

Minutes of the Sparta Fire Board Meeting
March 18, 2021
In person & Zoom Access Meeting

Present: Bergman (twp-chair), Anderson (twp), Cumings (village), Goodfellow (twp), Bill Taylor (village) & Betty Van Patten (village)

Also, present: Chief Olney, Deputy Chief Carl Wood

Absent: None

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

Additions to Agenda: none

Approval of the Agenda:

Motion: Made by Anderson to approve the agenda.

Seconded: Taylor

Motion Passed: 6-0

Public Comment: None

Approval of the Minutes:

Motion: Made Taylor to approve the February 18, 2021 minutes.

Seconded: Van Patten

Motion Passed: 6-0

Approval of the bills:

Motion: Made by Van Patten to approve bills from February 17, 2021- March 16 2021.

Seconded: Anderson

Motion Passed: 6-0

Finance Board Update:

Cumings stated that the finance board meet twice since the last board meeting and approved all department invoices. He stated that the budget final operational numbers are influx due to the Covid Grant funds not received as the yet. The expenditures for the Grant Funds have already been accounted for and allocated into the current operational budget. Per Anderson, the operational budget, with the Grant Funds is approximately 73% of the expenditures for the operational budget. The board asked Goodfellow to check with the township as to when the Millage funds will be distributed to the Fire Department. Funds are normally transfer in March. The finance board reviewed all the invoices for the platform truck. There was sensor issue on the motor, an open aerial door alarm and a section of wiring trays that needed to be replaced. All the items appeared to be repaired and the unit is working well.

Old Business:

Chief Olney stated that at the last township meeting, the township board approved his funding request for 21-22. The request was the same as in previous years.

Old Engine #3 has been sold. The Chief stated that there were several inquiries into the purchase of the vehicle. The Chief stated that he received the asking price the board had approved. The vehicle was sold to a company near Lansing for \$12,500.

The Chief stated he has been in contact with Dan Veldhuizen, the fire department audit company on how best to account for Covid Grant funds not received and the associated expenditures related to the grant funds. Our auditor suggested that Grant Funds be recorded as revenue for this fiscal year. The expense related

expenditures have already been recorded in this fiscal year. Our auditor suggested we adjust our budget accordingly.

Chief's Report: Chief Olney presented the Chief's report. (see attached). There were 141 calls YTD. The Chief stated there were 5 fires in the past month and were 3 fire assist and 4 accidents in the last month. One of assists was for a large turkey farm fire. The Chief stated that one fire fighter was injured while fighting a fire when the floor collapsed. The fire fighter was pulled to safety and suffered several burns. A work comp was filled out and submitted to ensure all the medical costs were paid. The fire fighter did not lose any time off work due to the injury. The Chief also stated that the fire department selected Knauf as the Lieutenant on the Department.

Budget Amendment: As suggested by our audit firm, Chief Olney presented to the board his suggested budget changes due to COVID Fund Grants and associated expenditures. (see attached)

Motion: Made by Anderson to make the budget changes as presented.

Seconded: Cumings

Motion Passed: 6-0

Electrical Panel Replacement: The existing electrical panel in the back west bay is currently overload and has no room for any additional circuits to be added. The Chief presented a quote to the board for the replacement of the panel.

Motion: Made by Van Patten to accept the quote presented by the Chief.

Seconded: Goodfellow

Motion Passed: 6-0

Next Meeting Date: April 22nd at 7:00 PM in the fire station.

Next Finance Meeting Dates: April 6th & 20th at 4:00 PM at the fire station.

Public Comment: none

Adjournment:

Motion: Made by Van Patten to adjourn at 7:38 PM.

