



Powell Township Fire Department

Minutes of Regular Meeting

September 24th 2020



Draft Version
Approved 10/29/20

Meeting called to order at: 1905hrs, by Chief Sutter at Station 1

Members Present: Captain Greg Ochylski, Assist Chief Matt Anderson, Assist Chief Brian Roell

Excused Absences: Dustin Taylor, David Weber, Brad Pelto

Guests Present: Township Fire Liaison Samantha Morin (left early)

Approval of Minutes: August 28th Meeting Minutes *Ochylski/Anderson*

Monthly Pager Test: completed at 1851hrs All working ok

Review of Calls / Events:

- 09/03/20 – Smoke Investigation in area of 510/Thomas's Rock
- 09/03/20 – Power Line Down @ Bay Cliff Entrance
- 09/17/20 – Lockout to Auto @ Perkins Park

County Firefighter's Report: August 18th Meeting minutes posted on the board. Short Discussion followed.

Station Report #1: September – Pelto/Demay: Several vehicles were low on power steering fluid, 2105 the vehicles washer fluid container is broken unable to hold fluid - needs replacement, one headlight needs replacement, one parking light needs replacement. We need power steering fluid, and brake fluid at the hall.

Station Report #2: September – ~~Weber~~: Boudreaux: Roell advised we need metal “no parking” signs for the bay doors as members of the public have been found parking their vehicles in front of the bay doors while using the park behind the firehall. 2102 needs a new hose bed cover, it has not been used on the vehicle because the cover was found damaged by mice – Dockside Marine or Bingham's maybe able to replace the cover. Sutter: There was a recent incident where all the hose from 2102 became unbedded on CR550 while responding to a call on 09/03/20 that resulted in damage to a couple hose lengths, possibly more maybe damaged. A hose bed cover would have prevented this. This cover needs to be either repaired or replaced and the hose involved in the unbedding should be tested. Ochylski advised hose has not been tested since he started on the department.

Committee Reports:

- SOP Committee: Emails were sent out on 09/08/2020 ref bylaw issues to be addressed.

Chief Engineer's Report:

- None

Unfinished Business:

1. **Fire Station Guest Restrictions are still in place for both Fire and EMS personnel.**
2. **Station 2 garage door trim:** Spoke with Pete on 08/19/20 he has another piece to patch the last couple feet at the top, he no longer has his assistant, but he will address it soon.
2. **Locksmith Quotes:** Still waiting to meet with the other 2 locksmiths that would like to come up and

