

OCQUEOC/BEARINGER FIRE BOARD MEETING  
Tri-Board Meeting, Thursday, 7 March 2013 7:00 PM  
Draft Minutes

Meeting was called to order at 7:07 pm by Chairman, Jeff Foster followed by the Pledge of Allegiance. The following board members were present:

Jeff Foster, Chairman	(Trustee – Ocqueoc)
Jerry Counterman	(Supervisor – Ocqueoc)
John Malaski	(Supervisor – Bearinger)
Beverly Rossetto, Treasurer	(Clerk – Bearinger)
Archie Patterson, Secretary	(Trustee – Bearinger)

Other Township Board members in attendance:

Keitha Malaski	(Treasurer – Bearinger)
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Dolores Merchant	(Treasurer – Ocqueoc)
Pamela Schaedig	(Clerk – Ocqueoc)
Valentine Jaroch	(Trustee – Ocqueoc)

Other attendees:

Gary Yaklin, Fire Chief  
Charles Merchant, Assistant Chief  
Anna Beach, Medical Coordinator

Beverly Rossetto made a motion to accept the Agenda as presented, seconded by John Malaski. Motion Carried.

The minutes from the last meeting were read and a change was suggested in adding acceptance of Debbie Counterman pending a physical. Motion to accept the minutes as revised made by Jerry Counterman, seconded by John Malaski. Motion Carried.

Treasurer's Report was given by Beverly Rossetto and she requested to move money between accounts to pay the bills. Requested to move \$1280 from Education to Wages, move \$450 from Education to Misc. and to move \$177 from Fire Board Misc. to Equipment and Supplies. Motion to approve was made by **John** Malaski and seconded by Archie Patterson. Motion Carried.

A letter of appreciation, received by the Department, from a person who was assisted by two of our Volunteers between Cheboygan and Presque Isle County line. The letter expressed appreciation to the two volunteers for stopping and providing basic first aid assistance and staying with him until a tow truck arrived. The board expressed their appreciation to the two volunteers as well.

Fire Chief's Report

One Fire Run to the Biological Lab was a false alarm.

EORV is 100% complete and ready to go. Our Volunteers have been training in the procedures for loading and unloading the vehicle.

New Thermal Imaging Camera is now installed in a compartment in the Engine 701 and will be kept charged by a connection in the compartment.

Meth-Lab awareness training was conducted pointing out the dangers of responding to a facility that has been used as a Meth Lab.

Emergency vehicle drivers training will be conducted in Rogers City next month.

Jeremiah McQuaid has work conflicts and was not able to continue with Fire Fighter I & II training.

Paul Counterman has Fire Fighter I & II certifications.

Debbie Counterman will attend First Responder Training when a class is available.

Mutual aid agreements are being reviewed to ensure they all contain a common language used by all the members. This will prevent misunderstandings.

Having an attorney review document.

Fire Board and both Townships to review as well.

Evaluation of the vehicle exhaust extraction system determined it would cost around \$60,000 for our building and needs further review.

New Flag Pole installation is pending appropriate weather for installation.

Reviewing the cost for an outside lighting system for our facility.

#### Assistant Chief's Report

EORV training on unit 704

Need to update rig inspection forms

Future training review underway, March – extricating equipment training. April – Wild land Fire training. May – water supply use & water systems training.

Paul Counterman offered to assist in combating wild land fires training.

Unused money in County Training Funds

Working on getting MiOSHA training to come to site without inspectors.

Training costs are up. Looking to build some of our own training equipment.

#### Medical Coordinator Report

From 2 January thru 13 February there were fifteen medical runs and Allied responded to all fifteen. Two calls were in Bearinger Township and 13 calls were in Ocqueoc Township. Of these calls three were to Golden Beach Manor. Master forms are on the computer. EMS training 13 February, and CPR & AED training 27 February. Everybody passed.

#### Wage Compensation Report was given by John Malaski

Outlined a pay system that normalizes the compensation between Fire Fighters and First Responders. A copy of the plan is attached.

It was suggested that First Responders come to the station and get the Ambulance and use it. Some suggested that during bad weather it was better to use their own vehicles as many are 4-Wheel Drive and the Ambulance is not. Also it is often quicker to get to the scene going directly from their current location. Seems we are not using the Ambulance enough.

#### Related discussions:

The board wants to encourage people to up-train when possible.

Question asked about mileage paid if one person drives the Ambulance and one drives their privately owned vehicle (POV). Answer was no mileage paid.

A discussion concerning Fire Department physicals. If members need to have a physical from a Fire Department selected source they desire a better provider that is fully equipped to do physicals. One suggestion was Thunder Bay clinic. Board agreed to investigate.

John Malaski suggested we pay staff for performing routine maintenance on the vehicles.