Seconded: Taylor

Motion Passed: 6-0

Minutes by Goodfellow 3-21-21

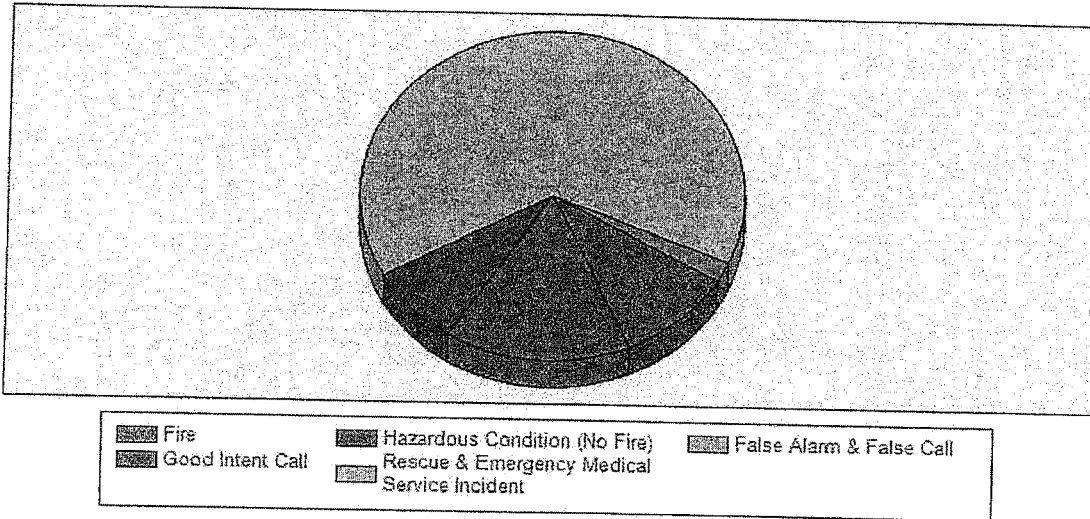
Sparta Fire Department

Sparta, MI



Major Incident Types by Month for Date Range

Start Date: 02/15/2021 | End Date: 03/14/2021



INCIDENT TYPE	FEB	MAR	TOTAL
False Alarm & False Call		1	1
Fire	3	2	5
Good Intent Call	5	3	8
Hazardous Condition (No Fire)	3	1	4
Rescue & Emergency Medical Service Incident	26	7	33
Total	37	14	51

**Total of 141 calls
as of March 14, 2021**

Chiefs Report March 18, 2021

Old Business:

1. Old Engine #3 – sold for \$12,500 – should have things taken care of by the end of the week – first of next week
2. Sparta Township – budget was approved as submitted
3. Emails from the auditor on how to handle the grant month from the county

New Business:

1. Monthly report
 - a. Fire calls and alarms:
 1. 76th Street, Coopersville – mutual aid with Tender #8 for water
 2. Mayfield, Plainfield – mutual aid on a house fire (cancelled prior to arrival)
 3. 11-mile rd – smoke in the house (wood stove issue)
 4. 1000 block of 13-mile – car fire
 5. 97 Pearl – Fire alarm
 6. 10000 Kenowa – cooking fire (fire out upon arrival)
 7. 12100 Stebbing – smoke in house (wood stove issue)
 8. 300 block of State Street – Smoke alarm activation
 9. 300 block of E Gardner – house fire (Auto aid from Kent City and Alpine)
 - b. Wires and hazardous condition calls:
 1. 100 block of Elm – wire down
 2. Jo Ellen – CO alarm – unknown cause
 3. Pleasant and Division – wire down
 4. Clay and Prospect – wire down
 5. 100 block of E Division – CO alarm
 - c. Accidents:
 1. 2800 block of 13-mile – no injuries
 2. M37 and 12-mile – minor injuries
 3. 9900 block of Fruitridge – no injuries
 4. M37 and Peachridge (assist to Kent City on an accident with injuries)
2. Approval of the budget amendments
3. Approval for the replacement of the electrical panel
4. Update – assist to Chest on a Fire on Monday the 15th – one fire firefighter injured after falling thru the floor; F/F was release and has been cleared to return to work



Sparta Fire Department



Budget Update:

With the end of the budget year coming upon us there are a few adjustments that should be made to the budget to account for the COVID-19 Grant Funds. The department will be receiving \$144,735.57 in grant money. These funds have been added to the revenue side of the budget but the following adjustment should be made to account for them in the budget.

Payroll: \$109,450.91

These funds will be allocated back into the following line items:

- \$60,000 – 702.650 (SFD Runs)
- \$15,000 – 702.360 (Medical on-call)
- \$12,450.91 – 702.350 (SFD Weekend Stand-by)
- \$17,600 – 702.100 (Chief Salary)
- \$4,400 – 702.150 (Deputy Chief salary)

Remaining funds: \$35,284.66

These fund will be allocated back into the following line items:

- \$12,277.10 – 970.001 – Millage #1 (Turn out gear)
- \$20,120.43 – 756.000 – Operating Supplies
- \$2,887.13 – 760.000 – Medical Supplies

Thanks
Daniel Olney
Fire Chief