

**Minutes of the Sparta Fire Board Meeting
November 29, 2018
Sparta Fire Station**

Present: Bergman (twp-chair), Van Patten (village), Whalen (Village), Dougan (village) & Goodfellow (twp)
Also, present: Chief Olney & Deputy Chief Wood
Absent: Bradford (twp), Momber(twp)

Bergman called the meeting to order @7:00 pm.

Additions to Agenda: none

Approval of the Agenda:

Motion: Made by Whalen to approve the agenda.

Seconded: Van Patten

Motion Passed: 5-0

Public Comment: Bergman interduce Dean Anderson as the Township's representative for the Fire Board.

Approval of the Minutes:

Motion: Made by Whalen to approve the October 18, 2018 minutes.

Seconded: Van Patten

Motion Passed: 5-0

Approval of the bills:

Motion: Made by Whalen to approve bills through November 26, 2018

Seconded: Dougan

Motion Passed: 5-0

Finance Board Update:

Goodfellow reviewed with the board the finance committee meetings through November 27, 2018. The finance committee meet and approved all bills. Any questions the finance committee had, Chief Olney supplied the answers. Through the first 8 months of the budget year the Operational Budget is being managed very well by the department and is currently at 53.63% expended for the budget year.

Old Business:

Engine #3: The repairs to engine #3 have been completed and the repair costs have been sent to our insurance carrier for payment.

Holiday Pay Rate: Olney reviewed with the board his recommendations for holiday payment schedule. Olney suggested that (7) holidays, New Year's Day, Easter, Memorial Day, 4th of July, Labor Day, Thanksgiving & Christmas Day be considered. Based on last years calls it would cost the department an additional \$396.00 for the entire year for a 1 1/2 pay rate for all 7 holidays. The on-call rate would not change.

Motion: Made by Whalen to approve time and a half pay for the 7 holidays.

Seconded: Van Patten

Motion Passed: 5-0

Engine #4 title: Olney has been trying to secure a new title for engine #4 and replace the current salvage title. B&B has been renting the engine out as is and currently not asking for a new title. If B&B keep the engine, B&B will completely re-due the engine and have a new title issued. The Board asked Olney to get a letter of acceptance from B&B for the engine, for an as-is title.

Cost Recovery Policy for Platform #5: The board discussed what options are available for any type of cost recovery for the use of Platform #5 outside of the township. Olney stated that cost recovery isn't an option where "Mutual Aid" agreements are in place. He also stated that agencies requesting services through MABAS would not be an option for cost recovery. In the past year there was only one opportunity where cost recovery would have

been an option. Olney presented to the board a Cost Recovery Policy for the use of Platform #5. The board stated that the Chief would be responsible for any cost recovery for the use of Platform #5. (policy attached)

Motion: Made by Goodfellow to implement the Cost Recovery Policy.

Seconded: Whalen

Motion Passed: 5-0

Halloween Party: The fire department Halloween Party was on October 27th. Between 900-1000 kids attended the party hosted by the Sparta Fire Fighters. Thanks to all who helped make this a success.

Chief's Report: Chief Olney presented the 2019-2020 Fire Department's budget to the Village at their November 13, 2018 meeting where the Village approved the request. 835 calls YTD. Chief Olney's report (see attachment).

Repair Genesis Tools: The oldest hydraulic cutter, about 10 years old, needs the cutter arms replaced as they are bent. The Genesis Tool is a sole source product sold and serviced only by Rescue Resources. The quote to replace the cutter arms is \$1725.00

Motion: Made by Whalen to approve the purchase of the cutter arms from Rescue Resources not to exceed \$1725.00

Seconded: Van Patten

Motion Passed: 5-0

Snow Removal Contract: The Chief submitted the board with 3 quotes for yearly snow removal, sidewalk clearing and salting if needed. Last year Water Works handled the snow removal and sidewalk clearing and did a great job. Water Works will plow more than once a day if more than 2" of snow falls.

Motion: Made by Van Patten to approve contract with Water Works.

Seconded: Goodfellow

Motion Passed: 5

Backflow Preventer: The Village is requesting that all business, companies and even some residential water services have a "Backflow Preventer" installed on all public water services. The Village conducted an assessment of the fire department buildings and determined that a "Backflow Preventer" will have to be installed on the main water entrance. The Chief presented the board with 3 quotes for material and installation.

Motion: Made by Whalen to award the contract to Franklin Holwerda Company not to exceed \$1495.00

Seconded: Van Patten

Motion Passed: 5-0

Pulmonary Function Medical Testing: MIOSHA requires that Self-Contained Breathing Apparatus and Pulmonary testing be complete annually. The Department hasn't completed these tests in several years. The Chief presented 3 quotes for PFT and TB tests for 25 people. The Chief recommended that Bio Care be awarded the bid as they currently do the annual physicals and will travel to the station to do the testing.

