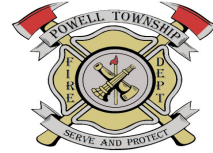




Powell Township Fire Department

Minutes of Regular Meeting

December 30th 2021



~~Draft Version~~
Approved 01/13/2022

Meeting called to order at: 1807 hrs, by Chief Sutter at Station 1

Members Present: Assist. Chief Brian Roell, Assist. Chief Matt Anderson, Capt. Josh Boudreux, Capt. Greg Ochylski, FF Jack Cram, FF Rudy Goupille, FF Tyler Stansky

Excused Absences: Capt. Chauncey Moran, FF Dustin Taylor, FF Trainee Ryan Iacovacci, FF Trainee Collin McWebb.

Guests Present: None

Approval of Minutes: December 2nd Meeting Minutes _____/_____

Monthly Pager Test: completed at 1745hrs All working ok

Review of Calls / Events:

- 2021-033 Lockout to Auto on KA

County Firefighter's Report: A copy of the 12/14/21 MCFFA Meeting Minutes are on the table to read. Meeting was mainly about the Firefighter Academy that starts January 4th recommending agencies get their recruits signed up as soon as possible.

Station #1 Report: 2104 is still out of service. Sutter: 3 Cascade bottles have been refilled at St1, 2101: A bad AED Battery was replaced and a replacement hand-light was ordered. 2 SCBA Bottles need to be refilled once the cascade bottles are swapped out. Anderson: Was not able to make contact with McWebb prior to completing station duty. 2104 may have run out of gas earlier while doing station duty and will need a jump start. Dropped some fresh gas in the tank during the meeting connected the battery charger, and was able to get the vehicle running again. Batteries in all the SCBA packs were swapped out.

Station #2 Report: 2103 is still out of service. Sutter: SCBA 02-01 that was reported last month had its batteries replaced and was placed back into service, replacement Garden hose was installed, Metal front left corner of the building was reattached with gasketed sheet metal screws, and a cork board was installed in the fire bays for a current phone list and any important postings. A hand written note was found posted on the door at station 2 during a visit. This note was not appropriate and was removed, a copy of the note was provided for review. Boudreaux: 4 SCBA tanks were found low, stopped by Mqt Twp FD and refilled them. Exterior corner repair appears to be working, observed mouse tracks up to that repaired corner then they turned away. Only 1 dead mouse was recently found inside the bays.

Committee Reports:

- Training Committee Report: Boudreaux: Contact was made with Mqt Coast Guard, an Ice Rescue Training Day is TBD possibly in January. Goupille: The County Force-able Entry Prop is available anytime when not in use for the FF Academy.

Chief Engineer's Report:

- The CAFS Compressor on 2101 was found overfilled. Will need a turkey style baster to remove the excess oil or else it may damage the compressor. Do not use the CAFS systems until its corrected.

Announcements:

- Our **New Twp Clerk / Fire Liaison Mitch Walker** should be here for our Jan Mtg.
- **Fire Station Guest Restrictions** Will remain in place as variants make there way around, please continue to exercise caution if you are feeling ill.
- **2103 & 2104 are still out of service** – these vehicles should still be checked during station duty but not driven off property. 2104 was relocated to the side of station 1 by Pete so he could plow the back lot.
- **The next FFI & II Academy** will be held at Chocolay Twp Fire Department and begins January 4th and ends June 4th. Class will be held Tuesday and Wednesday Nights with a few Saturdays for practicals. If you know of anyone that maybe interested in joining and attending this class please let me know asap. We have 1 vacancy for the class right now.
- **Fire Rescue One Online Training for 2021** - Cram, Demay, and Desmet still need to complete their registration.
- **CPR Certifications** – Captain Moran, and FF Demay please check your email for the hybrid CPR class
- **A 2021 Needs and Risk Assessment has been completed.** This was needed before submitting for any federal grants to determine high priority items. Please review this assessment, if there is anything that was missed please let me know so we can add it. This will help us determine budget priorities for 2022.
- **The Marquette County Police & Fireman's Fund Annual Ball** will be held January 29th Flyer is on the table and will be posted at both fire stations shortly.

Old Business:

1. **906 Station Lock Update:** Status of the project is currently unknown. Awaiting a phone call from Joe Menza. 906 had scheduled an install date on 12/08/21 and 906 advised they had everything to complete the install but showed up without all the locks and without the key fobs, so the crew was sent back. I had a discussion with the Twp Supervisor and she asked us to be patient with them as parts are on back order. Short discussion followed. Key fobs can be purchased from Amazon with a 3 day delivery.
2. **Gear Inventory Sheets** – This is from April Anderson, Moran, Demay, Desmet, Pelto, Iacovacci. These need to be turned in so we can order t-shirts, hats and winter jackets. Please complete and turn them in ASAP. We will not be placing an order until everyone's sheets are turned in.
3. **Water Rescue Safety Gear / MCPFF Grant:** Still waiting on the 4 vest knives all other items have been received and are in service.
4. **Mice Issue at Station 2:** Holes in the walls from previous remodel efforts have been identified and still need to be patched. I will ask Pete if he has any scrap plywood to patch the holes.
5. **AFG Grant for a new Brush Truck.** Paperwork is in progress, a Grant Writer was approved to assist. All paperwork has been submitted to the grant writer. I had a conversation with Chris Wiggins reference the best way to submit the AFG grant. He suggested the best way to submit the grant is to replace our oldest vehicle, our 1979 Brush truck, with a similar type vehicle as a replacement grant which will have a higher probability of funding. Wiggins recommended submitting a grant next year for an F550 style pickup/regional tow vehicle to replace Utility 2104 as that would also be a similar type vehicle replacement. Discussion followed. Roell advised he would like to see a larger 4x4 brush truck with more water capability then a class 5/6. Sutter replied a millage request is an option for that.
6. **SCBA Fit Testing:** Demay, Moran, Anderson, Iacovacci still need to complete SCBA Mask Fit testing.

