

Hamilton Township Fire District #4

MEETING MINUTES

WORKSHOP MEETING BOARD OF FIRE COMMISSIONERS

DATE: August 26, 2010
LOCATION: Station 14-2, Enterprise Fire Company

BOARD MEMBERS PRESENT: Commissioner Fred Yaede
Chairman 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 7:08 PM . Meeting is being held with benefit of Public Notice, in accordance with the Sunshine Act.

The **Pledge of Allegiance** was recited.

Comm. Be. Newbon reported that he could not get the information yet for the new gym equipment. She will have it for sure by next meeting.

A letter from Chief Gray regarding the box change for District 4. Comm. Jo. Newbon asked to hold off till Asst. Chief Smolka comes to the meeting.

Capt. Serben reported there is a problem with the phone in the captain room. He reported that the phone disconnect or something after a few minutes. Comm. Jo. Newbon asked for them to log in when it happened, how long before it happens. Comm. Jo. Newbon also asked the board to move a new fax line into the commissioner office as well as a new phone for Sect. Comm. Lesslie on his desk. Motion made by Comm. Lesslie and seconded by Comm. Yaede to allow up to \$500 for the new lines. Motion approved unanimously by the board.

Comm. Jo. Newbon asked the board for a new fax/copier/scanner for the commissioner office. He reported it would be the same that is for the radio room. Motion by Comm. Lesslie, seconded by Comm. Yaede to approved the new fax machine for \$849. Motion was approved unanimously by the board.

Comm. Jo. Newbon discussed about getting a dumpster put in the rear of headquarter. He looked into the price and it would be \$250 per month. Motion by Comm. Yaede,

seconded by Comm. Lesslie to approve the dumpster. Motion was approved unanimously by the board.

Comm. Jo. Newbon discussed to purchase 4 new headset to be installed on Engine 14-1, Engine 14-2. Cost would be \$1,930 to have them all installed. Motion by Comm. Yaede, seconded by Comm. Chrisner to approved the headset. Motion was approved unanimously by the board.

Comm. Jo. Newbon looked into getting automatic door closer for Headquarter doors when the trucks pull out. Cost would be \$1,307 for the door closer to be installed by Caola. Motion by Comm. Yaede, seconded by Comm. Lesslie to approve the purchase. Motion was unanimously approved by the board.

Comm. Lesslie reported he looked into prices to purchase a new PC unit for the commissioner office as well as a laptop for the secretary of the board. Comm. Jo. Newbon asked to hold off to have Capt. Serben looked into getting a deal for the two.

Comm. Yaede reported on the building updates. He reported that the roof is pretty much done, the tile on the walls in the engine room are done. The sign is moving along and hopefully be installed at headquarter very soon. He recommend the board to look into moving the fund for the fire prevention office to pay for the sign as it will be use for fire prevention to the public. Comm. Yaede also reported that the toilet, sink are done at headquarter, the pool table will be removed very shortly on the second floor and the eye wash in the engine room now has a water shut-off valve installed.

Comm. Yaede asked the board to approve to have the engine room painted. Motion by Comm. Jo. Newbon, seconded by Comm. Chrisner to allow up to \$8500 to have the engine room painted at headquarter. Motion was unanimously approved by the board.

Comm. Be. Newbon mentioned to the board that she received a training class flyer from Skillpath on Excelling as Manager and Supervisor. The class is \$149 per person. She gave the flyer to the captains to look over and report back on their interest at next meeting. Motion by Comm. Jo. Newbon, seconded by Comm. Yaede to have the captain look into it and report back.

Comm. Jo. Newbon asked Asst. Chief Smolka about the box change that was submitted by Chief Gray. Asst. Chief Smolka mentioned that the changes are good with him and should be put into place. Motion by Comm. Yaede, seconded by Comm. Jo. Newbon to make the changes. Motion was approved unanimously by the board.

Comm. Yaede mentioned that we should have a clean up day or something at headquarter to get rid of anything we don't need.

Motion by Comm. Jo. Newbon, seconded by Comm. Lesslie to adjourn the meeting at 8:01 p.m.

