
MINUTES OF THE SPARTA FIRE BOARD MEETING

JANUARY 21, 2016
Sparta Fire Department Office

Called to Order: 7:00 PM

Members present: : Kristi Dougan (village-chair), Jayne Paasch (village), Bill Goodfellow (twp), Mark Anderle (twp), Bob Maier (twp), Bob Whalen (village) and Gale Taylor (village) .

Absent: none

Also present: Chief Bolen & Deputy Chief Olney

Approval of Agenda:

Motion: Made by **Goodfellow** to approve agenda.

Seconded: **Whalen**

Motion Passed: 7-0

Public Comment: None

Approval of Minutes:

Motion: Made by **Goodfellow** to approve minutes dated December 17th, 2015

Seconded: **Maier**

Motion Passed: 7-0

Approval of Bills:

The Fire Board requested that the Village (Pam) include a copy of the invoice journal & proof report with the monthly financial statement.

Motion: Made by **Whalen** to approve November bills.

Seconded: **Maier**

Motion Passed: 5-2 (Paasch & Taylor dissenting)

Old Business:

Gale Taylor presented to the board all the information/documents he'd received for some questions he asked about, the responses he received and his personal views of the department and the fire board.

Discussion around the accounts payable, master invoices, delivery of invoices to the village for check processing and time frames the village needs to process the checks.

Motion: Made by **Paasch** to have the village (Pam) work with the Fire Department on a process and procedure for Department invoice payments in a timely manner.

Seconded: **Maier**

Motion Passed: 7-0

Cost Recovery ordinance:

The Chief presented copies of the Village and Township ordinance for cost recovery. The Village and Township's ordinance are basically the same.

The Department has changed for false alarms, hazardous materials, accidents which involve a DUI and other specific cases. The fees were established and posted in 2006 and most line items have been updated yearly based on the MABIS rate for federal estimates. The labor rates and miscellaneous items have not been updated. The Board asked the Chief to update the other rates including the load labor

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rates. Once the rates have been update the Village and Township boards will have to approve and adopt these costs with revised ordinances. Kristi asked if the Village and Township would check with their sources (MTA) to see if other villages and townships have cost recovery ordinances and if they how do, would it vary from the current township & village's ordinances.

New Truck Discussion:

The Chief presented his proposal for a new aerial platform ladder truck and replace the existing ladder truck. His proposal was to utilize the county funds which are available and to receive a FIMA federal grant for the remaining amount. The Chief stated that the FIMA grant funds requested, we wouldn't know until late 2016 if the department would be awarded any funds. The county will reallocate Sparta's vehicle funds to the next Department in line for vehicle funding and reallocate the Sparta Department funds to 2017. In the Kent County Fire Department meeting which the chief attended, the county stated that was acceptable plan. Board members requested the Chief get a written statement from the county stating the Sparta Fire Department could move their allocated 2016 vehicle funds to 2017 without any penalty and would then be allocated the vehicle funds in 2017 from the county.

Board members asked what the current ISO rating is: The Chief and Dan stated 5 for village and as high as 9 for furthest point in the township. Members ask if there were no ladder/platform vehicles in the department what would be the impact. The Deputy Chief and Chief stated that based on history and past ISO rating, the ISO rate could increase by 1 point. Board members asked what that impact would on insurance rates. The Chief and Deputy Chief could not answer that question as they stated you have check with your own insurance carrier for that information.

Request for Grant approval:

Several board members stated that Chief didn't need board approval to submit for department grants and other board members asked why a grant was submitted without board approval. Applications for grant are submitted months before any notice of rejection or acceptance is received. At that time the Fire Board has to make a decision to accept the grant or reject the grant and the requirements that go with the grant. No decision or consensus was reached as to the approval process. Kristi asked for a copy of grant application to be sent to the board member. (At the time of publishing the board minutes, the 25 page grant application has been sent to all board members)

Motion: Made by **Goodfellow** to approve Grant Application.

Seconded: **Whalen**

Motion Passed: 5-2 (Paasch & Dougan dissenting)

Goals:

Kristi presented the consolidated top ten (10) goal list as submitted by the board members, the Chief & Deputy Chief.

The top Goals will be reviewed at the next board meeting.

Chief's Report:

There were 51 calls YTD. 1 fire, 2 fire assists, 3 PI accident (school bus) and 37 Med calls.

Last year 2015 there were 943 total calls.

Next Regular Meeting Date

February 18th 2016 at 7:00 PM

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There was discussion on moving the Fire Board monthly meeting from the Fire Station Office to Sparta Township office. Several Board Members objected to the change of location because any information needed at a meeting was readily available and it allowed face to face discussions. Kristi stated that the Fire Station office doesn't meet American Disability Act requirement. It was suggested that we could meet in the fire station as it does meet the American Disability Act requirement.

Kristi stated the next meeting will be at Sparta Township office.

Public Comment

Shawn Morton addressed the board: Shawn asked: What does this "board" expect to do? He is a township resident, a tax payer and member of the Sparta Fire Department and has attended Fire Board meetings for years and he's concerned. He sees fire board meeting becoming more of "Personal Agendas" for some board members and not a being group decision. He wants the members to come together as a unified board that would benefit the fire department and the community.

Chairperson Dougan adjourned by Privilege at 8:52 PM

Minutes by W. Goodfellow 1-29-16

Goodfellow will not be attending the next meeting so meeting secretary will need to be appointed.