Motion: Made by Whalen to have Bio Care provide the testing.

Seconded: Van Patten

Motion Passed: 5-0

Public Comment: None

Next Regular Meeting Date:

December 20th, 2018 at 7 pm at the Sparta Fire Station.

Motion: Made by Van Patten to adjourn at 7:57 PM

Seconded: Dougan

Motion Passed: 5-0

Finance meetings: December 4th & December 18th, 2018 at 4:00 PM Sparta Township Office

Dougan stated she would not be attending the December meeting.

Minutes by W. Goodfellow 12-1-18



Sparta Fire Department

* Chief Daniel Olney * Deputy Chief Carl Wood



Large Scale Cost Recovery (outside normal response areas)

Purpose: To create a cost recovery program for the use of the department's aerial Devices

1. Only the insurance company of the property owner will be billed for the use of the aerial device.
 - a. The agency requesting the aerial device and/or
 - b. The owner of the property will not be charged for the services requested except,
 - c. If the fire is determined to have been intentional set by the property owner and arson charges are issued
2. The department will not:
 - a. pursue the owner of the property;
 - b. or the requesting agency for any cost recovery if the insurance company refuses to pay
3. The department will not charge any agency that has:
 - a. Signed the Kent County Mutual Aid Agreement;
 - b. Or any agency requesting services through MABAS
4. The insurance company will be billed at a flat rate of \$325.00 per hour
 - a. this rate includes the aerial and its staffing
5. If the aerial:
 - a. is cancelled while en-route;
 - b. arrives at the scene and is not used;
 - c. the department will not charge for it services
6. All billing will be sent to the insurance company within 7 business days of the incident

Thanks,

Daniel Olney
Fire Chief
Sparta Fire Department

Chiefs Report November 29, 2018

Old Business:

1. Repairs to Engine #3 – repair completed
2. Holiday Pay Rates – see attached packet sheet
3. Title information on E4 – unable to find anything past 1995 (this title shows salvage) I have spoke with B&B and they said they would take the title as is. Need something in writing
4. Cost Recovery for Large Scale incidents:
 - a. At this time there would only be 1 incident this year that would qualify
 - b. The call in Grant – call time was 4.5 hours at \$325.00 = \$1,462.50
 - c. All the other calls fall within the Mutual Aid Agreement that is in place with Kent County (including Wright Tallmadge
5. Halloween – again a very large success

New Business:

1. Monthly report
 - a. 3- fire alarm
 - i. Ridgeview Elementary School
 - ii. Tool and Die Shop on 10-mile
 - iii. Ida Red – Harvest Way
 - b. 1 – fire call
 - i. Assist to Algoma with a Tender
 - c. 57 – ems calls/rescue calls
 - i. 14 mile and Peachridge – no injuries
 - ii. 15 mile and Fruitridge – minor injuries
 - iii. M37 and 13-mile – 4 car (included a MSP Trooper)
 - iv. M37 and O'Conner – no injuries
 - v. 15-mile and Kenowa (minor injuries)
 - d. 3 – service calls
2. 835 calls for the years as of November 25, 2018
 - a. Medical 3's
 - i. this year – 67
 - ii. same time frame for 2017 – 289
 - iii. 222 less call this for the year – about a 76% reduction in the number of med 3 calls (at an average of \$40.00 per call this is a savings of \$8,800 for the year so far)



Sparta Fire Department



Holidays to consider for pay benefits

- New Years Day
- Easter
- Memorial Day
- July 4th
- Labor Day
- Thanksgiving
- Christmas

Day	2017 calls	# of personnel	straight time	1.5 time	2.0 time
New Years Day	6	12	\$216.00	\$324.00	\$432.00
Easter	1-fire 3 medicals	10	\$180.00	\$270.00	\$360.00
Memorial Day	3	6	\$108.00	\$162.00	\$216.00
July 4 th	2	4	\$72.00	\$108.00	\$144.00
Labor Day	3	6	\$108.00	\$162.00	\$216.00
Thanksgiving	1	2	\$36.00	\$54.00	\$72.00
Christmas	2	4	\$72.00	\$108.00	\$144.00
			\$792.00	\$1,188.00	\$1,584.00
				\$396.00	\$792.00

** rates based on a firefighters rate of \$18.00 per hour

My recommendation would be to pay the responding personnel that are on-duty during these days 1.5x there pay rate for calls they respond to. This would be for the 24 hours period of that day. 0000 hours to 2359 hours.

Daniel Olney