This will have to be scheduled individually with Marquette Township Fire Department to be completed. Those that still need it please let me know when you are available so we can get this scheduled. I already have confirmation from Mqt Twp that they will help get you guys fit tested.

7. **Annual Vehicle Maintenance:** R&R contacted us on 12/20/21 asking what vehicles were being serviced. Followup phone call on 12/28 Tentative arrival date will be Monday afternoon 01/03/2022.
8. The board has approved the **Fleet Maintenance Agreement with the City of Marquette** to start in 2022. This will not include our annual pump testing or items the city feels would be beyond their ability. We are excited for this agreement and looking forward to working with the city of mqt to help better maintain our fleet and help save the department all the high travel expenses of bringing in a company from lower Michigan or Wisconsin.
9. **Station 1 Generator:** We provided the board 4 quotes and Powerhouse Generator out of Michigamme was selected for the new Generator install. Install date will be in the next week or so.
10. **Station 2 Weatherhead and Power Mast was found damaged** last month, most likely due to sheets of ice and snow coming off the roof. The mast was located on the gutter side of the roof broken off below the roof line. So water was found to be running down the inside of the mast and into the Meter Socket and Breaker Panel which could potentially cause an electrical fire. Powerhouse Generator will be repairing and relocating the mast to prevent this from happening again when they come up to install the new Generator at Station 1. Repair date pending scheduling.
11. **SCBA Air Pack 02-01** just needed new batteries it will not need to go in for repairs.
12. **Meeting Fee Stipend for Monthly Station Duty:** was submitted to Supv on 11/15 still pending review
13. This has been an awesome month for the FD. On Monday 12/20/21 We were advised by the Twp Supervisor that we were **awarded the \$8,500 HMC Grant to purchase Tablets for County CAD & Mapping in our vehicles and for a Records Management Program for the Fire Dept.** HMC has increased this years grant by \$1,000 and has contributed a total of \$17,000 towards fire and ems this year. That is absolutely amazing! We are very fortunate to have such great benefactors to our emergency services in this small community and I will be writing a formal thank you letter after new years and issue a press release once all the items have been received. Updated quotes and PO's will be completed and submitted to the board for purchase.
14. On Monday 12/20/21 Twp Supervisor advised **Eagle Mine has provided a \$5,000 grant to assist us with replacing our Explosive Gas Detectors.** The mine has provided enough funds to purchase a new Explosive Gas Detector for each fire station! These new detectors cost around \$2300 each and will not only detect explosive gases but provide us a LEL/PPM for Oxygen, Carbon Monoxide, and Hydrogen Sulfide (products of combustion). Things we were never able to gauge before as we only had a detector that told us a gas hazard was present. This should also cover the calibration gas needed. Another great community benefactor. We will be writing them a formal thank you letter as well and will be providing a press release once the items have been received so photos can be taken. Updated quotes and PO's will be completed and submitted to the board for purchase.
15. On Wednesday 12/22/21 We received notification from the DNR that **we have been awarded the 50/50 MI DNR Volunteer Fire Assistance Grant we submitted for in August to assist us in replacing our homemade Fire Danger Sign at station 1 that is falling apart and to help us purchase a set of Wildland Firefighting Boots for every firefighter on the department.** Wildland boots cost around \$300-350 each and will become part of your dept issued gear to maintain. This will need to be submitted to the board for final signatures as the department is responsible for half of the purchase price. The award agreement was forwarded to the Board on 12/22/21 for signatures.

New Business:

1. **Back Pack attachment to carry the Wick 375 Portable Fire Pump:** I have finally located the correct back pack attachment for our Portable Fire Pump. Mercedes Textiles Back Board #F200-10S runs

about \$115. There is currently an 18 week back order for this item. Discussion followed. Ochylski had concerns about the current pumps weight and would like to see us get a lighter wildland pump. Roell advised he brought the Wick pump into the DNR not that long ago for maintenance and a once over and it was reported working and in good condition.

