



Committee Members Present: Chairman John Johnson, Village of Sturtevant Administrator Mary Cole, Village of Mt. Pleasant Trustee Ken Otwaska, and Lawrence (Bud) Eastman

Committee Members Absent: Acting Mt. Pleasant Village Administrator Tim Zarzecki

Village Board Members Present: None

Staff Members to the Board: Chief Robert Stedman

Guests: Village of Sturtevant Board Trustee Theresa Ailes, Division Chief Ed Lockhart, Battalion Chief Jon Keiser, Battalion Chief Steve Salvo, Lt. Dustin Ellis

1. **Roll Call** - Meeting called to order at 4:00 p.m. by Chair John Johnson

2. **Guests** - Village of Sturtevant Board Trustee Theresa Ailes

3. **Approval of June 1, 2017 Minutes:**

A motion was made by Mary Cole and seconded by Bud Eastman Ken Otwaska to approve the minutes of the June 1, 2017 meeting. **Motion Passed Unanimously**

4. **Operational Report and Update:** Chief Stedman referred to the Operational Report that was dated August 3, 2017 that was distributed to the Committee Members.

- a. The department had one retirement on June 19th. Lt. Perry Smith retired after 37 years of service to the department.
- b. We conducted a new firefighter applicant recruitment and applications closed on July 21st. The Police & Fire Commission will be conducting interviews on July 9th and 10th.
- c. Currently we have two members out on FMLA one for a childbirth and the second for a knee surgery. We will have another firefighter going out on FMLA soon for a childbirth.
- d. We changed how EMS calls are dispatched by the Dispatch Center implementing the use of the Priority Medical Dispatch system. This change was implemented on May 1st by Racine, Caledonia, and SSFD's. The system is working very well for all of us.
- e. The SSFD did provide resources to the City of Burlington during the recent flooding. We provided an engine with a crew for two 12 hour shifts and provided support in the Emergency Operations Center.
- f. We are in the process of collecting fire inspection information from owners and occupants of inspectable buildings for electronic fire inspection reports.



- g. The following table reflects the number and percentage of calls per station for the year to date ending July 31, 2017.

2017 Annual Calls By Station Through July 31, 2017		
#7	200	8.6%
#8	622	26,8%
#9	885	38.1%
#10	462	19.9%
Mutual Aid	96	4.1%
Other	56	2.4%
Total	2321	100%

5. **Fire Station #10 – Pilot Program with Emergency Response Areas with Caledonia Fire Department** - Chief Stedman discussed the concept of a Pilot Program with the Caledonia Fire Department to allow them to reassign their three members at Station #10 to their East Fire Station #12 for a period of six months. SSFD would then respond to all fire calls in Caledonia like we currently do and also respond to all EMS Calls in Caledonia ion Station #10’s area. This Pilot Program would allow both departments to evaluate how Station #10 could function with only one crew assigned as would most likely be what a consolidated fire department would operate. A motion was made by Mary Cole and seconded by Bud Eastman to support the six-month Pilot Program with Caledonia. **Motion Passed Unanimously**

6. **Request to Reprogram CIP Funds in the 2017 SSFD Budget** – Chief Stedman requested approval to reprogram \$75,000 in the 2017 CIP that was designated for Auto-Pulse equipment that would be delayed for three years. The reprogrammed funds request is for \$45,000 to be reprogram to purchase Extrication Equipment and \$30,000 for fire department radios. The radios in the CIP plan for 2018 would be removed from the plan if this request was approved. A motion was made by Ken Otwaska and seconded by Bud Eastman to approve the request to reprogram \$75,000 of the 2017 SSFD CIP budget for the extrication equipment and radios. **Motion Passed Unanimously**

7. **Fire Apparatus Replacement and Purchase Proposal** - Chief Stedman informed the Committee that the Mt. Pleasant Finance Director proposed to bond for the Quint Fire Vehicle that had been on the 2017 list, but not approved for funding. The Mt. Pleasant Finance, Legal, and License Committee approved move the bonding request to the Mt. Pleasant Village Board for approval on August 14th.



Chief Stedman made a presentation on the need to replace five fire apparatus over the next four years including the Quint that now was being moved forward for bonding in 2018.

Chief Stedman presented the information on lease/purchasing program and the costs of purchasing and leasing them for either 7 or 10 years at which time they would be owned by the SSFD. Chief Stedman shared with the committee the savings by purchasing all five vehicles at one time and the amount of potential savings that could be gained. A motion was made by Mary Cole and seconded by Bud Eastman for the Committee to endorse the proposed plan and to request both Village Boards to purchase all five fire vehicles at one time under a lease/purchase and/or bond program. **Motion Passed Unanimously**

8. **Review of Draft 2018 SSFD CIP Budget** - Chief Stedman presented the draft 2018 to 2022 CIP plan to the committee. The CIP plan would change substantially if the two Village Boards approved the vehicle replacement plan. The plan will be discussed more during the budget process.
9. **Public Comments & Discussion** – None
10. **Next Meeting** – The next meeting was tentatively scheduled for Thursday September 7, 2017 at 4:00 PM at the Village of Sturtevant Safety Building.
11. **Adjournment:** A motion was made by Mary Cole and seconded by Ken Otwaska to adjourn.

Motion passed Unanimously Meeting adjourned at 5:47 p.m.

Respectfully submitted

Robert W. Stedman
Fire Chief