

OLIVE TOWNSHIP FIRE BOARD MEETING
September 28, 2017 7:00 pm

Members Present: Randy Vander Zwaag, Duane Wolters, Tom Meeuwsen, Rick Raak, Cal Brandsen, Terry Rouwhorst

Members Absent with Notice: Mike Nephew

1. Chairperson Randy Vander Zwaag called the meeting to order at 7:00 pm.
2. Minutes of the February 9, 2017 meeting were read and approved.
3. No public comments received.
4. Expenses for the September 23 Pancake Breakfast were \$1,676.00, with expenses of 682.91, leaving a \$993.09 profit from the well attended event. Displays from Central Dispatch, Ottawa County Sheriff's Department Marine Division and K-9 unit, and Aero-Med were present.
5. Personnel available for daytime responses was discussed. The new 24/7 dispatch procedure will be a tone, then given four minutes to respond. If no response we will be toned again and given a final two minutes to respond, if still no response mutual aid response will be toned. We are given a total of six minutes to respond before mutual aid is initiated.
6. A revised Agreement to Raze a Current Dwelling was reviewed and approved. The Agreement will go to the Township Board for adoption.
7. Chief's Report
 - a. Run Sheet was reviewed: runs are up, wild fires are down
 - b. Personnel Items:
 - i. Counts
 1. 25 full pay
 2. 3 trainee status, with one going through school
 - ii. Firefighter Vanderbilt did not pass medical, and missed fire training by one
 - iii. Reimersma has turned in equipment, but not uniforms
 - iv. Matt Padding works full time for Grand Haven Public Safety
 - v. Eric Daniels started full time for Cascade Fire
 - vi. Aaron Goodell was hired, and is taking medical training
8. Standard Operating Guidelines to be reviewed in the coming year
9. Burn house on 116th Avenue release has been signed
10. Leather boots have been delivered
11. SCBA fill station will be ordered
12. Standby generator is not working. It will be repaired
13. Active 911 application has been working well
14. Update on Central Dispatch 800 MHZ was presented. A timetable and options were discussed
15. Report given on the Active Shooter Summit meeting on September 28, 2017
16. MABAS: Motion made and approved to withdraw from MABAS Agreement. Chief Wolters is to clarify the procedure to accomplish this

17. Tom Meeuwsen presented a fire apparatus review
18. Fire Ordinance was updated, and the proposal to approve the amended ordinance was passed. It will go to the Township Board for adoption.
19. There was no Round Table discussion
20. Meeting adjourned at 9:15 pm

Submitted by,

**Terry Rouwhorst
Olive Township Fire Board Secretary**

OLIVE TOWNSHIP FIRE BOARD MEETING
February 9, 2017 7:00 pm

Members Present: Randy Vander Zwaag, Mike Nephew, Rick Raak, Duane Wolters, Tom Meeuwsen
Members Absent with notice: Terry Rouwhorst, Cal Brandsen

1. Chairperson Randy Vander Zwaag called the meeting to order at 7:00 pm.
2. There were no public comments
3. Randy read the minutes from the August 11, 2016 meetings. Minutes were approved with addition of interviewee names to item number 5.
4. Fire Chief Duane Wolters gave the chief's report.
 - a. Review of the run sheet- 220 runs March 2016 through January 2017
 - b. Chief Wolters is working on an automatic mutual aid agreement with Port Sheldon Township.
 - c. The fire department recently had a smoke house training with Robinson Township
 - d. The fire department is testing a responding program
 - e. Firefighters Tackett and VanderBilt completed medical first responder training
 - f. Firefighters Rotman, Heyboer, and Ponstein are taking fire officer III training
 - g. Chief Wolters is taking fire inspector training
5. Aaron Goodell was interviewed for a firefighter position. He was approved pending a background check.
6. A job review was performed for Deputy Chief Tom Meeuwsen. Comments were very favorable and a thank you was given for his service.
7. Truck 271 was repaired, but still had problems. For next meeting there will be more information on Truck 271 and a timetable on purchasing a new truck
8. Discussion of the 2017 Budget
 - a. Add a line item for the upgrade of SCBA fill station because of safety reasons
 - b. 2017 budget was passed and forwarded to the township board for their approval
9. Request to replace 20 pairs of rubber boots with leather boots for firefighters. Money to come from the special safety equipment account. Request approved by Fire Board.
10. Meeting adjourned at 8:50 PM

Respectfully submitted by,

Rick Raak