- see the doors. After I have their quotes I will present everything to the membership for review.
3. **Contractor Quotes** for station 1 building issues that need to be addressed – Still awaiting Premeau Constructions and Thunderbay Construction's Quote. I will present all the quotes for the membership to review once I have received 3 of them.
 4. **Old Horton Ambulance 2104** Will be reviewed after the next vehicle maintenance is completed
 5. **SCBA Fit-Testing** still on hold due to COVID19
 6. **Display Cabinet Maintenance:** Still awaiting a coat of poly for the inside of the cabinet.
 7. **Map Books/Fire Number binders:** Kim B. from Emergency Management is working on updated maps with fire numbers and coordinating data with County GIS services.
 8. **Easy Pup hose attachment** Still awaiting item info/price to review
 9. **PPE /Turnout Gear Cleaner & Sanitizer:** Still need time to make an instruction sheet for its use.
 10. **Wildland Gear Tools:** Items passed at the board meeting for x2 Mcleod's and x2 FireSwatters has been ordered from Edarley. Will need to stop at Menards or Lowes for the 2 Pulaski replacement handles.
 11. The updated **Lockout and Chimney Brush Waivers** Waiver's are back from the attorney and Lockout Tool Training will be soon. A policy needs to be made for Lockout's and Chimney Brush Use/Cleaning. The updated forms have been placed with the lockout tools and brushes.
 12. **Lammi Fire Protection ref Annual Fire Extinguisher Inspections:** Still need to wall mount the extinguisher for the back door at Station 1. **40% of our Extinguishers were condemned/repaired/or replaced by Lammi during extinguisher inspections.**
 13. **Traffic Cones:** Mounts are in, they still need to be installed. All the new cones, and some of the old ones have all been stenciled/spray painted with "PTFD" so they should all be easily identifiable on scenes as Powell's cones.
 14. **Inventory of our radio's, pagers, chargers, and batteries:** Still need to complete a serial number check on everybody's pager's and radio's to update our inventory list.
 15. **Status of Jenny Park-Burns:** Spoke with Jenny on 08/30/20 and she will be resigning due to lack of available time. Someone will need to get a hold of her to pickup any fd gear/equipment issued. Same for the King's, need to pickup any FD issued gear.
 16. **SCBA Bottle - Hydro Testing** the last 16 bottles are at Lammi and need to be picked up and coordinated with Mqt Township to stop by and fill them at their Cascade system. Est 4hrs to complete this task as it took 4-5hrs last time including travel time for the last 16 bottles. We had all bottles tested and **8 MSA Bottles were condemned by Lammi** and are in the racks at st1. Do not use these condemned bottles their fate will be decided soon. A total of **20% of our SCBA Bottles were condemned by Lammi during this testing.** Also to note **12.5% (2 of 16) airpacks needed to be repaired** during Flow Testing by Oshkosh Fire & Police Equipment recently.
 17. **Hurst Tool Maintenance:** Approved by the board, contact needs to be made to schedule the service.
 18. **Fleet Maintenance & Pump Testing:** Approved by the board. R&R Service for **\$8102.04 plus \$508.59 Travel expenses = \$8610.57** and this does not include any issues they may find that needs onsite repair. Contact needs to be made to schedule this service appointment.
 19. **Fire Prevention Materials:** Approved by the board for \$340. A bundle needs to be picked out and ordered asap if we want these items in time for Fire Prevention Week Oct 4th to the 10th. Also contact was made with the school ref Fire Prevention Week. They were to have their meeting earlier today and let me know. I suggested a Fire Drill with the Fire Department.
 20. **Cooler and Ice:** Ochylski located the cooler in the attic, please take a look at it and see if its what everyone wanted to use. A couple bags of Ice still needs to be picked up at Cram's for the station freezer
 21. **Station 1 refrigerator status** Ochylski: After last defrost it appears to be working now.
 22. **Covid 19 Equipment:** Our Edarley order for 8 boxes of 20 (160) N95 masks w/vents for \$104 were cancelled and twp ordered 20 standard N95 masks from Golden West Industrial Supply for \$109.
 23. **Sale of the Pontoon Boat 2114:** Approved by the board. Do we sell the boat or does the twp? Look into proper procedures for its sale. Bill Ford voiced concern over the sale of the boat at the last twp mtg as it has been used to transport fireworks out to the launch site in the past. I advised Ford that has little

bearing on its use as a water rescue boat for the fire department. I offered the pontoon boat to the township / parks and rec's if they wanted to retain this boat for that purpose. Water Rescue is not what a pontoon boat is designed for. Additionally Marquette Powersports did not want to work on it due to the difficulty in finding parts for such an old boat with a 46yr old motor.

24. **Updates to our Command Staff and Organizational Chart:** Appointments approved by the board. It's now official Congratulations to our new officers!!!! Now we need to get together and discuss roles and responsibilities going forward.

New Business:

1. **Chief's Helmet for Assistant Chief Matt Anderson:** We will need to order 1 white helmet @ \$240.99 plus delivery from DingesFire.com. *Ochylski/Anderson, motion passed*
2. **Ear Plugs:** Roell requested we purchase earplugs for ear protection on scenes. Uline.com Item #S-17098 Laserlite Corded Ear Plugs was selected by the members present. \$29 for a box, x2 boxes requested. est \$60 plus shipping. *Roell/Anderson, motion passed*
3. **Electrical issues at station 1:** I was recently advised of electrical issues on the north wall of st1 where all of our radio battery charging stations, VHF Portable Radios, FLIR Heat Camera, and Battery Jump Packs are located. We currently have no power on the north wall and no breakers or obvious GFI's appear to be tripped. To note a lot of these outlets are not GFI outlets. Also either the Pop Machine is having electrical issues or the GFI Outlet it piggy backs from the Boiler Room/Laundry Area is. I will contact an electrician to take a look at it.
4. **Station 1 No Heat:** There is currently no heat at Station 1. There was an issue found with the Hot Water Recirculating Pump for the in-floor heating system making a lot of noise and leaking water from the flanges both above and below the pump. While Trudell was here on Sept 22nd they looked at our dual boilers at Station 1 and found 1 motor seized up on the left boiler that will need to be replaced. They were unable to service station 2 the same day due to the Tech having to leave for a medical appointment but they will get to the other station.
5. Request purchase of a **cordless hammerdrill and sawzall plus spare batteries:** We have no cordless power tools at station 1 to fix or repair anything or use to maintain our fleet of vehicles. These tools can be stored on 2101 and used on calls as well. I will shop around for the best price. *Ochylski/Anderson, motion passed*
6. Request the destruction of the **box of old radio equipment** that has not been in service for many years and is no longer usable. *Roell/Anderson, motion passed* A destruction request will be sent to the board
7. Discussion reference the last township meeting

