

Sandwich Community Fire Protection District

Regular Meeting Minutes

November 8, 2016

7:00PM

Present: Trustee President – Jeff Beverage
Trustee Secretary – Matt Weismiller
Trustee Treasurer – Jeff Hyatt

1. Call to Order and Pledge of Allegiance:

Meeting called to order by Trustee Beverage at 7:27 PM.

2. Review, Discussion and Approval of the previous meeting minutes:

Trustee Beverage made a motion to accept the previous meeting minutes as presented, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

3. Review, Discussion and Approval of the Treasurer's Report:

Trustee Hyatt stated that the total cash on hand is \$1,953,532.02 and the total disbursements are \$48,188.75. Trustee Beverage made a motion to accept the Treasurer's Report as presented, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

4. Correspondence:

Trustee Beverage read from a thank you letter written by Jean McNish, she stated that the Firefighters installed smoke alarms for her, that they were very nice and she feels more secure and grateful.

5. Attorney's Report:

None.

6. Visitors:

There was a brief presentation by 2 members from Horton Insurance Group property, vehicle, umbrella and group life insurance.

7. Chief's Report:

Chief Pruski stated that there were 1149 calls since January. Trustee Beverage asked Chief to break down the total calls into fire and ambulance. Chief presented the fee structure (attached) with the city and asked the Trustees if they wanted to make any changes, the Trustees declined any changes. Chief stated that all annual vehicle maintenance (attached) has been completed. Chief stated that IVVC auto body instructor is confident that he and his students will be able to spruce up the Jeffrey Fire Truck for about \$1200.00. Chief stated that Trans Canada was recently using the building for a meeting and wants Assistant Chief Boring to write a \$4000.00 grant to Trans Canada for Fire Sign replacement for the fading signs. Chief stated that the Air Packs have 3-4 years of life left, there are 36 Air Packs to be replaced, Deputy Chief King checked on the replacement cost and it would approximately be around \$300,000.00. Chief wants to apply for a FEMA grant for these. If the District received the grant the monies, it wouldn't be sent until our next fiscal year with the District's 5% contribution. Chief stated that the ambulance monitors have all been inspected, the alarms have been inspected, the outside generator is scheduled to be inspected, J & D Doors' installation of eye sticks for the bay doors is in progress, they need to move 25's eye sticks lower due to the extended bumper.

Old Business

- FOIA Policy: Chief stated that the FOIA Policy request is online and the Chief and the secretary are handling the requests.

- Rental property: Trustee Hyatt stated that the Freiders brothers will be signing the rental property agreement and make a check for \$500.00 for the District and donating \$100.00 to Sandwich Fire Inc.

New Business

- Personnel Business: Chief presented the Year-to-date participation (attached) for the volunteers for fire calls. Chief stated that he would like to bring on Levi Franklin as a cadet. He's a Junior in high school and attends the Fire Science class through IVVC. Trustee Beverage made a motion to bring on Levi Franklin as a cadet, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- Training Requests: Trustee Weismiller made a motion to bring on Levi Franklin as a cadet, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Training requests for P. Gruca, Z. Morel B. Eade and C. Curry (attached) for a total of \$1260.00. Trustee Weismiller made a motion to approve the training requests, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- Equipment Purchase Requests: Chief stated that the SCBA Confidence Trailer behind the IVVC building needs to be rebuilt at a cost of \$2000.00 for lumber and a lock. Trustee Beverage has tabled for now, the discussion of rebuilding the SCBA trailer. Chief stated that a goal is to replace some computer equipment on 51, 420 and the ladder truck. Assistant Chief is researching options and prices (attached).

- Tax Levy: Trustee Hyatt made a motion to leave the Tax Levy at 3.9%, seconded by Trustee Beverage, Trustee Beverage voted yes, Trustee Weismiller voted no, Trustee Hyatt voted yes.

- Insurance Policy Renewal: Trustee Beverage made a motion to renew the Accident and Health Insurance policy submitted by First Insurance Group at an annual cost of \$6073.00, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- December Meeting: Chief stated that using the caterer from last year's appreciation dinner quoted \$711.25, and purchases for beverages from Art's approximately \$250.00-\$300.00, not to exceed a total of \$1100.00. Chief asked the Board to approve purchasing T-shirts and sweatshirts (attached) for the District members not to exceed \$1000.00. Trustee Beverage made a motion to approve purchases for food and drinks not to exceed \$1100.00, seconded by Trustee Weismiller, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes. Trustee Weismiller made a motion to purchase the District members T-shirts and sweatshirts at a cost not to exceed \$1100.00, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- Travel Expense Control Act Resolution: (attached) Trustee Weismiller made a motion to approve the Travel Expense Control Act as presented by Attorney Flaherty, seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.

- Ambulance Replacement & Surplus Equipment: Deputy Chief King provided paperwork (attached) regarding ambulance replacement for damaged 441. Deputy Chief King stated there is a new policy in place for checking fluids in all the vehicles, the ambulances will be checked daily and the engines will be checked weekly. Further discussion about ambulance replacement and surplus equipment is tabled. Deputy Chief King will gather more options regarding replacing, leasing or putting a new engine in for 441.

- Adjournment: Trustee Beverage made a motion to adjourn the meeting at 8:58 P.M., seconded by Trustee Hyatt, Trustee Beverage voted yes, Trustee Weismiller voted yes and Trustee Hyatt voted yes.