

**Business Meeting 7:00 PM on Monday June 3, 2013**  
**Location - Fire Department, County Road K**  
**TOWN OF BASS LAKE, SAWYER COUNTY**

1. **Call to order and roll call – 8 –** 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, Patrick
  - i. *Reviewed status of assigned action items discussed and updated*
  - ii. *Disposal of equipment in storage Listing will be posted in the paper and excess equipment will be posted for sale online at [propertyroom.com](http://propertyroom.com) pending approval*
  - iii. *Picnic plans: The picnic was rescheduled for Sat. 8/10/13. A motion was approved and the letter will be sent with revisions Marv has made. Date will be confirmed at next meeting. Motion approved to rent a sign advertising the picnic at \$200 per month, pending board approval.*
    - i. *Status of approved spending presented at previous board meetings*
      1. *Wedge Pack for felling trees. In service.*
      2. *(2) Firefighter’s Handbook of Hazardous Materials. In Service*
      3. *(1each) New USA & FD flags have been received and installed*
      4. *(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 the Oct. business meeting.*
      5. *New communication equipment – (6) Lapel mics, received, in service. (2) transducer mics for engines have been received, in service.*
      6. *(1) 2.5” Gated Wye x (2) 2.5” (up to \$750, Chief page 58) Approved by Board assigned to Marv for purchase*
      7. *(2) 36” Hooligan (Halligan)Tools T982 std claw and AK177 metal cutting claw (up to \$390, Darley page 143) Approved by Board assigned to Marv for purchase*
      8. *(1) 300 foot roll of tubular webbing. (Up to \$115, <http://www.edarley.com/rescue-gear/tubular-webbing/>). In service*
      9. *(15) Self rescue shears (up to \$55, <http://www.chiefsupply.com/2491-EMI-Heavy-duty-Emergency-Shears.aspx>). In service, one pair will be returned due to manufacturer error.*
      10. *(2) Lighted stop/slow paddle sign (up to \$200, ). In service.*
      11. *Hydrant bag is in service.*
    - iv. *Ethan’s turnout gear has arrived and is in service.*
    - v. *1<sup>st</sup> Responders will be chartered under Sawyer County and paid by the FD for calls.*

## 6. New Business

### *i. New equipment proposals*

1. *(1) Lifting bag kit with 12 volt compressor (\$5,250, Darley page 163)*
2. *Cribbing*  
*1 and 2 will be discussed at next meeting*
3. *Large Diameter Hose (LDH) Pending hose testing*
4. *BLFD T-shirts. assigned to Marv*
5. *Rent a sign advertising the picnic at \$200 per month.*

- ii. Review of BP, incident safety officer will be appointed by IC*
- iii. Motion approved to put a numerical lock pad on meeting room door, concerns about security.*
- iv. DNR equipment grant discussed, equipment proposed for grant monies: Wildland water backpacks, Radios, ATV. Motion to pursue grant approved, assigned to Marv.*

## 7. May Incident Review – Jeff Peake

Safe distance from power lines discussed, IC will make a judgment call on scene for safe distances and traffic control.

## 8. Training Update – Lance Graber

### **a) May training meetings --**

- i. Live burn simulator. THFD, Noah, Lance, Ethan and Jeff attended*
- ii. Live burn simulator, Washburn FD, Elv attended*
- iii. Darley CAFS training, BLFD, Lance, Elv, Jeff, Pat Ethan, Marv, Ross, Enos, Truitand Noah attended.*

### **b) Upcoming training meeting opportunities**

- i. Driver operator at LCOFD 6/14-7/5 6pm-10pm Fridays.*
- ii. WISdot TIME, WITC Rice Lake Marv & Jeff will attend Tue and teach at training meeting*
- iii. Sawyer county Fire Dept. training information contact list is being worked on by Don Hamblin, Asst. Chief THFD*
- iv. Lance will plan a burn to practice and demonstrate CAFS.*
- v. WITC Calendar*

## 9. Equipment Readiness and Compliance Update – Patrick Peake

- i. Hose testing needs to be done, Pat to schedule*
- ii. 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 and testing complete.*

## 10. Vehicle Maintenance Update – Truit Campbell

- i. Engine 1 hose cover repairs, assigned to Ethan and Marv.*

11. **Secretary’s Report** – Noah Lattin

- i. *NFIRS reporting status— records are a bit behind, still catching up.*

12. **Requests or Actions Requiring Town Board Approval or Guidance**

**Approved Requests**

- 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***

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

14. **Adjourned**

15.

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

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

<b>Minutes Prepared by:</b> Noah Lattin	<b>Date Prepared:</b> June 10	<b>Date Approved</b> for distribution at the June _____ Town Board Meeting: _____	<b>Date Approved</b> after reading of minutes at next FD Business Meeting: July 1 2013
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*T. Lattin*

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