

**SPRING GROVE FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES
MONTHLY MEETING AGENDA-DECEMBER 20, 2016
7:00 PM**

1. CALL TO ORDER TIME 7:00 _____ PRESIDENT RUSHER

2. ROLL CALL PRESENT SECRETARY D. KATTNER
L. Rusher Y _____
E. Kattner Y _____
D. Kattner Y _____
H. Petska Y _____
P. Tierney Y _____
R. Curran, Atty. Y _____
R. Tobiasz, Chief Y _____
Visitors **Heino Puidak, BC Illges, DC Tobiasz, Bob Samuel**

3. MINUTES OF THE PREVIOUS MEETING SECRETARY D. KATTNER
MOTION TO APPROVE E Kattner ___ SECOND P Tierney _____ VOTE All ayes
Motion carried

5. TREASURER'S REPORT TREASURER PETSKA
MOTION TO APPROVE L Rusher ___ SECOND D Kattner _____ VOTE All Ayes
Motion Carried

6. ACCOUNTS PAYABLE TREASURER PETSKA
MOTION TO APPROVE L Rusher ___ SECOND E Kattner _____ VOTE All Ayes
Motion Carried

7. COMMITTEES/REPORTS
A. ATTORNEY
1. Approval of the Board meeting dates for 2017.
Motion to approve 2017 broad meeting dates
Motion by L Rusher second P Tierney
Vote: All Ayes
Motion Carried
B. BUSINESS REPORT
1. Review, discussion and possible action regarding the Annual Audit for FY 2016.
2. Approval of a policy change regarding failure to submit paperwork for the SIMPLE plan.
Motion to change in policy that requires you to submit your SIMPLE Pension information to the Chief, no later than 4pm the Friday before the first payday of the year. Failure to do so is taken as a declination of the offer of the plan.
Motion by L Rusher second E Kattner
Vote: All Ayes
Motion Carried
C. INSURANCE
D. BUILDING AND GROUNDS
1. Review, discussion and possible action regarding re-decorating the 2nd floor bunk room and day room; approval of a concept plan.
Motion to approve concept for 2nd flr remodel
Motion by H Petska second D Kattner
Vote: All Ayes
Motion carried
Suggested that Chief include building upgrades & remodel in 5 year plan
E. EQUIPMENT MAINTENANCE
1. Review, discussion and possible action regarding repairs to the standby generator.

**Generac bringing in Zoneatherm to look at governor issue. Unit 21 years old parts are obsolete. Frame is rotted away from salt/ Knoll steel quoted repair to frame pending parts for governor repair. Voltage regulator fixed & boards replaced
Occupancy sensors purchased for classroom & working on flag pole retrofit**

- F. SPRING GROVE VILLAGE/SGFD
1. Review, discussion and possible approval to send letter to VOSG RE: Residential sprinklers.
Reviewed letter to be sent to VOSG
- G. FIRE PREVENTION BUREAU
- H. SAFETY COMMITTEE REPORT
- I. CHIEF'S REPORT
**Minor damage to 1844 backing up without spotter. Employee spoken to reviewed by safety committee
One candidate, Larry Rusher has filed for the election.
Policy manual for review for January meeting**
7. OLD BUSINESS
- A. Review, discussion and possible action regarding the replacement Administrative Assistant.
**Motion to move forward with concept of hiring admin assistant.
Motion by L Rusher second P Tierny
Vote All Ayes
Motion Carried
Motion to pay Michelle Krysiak additional \$0.50 per hour for admin duties
Motion by L Rusher second E Kattner
Vote: All Ayes
Motion Carried**
- B. Review, discussion and possible action regarding the purchase of Target Solutions software for Training.
Discussed and will not purchase at this time
- C. Review, discussion and possible action regarding the plan for the purchase of a new tanker.
**Discussed the new tanker and set February 14, 2017 as the date for completion of the specs with February 21 as the day to go out to bid. BC Illges will be getting the committee together.
Motion to approve concept plan for tanker
Motion by L Rusher second P Tierney
Vote All Ayes
Motion Carried**
- D. Review, discussion and possible action regarding the plan for trialling new turnout gear.
Discussed the plan to begin reviewing PPE in January with at least 2 sets reviewed monthly in Jan, Feb and Mar. In April the COMMITTEE will decide on the most appropriate gear for SG so we can begin our replacement plan May 1, 2017.
8. NEW BUSINESS
- A. Acceptance of the resignation of two FF/EMT-Bs.
**Motion to accept the resignation of Colin Ellison
Motion by L Rusher second D Kattner
Vote: All Ayes
Motion Carried
Motion to accept resignation of Nick Koch
Motion by L Rusher second H Petska
Vote All Ayes
Motion Carried**
- B. Approval of a request for a six (6) month leave of absence to pursue education and a career out of state.
**Motion to approve 6 month LOA for Jasara Clow
Motion by L Rusher second E Kattner
Vote All Ayes**

Motion Carried

C. Approval of a request for a one (1) year school leave of absence.

Motion to approve 1 year school LOA for Nicole Oberg

Motion by L Rusher second D Kattner

Vote: All Ayes

Motion Carried

D. Review, discussion and possible action regarding Trustee CE.

In Cherry Valley will let Chief Tobiasz know who is attending

9. PUBLIC PARTICIPATION

10. EXECUTIVE SESSSION

A. Personnel.

Motion to enter Executive session

Motion by L Rusher second D Kattner

Vote All Ayes

Motion Carried 8:42pm

Motion to leave Executive Session

Motion by L Rusher second P Tierney

Vote: All Ayes

Motion Carried 9:03pm

11. ADJOURNMENT

MOTION TO APPROVE P Tierney__SECOND E Kattner_VOTE All Ayes

Motion Carried 9:04pm