2. **Boat Motor Dolly:** Will be ordered from Amazon so we can remove the motor for winter ice rescue operations. Cost around \$100
3. **2104's mobile radio:** Thoughts on removing 2104's radio to have it installed in 2105 or 2106? Neither currently have a radio. Anyone have any objections? No objections noted. Anderson suggested the radio be installed in 2106.
4. **2022-2023 Budget:** All budget requests are due in by January 20th, 2022 I would like to propose we have a special meeting for those interested in discussing the budget January 6th or January 13th 1800hrs at St1. Our January Meeting will fall after the due date. Discussion followed. Budget Meeting will be January 13th at 1800hrs. An email reminder will be sent out for those that wish to attend.
5. **Uniform Orders:** In 2022 would like to suggest we budget for Class B uniforms for everyone. We used to have them in the past but members had to purchase their own which also left to inconsistencies in uniforms. Just because we are a volunteer department doesn't mean we shouldn't be investing in our members and providing basic items that improve our professionalism when engaging the public. Class B's would consist of uniform pants, a belt, button up uniform shirt, badge, name plate, t-shirt, a job shirt, and a winter and summer hat. This will improve our appearances with the public for FD functions, local community and county wide events, fundraising, will help with department pride and help to create a better sense of being part of a team. est \$300 investment per person. A short discussion followed. This will be discussed at the budget meeting January 13th.
6. **Fire Department Auxiliary Program Proposal:** The dept had an auxiliary program many years ago. I would like to propose a reboot. This would be a little bit different then the previous program and would allow for greater involvement. A lot of interest has been noted over the past 2 years, those that are interested may turn out to be a great resource to the department and could lead to future firefighter candidates. It would allow those that do not have the time to attend a weekly/6 month long FF Academy or those that feel they do not have the physical ability or desire to be a firefighter still help out in a non-emergency and volunteer support role with their local fire department. This program would allow more members of our community the chance to become involved that want to help. The National Volunteer Fire Council has a Nationwide Fire Corps Program for ages 16 and up that can be easily adopted and integrated into our own dept. **Aux Members are not intended to replace or substitute firefighters but can be utilized to help support dept functions. Aux Members would not be allowed in any HOT zones and would need training appropriate for the duties they would be performing.** Examples could be assisting with grant writing, admin functions, assisting with fire numbers, helping to keep the stations maintained, fire prevention activities and school presentations, assisting with rehab, social media, fundraising, dept photography, traffic control for events like the 4th of July Parade or Fire on the Bay, or could even assist with firefighter training and recruitment. Thoughts/Opinions/Concerns? I have created a draft version of an auxiliary program including a basic training outline tailored to suit our department based off of the National Volunteer Fire Councils Fire Corps Program. A copy of this policy was handed out to all members present. I will email this policy out for everyone to take a look at it and provide some feedback. Copies will also be left on the table. This is a rough draft. I know we are still working on rebuilding our FF Training Program, I will volunteer to coordinate and setup an Aux Training Program. This would be another great way for a spouse, significant other, extended family member, son, daughter or a friend to become involved in the department without the risks or requirements associated with being a firefighter. We will discuss this again at the next meeting just wanted to present this pilot program for review and feedback before voting on anything. Discussion followed. Boudreaux advised they had a similar program in his previous fire department.

Public/Open Comment:

- None

Equipment and supplies requested:

- \$115 Wick 375 Portable Pump - Back Pack Attachment to carry the pump
- \$100 Boat Motor Dolly

Building or Vehicle repairs requested:

- Plywood to patch holes in the wall in St2 Fire Bays

General Funds Balance: \$35,504.35 / 48.66% used **Donated Funds Balance:** \$38,953.26 / 5.05% used

Next Meeting / Upcoming Training / Upcoming Events:

Special Budget Meeting January 13th @ 1800hrs
 Next Regular Meeting January 27th @ 1800hrs / Training: TBD Possible Ice Rescue Training w/Coast Guard
 County FF Meeting February 15th 2022 – Ishpeming City FD
 Township Meeting January 18th @ 1900hrs in person or Online www.Freeconferencecall.com
 Free Conference Call Meeting ID: *powelltownshipboard*

Station Duty for January: Station 1 – Demay Station 2 - Weber

Tonight's Training: **Snowmobile Training & Ice Rescue Gear Familiarization**

Business Meeting Adjourned at: 1912hrs **Minutes Prepared by:** Chief Sutter

Chief's Notes: None

Our 2021 Station Duty Rotation is as follows:

<u>Month</u>	<u>Station 1</u>	<u>Station 2</u>
December	McWebb/Anderson	Boudreaux - Change Air Pack Batteries

Our 2022 Station Duty Rotation is as follows:

<u>Month</u>	<u>Station 1</u>	<u>Station 2</u>
January	Demay	Weber
February	Desmet	Roell
March	Anderson	Boudreaux- Change Air Pack Batteries
April	Goupille	Weber
May	Pelto	Roell
June	Iacovacci	Boudreaux- Change Air Pack Batteries
July	Ochylski	Weber
August	Moran	Roell
September	Stansky	Boudreaux- Change Air Pack Batteries
October	Cram	Weber
November	Sutter	Roell
December	McWebb	Boudreaux- Change Air Pack Batteries

If you need to swap a station duty with another member please let me know so I can update the schedule.