

HARRISON TWP. FIRE DISTRICT #1
BOARD OF FIRE COMMISSIONERS

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Ken Powell, Chairman

Larry Crane, Vice Chairman

Andrea Reahm, Commissioner

Lawrence Moore, Secretary

Dr. Peter Sarkos, Treasurer

REGULAR MEETING
OF
August 17, 2016

The monthly meeting of the Board of Fire Commissioners was called to order by Chairman Ken Powell with the reading of the Open Public Meeting's Notice And the saluting of the flag.

ROLL CALL: Commissioner Crane, Moore, Sarkos, and Powell were in attendance.

Approval of Minutes:

On a motion by Crane, and seconded by Sarkos, it was moved to approve the July 27, 2016 minutes. ROLL CALL VOTE: All Ayes. Motion Carried.

PRIVILEGE OF THE FLOOR:

On a motion by Sarkos and seconded by Moore, it was moved to open the privilege of the floor. ROLL CALL VOTE: All AYES. Motion Carried.

On a motion by Sarkos and seconded by Crane, it was moved to close the privilege of the floor. ROLL CALL VOTE: All AYES. Motion Carried.

RESOLUTIONS:

A. 16-037 Hiring New District bookkeeper On a motion by Moore and seconded by Sarkos. ROLL CALL VOTE: All Ayes. Resolution approved.

DISTRICT CHIEF'S REPORT for July 2016.

FIRE PREVENTION REPORT for July 2016.

FINANCIAL REPORT:

On a motion by Crane, and seconded by MOORE, it was moved to approve the financial report. ROLL CALL VOTE: All Ayes. Motion Carried.

On a motion by Crane, and seconded by MOORE, it was moved to pay the bills. ROLL CALL VOTE: All Ayes. Motion Carried.

UNFINISHED BUSINESS:

The revisions to the Employee Manual were discussed. Solicitor Eric Riso went through the manual and found a few things we could change. He believed our email, voicemail, and computer usage policy and drug policy could be revised. After discussing those revisions recommended by the Solicitor, Chairman Powell suggested that the board move forward with the revision of the employee manual. On a motion by Moore and seconded by Sarkos, it was moved to approve the revised employee manual. ROLL CALL VOTE: All Ayes. Motion Carried. Lastly, Solicitor Riso suggested for the Commissioners to obtain business emails for fire district business only.

Unfinished business continued with the quotes for a new phone system. Al Richer obtained 3 quotes for the possible new phone systems. He contacted all 3 companies, which had different prices along with different qualities. Al Richer recommends a local company called TG. They will provide the firehouses with a hybrid digital system, along with doing their installation. The system provided by TG will be upgradable and expandable. The quote from TG is 5,900 for both firehouses. On a motion by Moore and seconded by Sarkos, it was move to approve the 5,900 quote for TG to provide new phone systems for both firehouses. ROLL CALL VOTE: All Ayes. Motion Carried.

Lastly, additional part time firefighters were discussed for unfinished business. Chief Pierson and Chief Bartholomew interviewed one candidate who previously applied and passed the required testing. Both Chief's believe Mr. Caprio meets all the qualifications, and recommend him as a new hire. A memorializing resolution will be made next month to move forward with Wayne Caprio as a part time firefighter. On a motion by Sarkos and seconded by Moore, it was moved to hire Wayne Caprio as a part time firefighter. ROLL CALL VOTE: All Ayes. Motion Carried.

NEW BUSINESS:

New business began with a discussion over preparations for the 2017 budget. Chairman Powell wanted to get the ball rolling on the budget, and give all 3 chiefs the opportunity to begin preparing budgets for both firehouses. Chairman Powell started discussing with Bowman the financial state of the fire district, and looking into bills the district should pay off. Lastly, new business concluded with a discussion over the paid staff and MSR chores and responsibilities. Chairman Powell believes there is a lack of oversight with both the paid staff and MSR's. Chairman Powell says things are simply not getting done. There seems to be conflict between both the paid staff and MSR's. Chairman Powell will be meeting with Chief Pierson and Dennis Chambers on these issues. Chairman Powell wanted to bring these issues to the attention of the other board members in the event future corrective actions need to be taken.

CLOSED SESSION:

NONE

ADJOURNMENT:

Since there was nothing further to come before the meeting, on a motion by Moore and seconded by Sarkos, it was moved to adjourn said meeting. ROLL CALL VOTE: All Ayes. Motion Carried.

The next meeting is scheduled for Wednesday, September 21, 2016 at 1930 hours.

Minutes Approved:

Lawrence Moore – Secretary

Ken Powell – Chairman

This is a brief summary of the meeting of the Harrison Township Fire Commissioners held on August 17, 2016 and should not be considered a verbatim transcript of the meeting.