

## Jamestown Fire Department Liaison Committee Unofficial Minutes for October 9, 2017

Meeting called to order at 7 PM.

In attendance were Janet Oskin, Mike Rose, Wendell Loew, Gail Altman and Jim Ondersma.

In attendance from the fire department was Duane Miedema.

Nicole Canute from Mika Myers was also present.

No one from the community was present.

The minutes of the September 11, 2017 were read and approved.

There was discussion on the fire department SOG's and noted there were items that needed to be updated.

There was in depth discussion on the proposed full time fire chief position and the job description. Nikole Canute provided information on the benefit requirements for a full-time fire chief and that this would be the first full-time employee for Jamestown Township.

- Items noted:
- Position is an at will employee
- Responsibilities
- Regular duty hours
- Compensation
- Health insurance
- 401K contribution
- Retirement options
- Vacation time
- Sick time

Jim Ondersma gave an update to the committee on the status of the new fire station. It was noted that the low bid came in from Beckering Construction at \$1,995,000. The bid would be presented at the township board at the October 16 meeting.

Duane presented the Chief's report and items mentioned were:

- 38 calls for the month of September
- The fire department will be over budget this year because of the increase in emergency calls.
- They have been given a house that will be demolished for training purposes. Ottawa County Sheriff Department will also use the house for training.
- The new SCBA equipment has arrived. Fit testing and training has been started.
- The annual pancake breakfast will be held on Saturday, October 14 at fire station 2 in Forrest Grove from 7 – 10 AM. The proceeds this year will go to Lt Dan Bylsma for medical bills occurred by his son who has been diagnosed with leukemia. Dan is a lieutenant at Jamestown Fire Station 1.

The next scheduled meeting will be on Monday, November 13 at 7 PM.

Meeting was adjourned at 9:20 PM.

Submitted by Jim Ondersma