

Hamilton Township Fire District #4

MEETING MINUTES

REGULAR MEETING BOARD OF FIRE COMMISSIONERS

DATE: March 10, 2011
LOCATION: District Headquarter

BOARD MEMBERS PRESENT: Commissioner Fred Yaede
Chairperson Commissioner Betty Newbon
Treasurer/ Commissioner John Newbon
Commissioner Chelsea Chrisner
Secretary/ Commissioner Keith Lesslie

The meeting was called to order by Commissioner Betty Newbon at 7:38 PM . Meeting is being held with benefit of Public Notice, in accordance with the Sunshine Act.

The **Pledge of Allegiance** was recited.

APPROVAL OF PREVIOUS MINUTES - Be it resolved that the Minutes of the previous meeting was approved.

SECRETARY REPORT - Feb. 10th- Sent letter to both local unions in regard to meeting with the board on March 10th at 6:30 p.m. Feb 17th- Sat at HQ for voter registration. None received. Feb 19th- Sat at HQ all day to run election. Feb. 22nd- paperwork for result of election sent to Hamilton Township Clerk office. Feb 24th- Attend the township commissioner meeting and observe Commissioner John Newbon being sworn in.

COMMUNICATION:

Received a letter from Highland Claim Service asking for information regarding an employee. Secretary to handle.

Received a brochure from Access Compliance in training safety. Secretary to file.

Received a flyer from Dun and Bradstreet Credibility Corp regarding business credit. Secretary to file.

Received a letter from Grantgenics in regard to that they write grant for the fire department. Secretary to file.

Received a flyer from United Communications Corps on them having a sale on Fire Pager repairs. Secretary to file.

Received the swearing in letter for Dennis Martin, John Newbon Sr and Jason Dilts. Secretary to file.

Received a certificate of aerial device inspection and test for Ladder 14. Secretary to file.

FINANCIAL MATTERS:

Commissioner Lesslie made a motion to approve the monthly bills totaling \$134,855.63 which was seconded by Commissioner Yaede and unanimously approved by the board. Bills sheet is attached to minutes.

COMMISSIONERS REPORT:

Betty Newbon - Betty reported that the new mailboxes for each fire company and the Ladies Aux are on the wall in the hallway. And a new mailbox for the postal service is up on the wall outside.

Chelsea Chrisner - Reported that the ladder testing certificate has been received and handled over to the secretary.

Fred Yaede –Nothing to report at this time.

John Newbon –Reported the paperwork for Ladder 14 is in. All career staff has received their health check and completed. Only received one complaint regarding the phone since it been repaired, would like to keep an eye on it a little longer to see if everything is ok, Took the paperwork for the election results to the twp clerk on the 22nd., received the wire transfer of our quarterly tax from the township, and reported that he having problems with our old auditor in getting information. If continues, we will need to contact the lawyer.

Keith Lesslie –Reported that he has ordered the last three boards from Staples and they should be coming in within the next couple weeks. Any office supplies needed, please let me know so that I can get them for you. This includes all the Fire line officers.

MONTHLY REPORT BY THE CHIEF OF DEPARTMENT

Deputy Jo. Newbon reported on behalf of the chief in his absence that the Right To Know class was held and we had a very good turnout. He also reported that he gave permission to Chief Smolka to order pizza after the class. The command box has been ordered and his new command box for the chief car is in and looks very good.

MONTHLY REPORT BY THE ASST CHIEF OF DEPARTMENT

Nothing to report

FIRE INSPECTOR REPORT

Fire Inspector Scott McCormick reported 533 Whitehead Rd has been split into offices. He will stay on top and report back at later date.

COMMENT FROM THE FLOOR

Capt. Mike Serben reported that the Computer system for the trucks are 30% not right. There are certain things missing and needs to be upgraded. He will look into it. He updated the district hydrant location and enter into

Capt. Mike Serben reported that there are problems with the NFIRI system. Hope to have it fixed very soon.

NEXT SCHEDULED MEETINGS:

Chairman Commissioner Betty Newbon mentioned that our next workshop meeting will be March 24, 2011 at District Headquarter

THE MEETING ADJOURNED AT 8:07 P.M.

Minutes prepared and submitted by:

Commissioner Keith Lesslie, Secretary

Minutes APPROVED by Fire Commissioners on _____

