



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

Committee Members Absent: Village of Mt. Pleasant Trustee Ken Otwaska (Excused)

Village Board Members Present: John Hewitt (Mt. Pleasant) and Theresa Ailes (Village of Sturtevant)

Staff Members to the Board: Chief Robert Stedman

Guests: Division Chief Ed Lockhart and Lt. Bill Miller

1. **Roll Call** - Meeting called to order at 4:05 p.m. by Chair John Johnson.
2. **Guests** – None
3. **Approval of November 2, 2017 Minutes:**

A motion was made by Bud Eastman and seconded by John Johnson to approve the minutes of the November 2, 2017 meeting. **Motion Passed Unanimously**

4. **Operational Report and Update:** Chief Stedman referred to the Operational Report that was dated January 4, 2018 that was distributed to the Committee Members.
 - a. Currently we have no members on FMLA.
 - b. One department member, Joe Schauer retired on December 7th and his replacement Jason Sinnen started on December 11th. He completed his 2 week training and started working 24 hour shifts on December 25th.
 - c. The department is all set to start using the electronic fire inspection reporting system with iPads starting and training will happen this month before they are used on fire inspections. The old fire inspection records are going to be moved to the computer network.
 - d. The work on the used ambulance that was purchased to be used for a remount has started on the modular box and the chassis should be delivered to Foster Coach Sales soon. It is expected that the completed remount ambulance should be delivered in mid to late April.
 - e. We will be making the trip to Emergency One, Inc. in the first week of February to conduct the final inspection and testing of the new Quint. It is expected that the Quint will be delivered to the department sometime in April.
 - f. The SSFD has notified the Village of Caledonia that effective January 1, 2018 we will continue to respond with them to fire calls in Station #10 area, but we will not longer respond on initial fire calls to Station #11 or Station #12 areas in the Village of Caledonia. We will also respond to any fire calls in Caledonia on mutual aid or MABAS calls, but there are a few issues with this



change.

- g. The offer to purchase the land for the EMS Station subject to zoning change was accepted. The cost of the land, which is about .66 acres was \$40,000 and it is located on the east side of Emmertsen Road just south of Spring Street. The Public Hearing for the zoning change will be in the evening of January 14th, the Plan Commission will meet on January 15th, and the Mt. Pleasant Village Board could approve the zoning change on January 22, 2018.

Plunkett Raysich Architects have almost completed Phase 1 of the design of the EMS station with information and a rendering that can be used for the zoning change meetings. Phase 2 of the architects work will include designing the station along with bid specifications. Phase 2 could be completed by the end of February and then the project could be placed out for bids in early March.

- h. The department has 26 members that are starting training in January for our Special Rescue Team program. Initially the members will attend 2 - 40-hour rope rescue training classes followed by a 40 – hour confined space rescue course all this spring. In fall, they will attend a trench rescue and collapse rescue courses. All of the members are attending the classes either on duty or off-duty, but those that attend off duty are not being paid they have all volunteered. It was estimated that sending 15 members to a 40-hour class and if we had to pay overtime it would be about \$30,000 per course.
- i. We have not sold the old white 1992 Quint yet, but we are still working with the dealer to get the best price possible. The real problem is its very old and parts are difficult to obtain.
- j. The issue of replacing fire apparatus has been placed on hold, but we plan on requesting a meeting with both Village Boards after the April election. We have been having significant repair on multiple fire apparatus the last four months so the need to replace the aging fleet will only become more critical.
- k. The following table reflects the number and percentage of calls per station for the year to date ending December 31, 2017.

2017 Annual Calls By Station Through December 31, 2017		
#7	339	8.4%
#8	1058	26.0%
#9	1540	37.9%
#10	860	21.2%
Mutual Aid	159	3.9%
Other	107	2.6%



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Total	4062	100%
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5. **Review of Draft 2018 SSFD CIP Budget and 2018 Proposed Budget-** Chief Stedman reported the final budget was passed on November 15, 2017.
6. **Fire Apparatus Replacement and Purchase Proposal – Status** - Chief Stedman reported on this subject under the Operational Report.
7. **High School Internship Program** – Chief Stedman reported that three Case HS students had been interviewed and the results of the interview were not known at this time.
8. **Public Comments & Discussion** – None
9. **Next Meeting** – The next meeting was tentatively scheduled for Thursday February 1, 2018 at 4:00 PM at the Village of Sturtevant Safety Building.
10. **Adjournment:** A motion was made by Maureen Murphy and seconded by Mary Cole to adjourn.

Motion passed Unanimously Meeting adjourned at 5:20 p.m.

Respectfully submitted

Robert W. Stedman
Fire Chief