The board would also like to purchase shirts and jackets for the volunteers.

Beverly Rossetto moved we accept the wage proposal as written. Seconded by John Malaski. A roll

call vote was called for:

Yes votes:

Archie Patterson, John Malaski, Beverly Rossetto, Jerry Counterman, Jeff Foster

No votes:

None

Debbie Counterman has passed her physical and meets the FD requirements. It was suggested we accept her on condition she can pass another physical in six months. After a brief discussion the suggestion was withdrawn.

Motion by Beverly Rossetto to accept Debbie as a volunteer and seconded by John Malaski.

Motion Carried.

At 7:45 pm the regular meeting was recessed and the Budget Meeting was called to order.

The Budget was reviewed by sections. It was noted that some sections were increased such as the wages up by \$3000 to cover the new wage plan. Public Awareness was added to the budget. It was noted that there will be roll over which will reduce the amount required from each Township. Beverly Rossetto suggested the amount of roll over in the range of 13,000 for capital outlay and \$13,000 for Operations. This will reduce Township contributions to around \$56,700.

The budget meeting was suspended and each Township voted on the budget.

Ocqueoc – Dolores Merchant Moved and Supported by Pam Schaedig

Roll-Call vote:

Yes: Jeff Foster, Jerry Counterman, **Dolores** Merchant, Pamela Schaedig, Valentine

Jaroch.

No: None

Bearinger – Archie Patterson Moved to accept, Seconded by Keitha Malaski

Roll-Call vote:

Yes: Beverly Rossetto, Archie Patterson, Keitha Malaski, **John** Malaski

No: None

Budget Meeting adjourned at 8:35 pm and regular Fire Board meeting resumed.

Beverly Rossetto read the budget resolution

Roll-Call vote:

Yes: Archie Patterson, John Malaski, Jerry Counterman, Jeff Foster, Beverly Rossetto

No: None

Beverly Rossetto read the Interagency Agreement. Only change from prior agreement is the Fire Board meets six times per year on the 1<sup>st</sup> Thursday of the month.

Reviewed the letter of understanding between the Townships which now spells out what happens to the Fire Department assets should one township withdraw. Will expire in two years on 31 March 2015.

Bearinger Township Motion to accept the Interagency Agreement with letter of understanding by Archie Patterson and seconded by Beverly Rossetto. Roll-Call vote:

Yes: Beverly Rossetto, Archie Patterson, Keitha Malaski, John Malaski

No: None

Ocqueoc Township Motion to Accept the Interagency Agreement with letter of understanding by Jeff Foster and Supported by Dolores Merchant. Roll-Call vote:

Yes: Jeff Foster, Jerry Counterman, Dolores Merchant, Pamela Schaedig, Valentine Jaroch  
No: None

Question was raised about the lack of an at-large board member which disappeared when Beverly Rossetto was appointed Clerk in Bearinger Township. It was agreed that Ocqueoc Township would have their lawyer review the situation and provide an opinion.

Both Townships having passed the agreement, confirms the agreement is accepted.  
Ocqueoc and Bearinger Townships Officers signed the Agreement.

2011/2013 Audit Contract from J.W. Kieliszewski was presented. Motion to accept contract for services made by Beverly Rossetto seconded by John Malaski.

Roll-Call vote

Yes: Jeff Foster, Jerry Counterman, John Malaski, Beverly Rossetto, Archie Patterson

No: None

Public Comment:

Can obtain Fire Fighter I on line. Need to ask if we can accept FF I on line training.

Can't do medical training on line.

Payment for training

Motion made to adjourn the meeting by Beverly Rossetto, seconded Jerry Counterman.

Motion carried, meeting adjourned at 9:05 pm.

Minutes taken and respectfully submitted by:

Archie Jay Patterson II  
Secretary

**2013-2014 BEARINGER/OCQUEOC FIRE DEPT. COMPENSATION  
(FOR IMPLEMENTATION APRIL 1, 2013)**

**FIREMEN:**

Response to calls (1st 2 hour unit)	\$30	no mileage paid.
Each additional hour	\$15	(\$7.50 per 1/2 hour)

- Along with Chief or Assistant Chiefs approval for additional hours after returning to fire hall for prep of equipment for next run, and added to their run pay at run rate(\$15/hr.)  
*[Example = 5 hrs. would be \$75 in payment, 5 1/2 hours would be \$82.50]*

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**FIRST RESPONDERS:**

EMT's and above:

Response to calls (1st 2 hour unit)	\$30	no mileage paid, can use their own vehicle or ambulance.
Each additional hour	\$15	(\$7.50 per 1/2 hour)

*{Example = 4 hrs. would be \$60 in payment, 4 1/2 would be \$67.50}*

EMR's:

Response to calls (1st 2 hour unit)	\$25	no mileage paid, Can use their own vehicle or Ambulance.
Each additional hour	\$12.50	(\$6.25 per 1/2 hour)

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**\*\*All Personnel:**

Pay for meetings as per current procedure (\$20 per meeting).

