

Bass Lake Fire Department

Status Information from the May 6, 2013 FD Business Meeting for the May 13 Town Board Meeting

Business Meeting 7:00 PM on Monday May 6, 2013

Location - Fire Department, County Road K

TOWN OF BASS LAKE, SAWYER COUNTY

1. **Call to order and roll call** – 10 – members in attendance – quorum established
 2. **Confirmed Posting of Agenda** in three Public Locations– Required public notice given
 3. **Agenda -- Approved**
4. **Confirm Approval of Minutes of last Business Meeting -- Approved**
 5. **Old Business** – Jeff, Truit, Noah, Lance, Ely, Tom, Patrick
 - i. *Reviewed status of 16 assigned action items discussed and updated*
 - ii. *Equipment from Engine #1 had been moved to Engine #2. Most equipment has been returned to engine #1, but it should be inventoried... it will be inventoried*
 - iii. *Disposal of equipment in storage (as identified on inventory list-Noah will confirm descriptions and content) will follow appropriate process—Truit will coordinate with Noah.*
 - iv. *Chainsaw training – Trained members will be responsible for felling trees. Purchase of a wedge pack approved with a \$250 limit. Truit will look into it*
 - v. *DNR indicated that no additional Wildland training is required.*
 - vi. *Update on 6x6 vehicle evaluations – discussed brands and capability options—a Wildland support capability with trailer could cost up to \$30,000. Board told of potential purchase—but no decision will be made by the FD right now*
 - vii. *Buy a new flag. On order approx. \$50.*
 - viii. *Status of approved Spending presented at last board meeting*
 1. *(4) GPS devices--- up to \$2400. Ordered for a total of \$1,999.80. Received, in service. (1) Device returned on warranty.*
 2. *(up to 6) Wildland PPE including bags –up to \$2000. Received, in service.*
 3. *(2 sets) Large rings and hooks for ice rescue equipment – up to \$50. Received, in service.*
 4. *(2) Firefighter’s Handbook of Hazardous Materials – up to \$125. On order.*
 5. *(1 each) NFPA codes 1852(SCBA), 1962(Hose), 1911(Fire Pumps), and 1932(Ladders)—up to \$225. Received.*
 6. *(2) Binoculars with range finder –up to \$2000. Received, in service*
 7. *(2) New rescue rope and bucket reel units (to complete the ice rescue equipment)—up to \$1500. Pat is still looking into options. This has been put on hold till a decision is made by the Town Board regarding the FD duties (fire, fire/rescue)*
 8. *New communication equipment – Ordered (4) lapel mics for entry teams and (2) headsets for pump operators—up to \$2000. Original approval was for 6 units – will order (2) More lapel mics will be ordered pending monies on the FD card.*
 - ix. *Picnic plans: The picnic is scheduled for Sat. 7/20/13. A motion was made and approved to put the donation request letter on hold. (1) Opposed.*

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6. **April Incident Review** – Jeff Peake
 - i. *One chimney fire - mutual aid for LCO*
 - ii. *One vehicle accidents - mutual aid for LCO (hooks for hydraulic ram located in chain bucket, back driver compartment of Tender 1)(come-along will be in tender 1)*
 - iii. *One landing field request – mutual aid for LCO*
 - iv. *One Outdoor wood boiler*
7. **Safety Topic of the Month** – Wildland Fire Safety -- Tom Kershaw *Lance has Wildland/Urban Interface DVDs, available to all members.*
8. **Training Update** – Lance Graber
 - a) **April training meetings -- combined effort xxx hours**, for year total of xxx hours
 - i. *WITC Entry Level Firefighter – Elvin, Noah, Ethan completed*
 - ii. *WITC Firefighter 1 – Jeff, Patrick, Ross, & Lance passed written final*
 - iii. *WITC Hazmat Operations – Jeff, Patrick, Tom, Ross, & Lance completed training*
 - i. *BL FD fire pumper operations – Elvin, Lance, Ross, Jeff, Patrick, Ethan, Enos, Tom, & Noah attended*
 - ii. *Hayward FD – RIT, ventilation, and self-rescue – Noah, Ross, Ethan, Patrick, Jeff, Lance*
 - iii. *WISDOT – NW “TIME” Meeting (Traffic Incident Management Enhancement)- Lance, Noah, Patrick attended*
 - b) **Upcoming training meeting opportunities**
 - i. *Darley CAFS training now scheduled for Monday May 20*
 - ii. *WISdot TIME is scheduled for Tues 5/14, 4:30pm to 9:30pm at WITC Rice Lake*
 - iii. *Driver operator at LCOFD 6/10-6/31 6pm-10pm Fridays*
 - iv. *Live burn simulator is scheduled at the Washburn FD Sat 5/11 9am-1pm*
 - v. *Live burn simulator is scheduled by the New Richmond FD at NR Campus, Mon 5/13 6pm-10pm*
9. **Equipment Readiness and Compliance Update** – Patrick Peake
 - i. *Hose testing is scheduled for 8am Sat. 5/18/13, weather permitting.*
 - ii. *Have requested coordination of ladder testing and SCBA face mask fit testing be put on the agenda for the next Sawyer County Fire and Rescue Association meeting as a way to save money.*
 - iii. *Fire pump maintenance is tentatively scheduled for the week of May 13. This puts service testing in the June timeframe.*
10. **Vehicle Maintenance Update** – Truit Campbell
 - i. *Vehicle maintenance scheduled for April—completed for all trucks except tender 1(tender 1 completed 5/7/13)*
 - ii. *Oil sample for Engine 1 sent in for testing—water found in the oil. Engine#1 removed from service, repaired, back in service. Second oil sample will be taken in the future(Truit)*
11. **Secretary’s Report** – Tom Kershaw and Noah Lattin
 - i. *Training Records and Certificates – we received WITC transcripts for Lance.*
 - ii. *NFIRS reporting status— records are a little behind due to transfer of Secretary duties*
 - iii. *New folders created in the office for training records, service test and maintenance, pay roll and meeting records, FD and member records.*

