

Hamilton Township Fire District #4

MEETING MINUTES

REGULAR MEETING BOARD OF FIRE COMMISSIONERS

DATE: September 9, 2010
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 7:00 PM . Meeting is being held with benefit of Public Notice, in accordance with the Sunshine Act.

The board went into an executive meeting at 7:01 p.m. Executive meeting ended at 7:37 p.m and the board went back to the open meeting at 7:38 p.m.

The **Pledge of Allegiance** was recited. A moment of Silence was held for the fallen brothers and sisters of 9-11-01.

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

SECRETARY REPORT - Aug. 9th – Received 3 checks from Highland Claim services of \$1588.00 each. Aug 13th - Gave open public records to Charles Prince, Aug 18th, Received poster for labor law and posted at Headquarter and Sta. 2. , Aug 22nd – Received call from FF S.Mull regarding Capt Adam injury. Capt. Serben filled out paperwork to insurance company. Aug 23rd – Received letter from Lawyer office in regards to the 2 firefighters discipline action, Aug 26th- Sent notices to Trenton Times and Trentonian in regard to new meeting location for the remaining of 2010, Aug 26th- Gave discipline paperwork to Capt. Serben and filed in his personnel file, Aug 27th- Gave FF Miller his discipline paperwork and filed in his personnel file, Aug 28th – Notice of meeting change posted in Trentonian, Aug 30th – Notice of meeting change posted in Trenton Times, Sept. 2nd – Capt Adam cleared to return to active duty, Aug 7th – Received check from Highland Claim Service for \$1588.00, Aug 9th – Received check from Highland Claim Service for \$1588.00.

COMMUNICATION:

Received car report from Chief 14 and Asst. Chief 14 for the month of August.

Received doctor clearance for Capt. Adam.

Received a letter from Chevrolet in regard to the 2007 Tahoe. They are reporting of a defect in the vehicle. Comm. Jo. Newbon checked and all appears good on our vehicle. Sect to file.

Received a letter from Metro Employee Assistance Service reporting that one of our FF has attended an Anger Management class. To be file in employee file.

Received a poster board to be put on display on the Public Employee Occupational Safety and Health Act. Sect to post.

Received a letter from MGSB fire equipment in regards to them being in Wildwood and to check out their booth.

Received a letter from Dan Schaffer in regard to the Safer Grant.

Received a letter from VFIS insurance in regard to their privacy notice.

Received a letter from FF C. Prince in regard to OSHA report of violation at headquarter.

FINANCIAL MATTERS:

Commissioner Lesslie made a motion to approve the monthly bills totaling \$128,218.08, 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 she found new chairs that we can order for the meeting rooms at headquarter. For a total of \$2520 we can get 24 chairs. Motion by Comm. Jo. Newbon, seconded by Comm. F. Yaede to purchase the chairs. Motion was unanimously approved by the board.

Betty also looked into the gym equipment for the firefighters. She found that for 3 exercise equipment, it would be \$2950 total including a 10% discounts for fire

department. Motion by Comm. Jo. Newbon, seconded by Comm. F. Yaede to purchase the gym equipment. Motion was unanimously approved by the board.

Chelsea Chrisner - Reported that the ladder testing will be soon.

Fred Yaede – reported that the concrete work is pretty much done, the roof is done, the 2nd floor of the headquarter station carpet has been installed, the plumber will be in to fix the faucet in the front of the bay door at headquarter and the plug for the apparatus will be moved by the electrician this coming week. Also, reported that the tree in the front of the building died and it is being replaced free of charge.

John Newbon – reported that the automatic door closer has been installed in the engine room at headquarter, a window was broken on the second floor and has been replaced, he purchased two new battery for the thermal camera, the generator for L-14 has started to be installed, the new fax line for the commissioner office has been installed, as well as two new phone for the office, the mask for FF Cumming has been ordered and the dumpster for Headquarter has been dropped in the rear. Reported that he got a quote from Caola to install the new lock and card reader for one of the door at headquarter for a total of \$1496.00 Motion by Comm. Jo Newbon, seconded by Comm. Yaede to purchase the new locks. Motion was unanimously approved by the board. Also reported that he got a quote for the new filing cabinets for the headquarter to stored files for MSDS and other paperwork that must be easily accessible. Quote of \$1475.00 for the cabinet from Mike Lange. . Motion by Comm. Yaede, seconded by Comm. Lesslie to approve the purchase for a new filing cabinet. Motion was unanimously approved by the board.

Keith Lesslie – Received a call from FF. Miller in regard to the new generator not secured. Reported himself and Comm. Jo. Newbon went to Staples to purchase supplies for the office, reported that the old filing cabinets at Sta. 2 was cleaned out and is now stored in the office at Headquarter.

MONTHLY REPORT BY THE CHIEF OF DEPARTMENT

Chief William Gray reported that there will be a burn drill on Sept. 27, 2010 at fire school. Reported on a structure fire on Aug. 25th at 362 Klockner Rd. Our crew was first in and knocked down the fire quickly. Two dogs were saved in the fire. Reported the box change is moving along. Will notify the board when it is completed. Left a copy of the SOG change that he would like to see put into place. The board will look this over at the workshop meeting. Chief also left a list of gear inventory reporting what needs to be replaced as well as what is damaged. Board will look into the list at next workshop meeting.

MONTHLY REPORT BY THE ASST CHIEF OF DEPARTMENT

Asst. Chief Smolka had nothing to comment at this time.

FIRE INSPECTOR REPORT

Fire Inspector Scott McCormick reported on 4 calls that were in our district. Reported a chemical that is being used at Aztec Graphic and to use cautions if called there. Comm. Jo. Newbon reported that he is handing over the title to the old FM car to McCormick office. Comm. Yaede asked Scott if a fire prevention program will be held this year and Scott reported he will be working on it.

COMMENT FROM THE FLOOR

FF S. Mull asked the board if we have discuss anything on their contract. Chairman Comm. Betty Newbon reported none at this time but will be sitting down with them very soon. FF Mull asked about medical shot for all members. The board will look into this. FF Mull asked about getting physical for all members of career and volunteer. Board will look into this. FF Mull asked the Asst. Chief if they will be getting the 4 burn drill per year as mentioned by OSHA. Asst. Chief Smolka informed him no, but reported that it not mandatory, but recommended. FF Mull asked about the the mechanic for our district and mentioned that is seems like an on-going problem with repairs after repairs. The district will speak with the mechanic and see what the problems are. Capt. Serben asked the district to contact the manufacture to look into the problems. Board will look into it.

Lt. Bush of Station 2 asked the board what they will do with the gear inventory and when will the repairs be made. Chairman Be. Newbon told him that the board need to look into the list as well as look at what is available at headquarter before making purchases to repairs.

FF Fountain of station 2 reported that he got a quote from Mid-state regarding his personal radio being broke on a call. Board to discuss at workshop meeting.

Comm. Jo. Newbon thanks the members of station 2 for their turnout at the Steel-Run. A very good turnout by their members.

Comm. Jo. Newbon reported that there was just a rumor of selling Engine 14-4 and nothing was discussed at this time.

NEXT SCHEDULED MEETINGS:

Chairman Commissioner Betty Newbon mentioned that our next public meeting will be October 14 at 7:30 p.m at District Headquarter.. Our next workshop meeting will be held on Sept. 23, 2010 at district headquarter at 7:00 p.m..

THE MEETING ADJOURNED AT 9:27 P.M.

Minutes prepared and submitted by:

Commissioner Keith Lesslie, Secretary

Minutes APPROVED by Fire Commissioners on _____

