

Deerfield Township Fire Board
Minutes for June 18, 2007

Members Present: D. Webster, T. Swanson, D. Wood, C. Purtill, Chief Hoffman, Asst. Chief Martin, Randy Martin (for Lynne Wyatt)

Member(s) Absent: L. Wyatt

Guest: Greg Walterhouse

Meeting called to order at 7:03pm by Mr. Swanson, chair.

Motion by Webster, second Purtill to approve the minutes of May 21, 2007 as submitted.
APPROVED.

Fire Chief's Report: Chief Hoffman

Beginning Cash Balance	\$123,478.75 (Adjusted to month end 5/31/07)
Income	\$525.00 (for month of May)
Bills paid (in May)	\$62,806.86
Ending cash balance:	\$61,196.59
Bills to be paid (for June)	\$2,127.87

One (1) run for the month of May
P.I. Accident w/ injuries

Old Business:

- A. Grant submitted to Mt. Pleasant Community Foundation for assistance with paying for thermal imaging camera and gas monitor.
- B. If possibly, plan is to host Fire Fighter 1 & 2 class in October. Cost of class is about \$600-700. Hope is to have financial support from state.
- C. ISO update: Skip Darling from National Fire Services is scheduled to visit next week per consultant contract for ISO rating. Board members were invited to attend review. Asst. Chief Martin will call board members when exact date of visit is confirmed.
- D. Discussion of current status regarding ISO – Greg Walterhouse: Mr. Walterhouse is an area firefighter assisting with a review of current practices. Mr. Walterhouse observed and noted the following:
 - a. Need to review prior ISO report – last report 1993
 - i. Report unable to be located on premises. Asst. Chief Martin has written for a copy of the report.
 - b. Equipment appears to be in good order
 - c. Water shuttle capability appears appropriate
 - d. Concern: training deficiencies
 - e. Suggests automatic mutual aid with Fremont and Mt. Pleasant
 - i. Motion by Webster, second Purtill to recommend to the township board that automatic mutual aid be established with Mt. Pleasant, Fremont, and Nottawa-Sherman Fire Departments. APPROVED.
 - f. Complete information on commercial buildings
 - i. Information regarding commercial buildings is $\frac{3}{4}$ complete, remaining information will be entered in the Firehouse software within the next 30 days.

- g. Record Retrieval
 - i. Use of Firehouse software must be improved to allow for appropriate record retrieval.
 - h. Mr. Walterhouse informed board that once a request for ISO review has been received there is about a 12-18 month wait. Fire board members suggest a letter be sent within the next 2 months requesting a review. Asst. Chief Martin with the assistance from Mr. Walterhouse will draft a letter requesting a review. Letter must be sent from the township supervisor.
- E. Assistant Chief Martin reported findings on salary information from several area fire departments' (Fremont, Nottawa-Sherman, Shephard). Asst. Chief Martin will organize information for next meeting for continued discussion.
- F. Chair Swanson met with firefighter Richmond, Chief Hoffman, Asst. Chief Martin regarding concerns voiced by firefighter. Mr. Swanson will write a report and submit to board for discussion.

New Business:

- A. Board did not receive copy of May minutes prior to meeting. Mr. Martin will remind office manager to send minutes to board members.
- B. Request from Mr. Martin that the Fire Department Report be prepared by Wednesday (week prior to meeting) and submitted to township clerk so that it can be included in the township board's meeting packet.
- C. Pump test on Engines 8-10 & 8-11 is complete. All trucks have been serviced.
- D. New water tender is on schedule to be delivered the 1st week of September.
- E. Chair Swanson requested additional information from Chief Hoffman regarding Cost Recovery Corporation.
- F. Concern from Mr. Purtill regarding access to several dry hydrants. Parking problems due to recreational use of public waterways has been noticed. Asst. Chief Martin will contact road commission and/or MDOT regarding the procedure to have signs posted at dry hydrants.

Public Comments: None

Motion by a Wood, second Purtill to adjourn. CARRIED. Adjourn 7:48 pm.

Respectfully Submitted,
Denise Webster, Secretary