Pay for mileage for training and physicals (as per current procedure).

All volunteers' physicals as of April, 2013, will be performed and paid for by fire department at designated fire department doctor. Physicals performed in March, 2013 or prior can be performed at doctor of volunteer's choice (as per current agreement).

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**Maintenance@ Fire Hall:** At Chiefs request, firemen or first responders may be paid at a rate of \$10 per hour to do maintenance/repairs on fire hall building or fire equipment.

\*\*[2013 -Purchase 25 hats and shirts with fire department emblems for all volunteers.  
2014-target for jackets with fire department emblems for all volunteers]

Ocqueoc/Bearinger Township Fire Department  
Operating Budget 2013 – 2014

Description	2012-2013	2013-2014
<b>Fire Board</b>		
Secretary/Treasurer	\$ 900.00	\$ 900.00
Board Members	1,200.00	1,400.00
Employers SS & Med		200.00
Office Supplies/Postage	350.00	350.00
Association Dues	100.00	100.00
Printing and Publishing	150.00	150.00
Miscellaneous	750.00	500.00
	\$ 3,450.00	\$3,600.00
<b>Fire Hall</b>		
Office Equipment/Supplies	\$ 1,000.00	\$1,000.00
Other Supplies	500.00	500.00
Radio/Pagers	500.00	500.00
Utilities	3,000.00	3,000.00
Office Utilities		1,000.00
Repairs /Maintenance	4,500.00	4,500.00
Snow Removal	850.00	850.00
Miscellaneous	500.00	500.00
	\$10,850.00	\$11,850.00
<b>Volunteers</b>		
Fire Chief Assistant	\$ 2,000.00	\$2,000.00
Chief Employers SS & Med Safety Equipment	1,000.00	1,000.00
Education and Training	2,000.00	2,000.00
Wages	5,000.00	5,000.00
Miscellaneous	8,000.00	1,100.00
	500.00	500.00
	\$ 18,500.00	\$22,100.00
<b>Medical Firsts Responders</b>		
Coordinator Salary	\$ 1,000.00	\$1,000.00
Equipment/Supplies	1,200.00	1,500.00
Mileage		500.00
Miscellaneous	500.00	500.00
	\$2,700.00	\$3,500.00

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Description	2012-2013	2013-2014
<u>Vehicle Program</u>		
Maintenance	\$ 3,000.00	\$3,000.00
Gas/Oil	1,000.00	1,000.00
Replacement Tires/Maintenance	2,000.00	2,000.00
Miscellaneous	200.00	200.00
	\$ 6,200.00	\$6,200.00
<u>Other Functions/Controls</u>		
Insurance	10,000.00	\$10,000.00
Audit		2,000.00
Miscellaneous	200.00	200.00
Dry Hydrants Repair	5,000.00	3,000.00
Public Awareness		1,000.00
	\$15,200.00	\$16,200.00
<b>Total Operating Budget</b>	<b>\$562900.00</b>	<b>\$562,900.00</b>

Ocqueoc/Bearinger Township Fire Department  
Capital Outlay Budget 2013- 2014

Description	2012 -2013	2013-2014
<u>Capital Outlay/Equipment</u>		
Radio/Pagers	\$ 3,000.00	\$3,000.00
Traffic Control Gear	300.00	300.00
Emergency ORV	25,000.00 (delete)	
Security Cameras	2,000.00 (delete)	
New Turnout Gear	3,000.00	4,500.00
New Ice Rescue Equipment	1,000.00	1,000.00
New Life Rescue Ropes, Etc.	1,000.00	1,000.00
Thermo Imaging Camera	8,400.00 (delete)	
New Hose and Nozzles	4,000.00	4,000.00
Miscellaneous	500.00	2,500.00
	_____	_____
<b>Total Capital Outlay Budget</b>	<b>\$48,200.00</b>	<b>\$16,300.00</b>
<b>Total Budget</b>	<b>\$105,100.00</b>	<b>\$80,400.00</b> <i>f(t), u</i>

**Total 2013-2014 Budget**

Operating Capital	\$64,100.00
Outlay	\$16,300.00
<b>Total 2013-2014</b>	<b>\$80,400.00</b>

**Townships Contributions**

Ocqueoc Twp. Operating	44.81%
Ocqueoc Twp. Capital Outlay	50%
Bearinger Twp. Operating	55.19%
Bearinger Twp. Capital Outlay	50%