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12. New Business

- i. *Additional proposal to allow FD members to support other fire departments—consider operating Bass lake and LCO as a combined FD – by agreeing to have both paged at the same time for all calls. This would allow the First Responders to be members of LCO with no conflict on fire calls for Bass Lake. **Recommendation not approved***
- ii. *New equipment proposals*
 1. *(1) 2.5” Gated Wye x (2) 2.5” (up to \$750, Chief page 58) **Approved***
 2. *(2) 36” Hooligan (Halligan)Tools T982 std claw and AK177 metal cutting claw (up to \$390, Darley page 143) **Approved***
 3. *(1) Lifting bag kit with 12 volt compressor (\$5,250, Darley page 163) **Scheduled for discussion at next meeting.***
 4. *(2) Hooks for hydraulic ram (cost and source to be determined) see accident, LCO MA. **Removed.***
 5. *(1) 300 foot roll of tubular webbing. (up to \$115, <http://www.edarley.com/rescue-gear/tubular-webbing/>) **Approved***
 6. *(15) Self rescue shears (up to \$55, <http://www.chiefsupply.com/2491-EMI-Heavy-duty-Emergency-Shears.aspx>) **Approved***
 7. *(2) lighted stop/slow paddle sign (up to \$200, <http://www.sirennet.com/svtcs-1.html>) **Approved***
- iii. *Any/ Other*
 1. *Large Diameter Hose (LDH) **Scheduled for discussion at next meeting.***

13. Requests or Actions Requiring Town Board Approval or Guidance

- i. *Request Board to approve Chartering statement required for PSOB – authorizing the fire department to conduct fire services for the municipality. **Request approved***
- ii. *Request Board to approve proposed SPS 330.16 Policy Statement (Member assistance referral program) **Request approved***
- iii. *Request Board to formally recognize both the Fire Chief and Assistant Fire Chief as a municipal official (following ss 60.31 Wis, Stats. and WI Fire Service Guidebook page 6) **Request approved***
- iv. *Request Board to formally approve debit card procedure changes **Request approved***

14. Review and Approve Purchase Decisions, Action Items, and Meeting Minutes- All approved

15. Adjourn

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Potential Attendees:	Tom Kershaw Ethan Peake Elvin Graber Lance Graber Jeff Peake Patrick Peake Noah Lattin Truit Campbell	Keith Metcalf Pete Sanders Enos Yoder Bob Krause Ross Mullet	Absent:	Pete Sanders Keith Metcalf Bob Krause
			Absent, but out of the area – not available to attend	Marv Mullet Guy Vena George Heimbach Gordy Zimmerman

Notes:

- 1) *Appropriate meeting processes were used – motions, seconds, discussions, and voting*
- 2) *This meeting did not have any board members in attendance*

Minutes Prepared by: Tom Kershaw & Noah Lattin	Date Prepared: May 6	Date Approved for distribution at the May 13 Town Board Meeting: May 8, 2013	Date Approved after reading of minutes at next FD Business Meeting:
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