Correspondence/Donations:

- None

Public/Open Comment:

- Sutter: Just an update on our statistics compared to last year right now we are at 257% of last years calls, that's over 157% more calls for service then this same time in 2019. We had 7 calls for service last year and we are at 18 now. With over 33% less active membership, 18 members last year and 12 active right now. During this years testing 40% of our extinguishers either needed to be condemned, repaired, or replaced (13 found no good and condemned due to age by Lammi/ 2 needed to be repaired/ 3 needed to be replaced), 20% of our SCBA bottles 8 out of 40 tested were condemned, 2 out of 16 air packs long overdue to be flow tested 12.5% of them needed to be repaired, 100% of our traffic cones were not up to DOT/NFPA requirements that has been corrected, 6 pagers were found needing repair/replacement and since no pager inventory records were kept in the past I do not know how many are actually out there, and a bunch of pager bases were identified as damaged needing repairs.
- Also to note all vehicles in our fleet were found needing overdue maintenance, pump testing, and dot

inspections with no vehicle maintenance program found on file. Station 1 generator was found needing long overdue maintenance when it failed a couple of months ago during a power outage with no maintenance program or contract on file, the boilers also were found overdue for maintenance with their last service being done in 2018 with no maintenance program or contract on file, and to round it all off electrical issues were recently found taking an entire wall of outlets down at Station 1 as well.

Equipment and supplies recently purchased:

- \$8611 for Fleet Maintenance, Required DOT Inspections and Required Pump Testing
- \$830 Hurst Tool Maintenance
- \$160+\$40 shipping for x2 Wildland Fire - McLeod Tools
- \$100 for x2 Wildland Fire - Fire Swatters
- \$300+\$40 shipping for Educational materials - Fire Prevention Week Oct 4th to 10th

Equipment and supplies requested:

- White Chief's Helmet for \$240.99 plus delivery
- \$4.00 for 2 Bags of Ice from Crams to be used for extended calls/stored in the Station1 freezer
- \$60 plus delivery for PPE Hearing Protection – Ear plugs
- \$36 for x2 No Parking Signs at Station 2
- \$700 Cordless Tools for Station 1 / Engine 2101

Building repairs requested:

- Awaiting quotes still

General Funds Balance: \$55,806.94 /19% used **Donated Funds Balance:** \$38,448.18 / 0.2% used

Next Meeting / Upcoming Training / Upcoming Events:

Next Meeting October 29th Station 1 @ 1900hrs

October's Online Training: FF107 Portable Extinguishers Instructor/s: Ochylski to followup

County FF Meeting October 20th 1930hrs at Negaunee City

Township Meeting October 20th 1900hrs in person or Online www.Freeconferencecall.com

Free Conference Call Meeting ID: *powelltownshipboard*

Station Duty for October is: Station 1 – Moran/Desmet Station 2 - Roell

Tonight's Training: **Business Meeting / September's Online Training FF106 Personal Protective Clothing**

Business Meeting Adjourned at: *2120hrs*

Minutes Prepared by: Chief Sutter

Chief's Notes:

See Open Comment Section Above

Our remaining 2020 Station Duty Rotation is as follows:

<u>Month</u>	<u>Station 1</u>	<u>Station 2</u>
October	Moran/Desmet	Roell
November	_____/____	Boudreaux
December	Cram/Pelto	Taylor