THE MINUTES OF A REGULAR MEETING OF THE PRINCETON FIRE ADVISORY BOARD HELD AT 7:00 P.M., October 2, 2018, AT THE PRINCETON PUBLIC SAFETY BUILDING

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1. Call to Order – Chair Whitcomb called the meeting to order at 7:00 P.M. at the Princeton Public Safety Building.


Others Present:  
Staff Present: Ron Lawrence Chief PFRD, Robert Barbian City Admin.

2. Review/Consideration of August 7, 2018 Minutes  
Jenkins moved to approve the September 4, 2018 Minutes, Beck seconded the motion. The motion carried unanimously.


4. Ad Hock Fire Department Working Committee Report: A summary of the meeting held 10-25-18 was given. Considerable discussion occurred. The committee concluded that moving to an appointed Fire Chief with the 5 recommendations was a good direction for the Fire Department. Discussion on the overall Fire Department budget and the need for two fire trucks was emphasized and supported. It was voiced and lead to a consensus that the current funding level of the Chief position, by all parties with the addition of relocation dollars, leaving an option for the city to add compensation and have the towns continue considering future contributions in a stepped process was supported. This putting the towns in a good position to take the truck cost to the upcoming Annual Town Board meetings for approval.

Nelson moved to approve the 5 recommendations of the Ad Hock Fire Board Committee listed, Anderson seconded the motion.

1. The attached Job Description that balances the responsibilities of the Fire Chief with the duties of relocation program duties, qualifying the Fire Department to use of Relocation Grant funding be adopted.
2. The Princeton Fire & Rescue Department Handbook be amended as shown on the attached page.
3. That Relocation Dollars be used to support the compensation package of an appointed Fire Chief. That the Fire Advisory Board and City Council consider additional levels of compensation support for the position for 2019 and or in the future. A chart will be provided at the meetings.
4. That the Committee take a lead role in the process and selection of the Fire Chief.
5. That the Ad Hock Fire Department Committee be utilized and operated with the foundation and policies that follow:
   A. The members to be represented and composed of: 2 members of the Fire Advisory Board other than City representatives, 2 members of the City one being the Administrator and a City Council Member and a Princeton Fire Fighter. All members to be so selected by their representative membership organization.
   B. The Committee work to develop and implement fair and balanced policies in which the Fire Department represents the Townships and City in a correspondingly fair and equal manner in the provision of services for the district.
C. The Committee be responsible for formulating policies as needed in which the Townships and City agree to operate the Fire Department. Voting decisions to be determined by simple majority. All decisions to advance to the Fire Advisory Board and City Council.

D. The Committee meet to recruit, screen, interview and choose the top candidate to be appointed as Fire Chief. Further taking on the role of participating in annual reviews to ensure all parties of the Fire Advisory Board have a voice in the Fire Department Operations.

E. That members be responsible to fairly balance and represent all interests equally regardless of their jurisdiction for the good of emergency service availability.

THE MOTION CARRIED UNANIMOUSLY.

5. Reports:
Chief Lawrence reported that as of today there are 28 call in September. Further the written reports were due to changes in the computer systems occurring with the state that are being worked through to fix. The SCBA equipment, being funded by the grant is being demonstrated by MSA, Scott, Drager companies for selection.

In looking to next year’s grant cycle there are opportunities for a micro-grant with equipment hoses etc. and possibly for the engine. Discussion of applying for the engine received a lot of support even after hearing about the difficulty it may be to receive an award. The Chief indicated that the cost of the trucks will be 550K for the engine and 450K for the latter truck. He went on to explain how this budget would be met.

ANDERSON MOVED TO APPROVE APPLICATIONS FOR A MICRO GRANT AND AN EQUIPMENT GRANT, NELSON SECONDED THE MOTION. MOTION CARRIED.

Other items reported: Fire Prevention week October 8th and that the Ford 350 is expected in arrive soon.

5. Old Business: None

6. New Business

7. Next Meeting & Agenda
The next meeting date is November 5, 2018

8. Adjourn
BECK MOVED TO ADJOURN, NELSON SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY AT 7:53 P.M.

Respectfully Submitted,

Robert Barbian
City Administrator
Ad Hock Fire Department Committee:  
Meeting Date: 10-30-2018

Members Present: Arvid Jenkins, Cathy Lundeen, Paul Whitcomb, Chad Heitschmidt and Robert Barbian. Also Present: Steve Jackson

The Committee met to consider recruit, screening, interviewing and choosing of the Fire Chief to be appointed. Ron Lawrence is the only applicant. Considerable discussion occurred.

Jenkins moved to recommend to the Fire Advisory Board that Ron Lawrence be appointed as the Fire Chief starting January 1, 2019, Lundeen seconded the motion. The motion carried unanimously.