

Approved  
as  
amended  
JB  
7-18-11

**Whitewater Township Emergency Services Advisory Committee  
Minutes of Special Meeting held July 11, 2011**

**Call to Order**

Chairman Rod Kuncaitis called the meeting to order at 6:40 pm at Whitewater Township Hall, 5777 Vinton Road, Williamsburg, Michigan

**Roll Call**

Committee members present: Pat Miller, Rod Kuncaitis, Fran Butler, Glenn Savage, Mike Conlan, Alternate, Charlie Decker

Committee members absent: none

Others attending: Recording Secretary Lisa Bowerman

Following discussion the committee asked that the recording secretary amend the minutes of June 27<sup>th</sup> and bring them back for approval at the July 18<sup>th</sup> meeting.  
30<sup>th</sup>

**Purpose: Sub Committee Reports**

**Equipment**

- Miller submitted an inventory list and pictures of the Ladder Truck.
- Miller talked to Chief Stites and he says our dept. is trained on the Ladder Truck, it's fully operational and the pump has been fixed.
- Discussion on the importance of the Ladder truck being back in our township.
- Miller is working on appraisals and will have some ready next week.
- Discussion on getting an appraiser.

Motion from Miller to ask Supervisor Lake to hire an outside Appraisal Service for the fire equipment, not to exceed \$750.00. 2<sup>nd</sup> by Butler

- Discussion on the cost on an appraiser

Miller rescinded the motion

**Personal**

- Discussion about the questionnaire for the fire dept. asking their opinion on personal protective equipment.
- Discussion about having a grill out with this Committee (ESAC) and the fire dept. Conlan will talk to Chief Stites and set a date.
- Butler submitted a training log provided to her from Chief Stites.

### **Fire Chief Vehicle Policy**

- Butler submitted Fire Vehicle Policy and Fire chief job description.
- Discussion on vehicle policy

Motion by Conlan that we the Committee, make a recommendation to the WWT Board, to write up the Vehicle Policy for the Fire Chief Vehicle and submit it to the WWT Board. 2<sup>nd</sup> by Savage.

- Kuncaitis read the current Vehicle Policy form.
- Discussion on the Vehicle Policy.

Motion unanimously approved.

- Butler looking into what other townships policies are for their fire vehicles.

### **Meetings with other Fire Departments**

- Kuncaitis submitted reports on meetings with Rural, Metro, Chuck from the GTB and Acme Township. Kuncaitis has calls into Union and Clearwater.
- Discussion on the meetings.

### **Other**

- Kuncaitis submitted a form with objectives for the ESAC and asked committee members to read it and bring suggestion back to the next meeting.
- Discussion on updates to be given at the WWT Board.

### **Updates to the WWT Board**

1. The Ladder Truck is coming back to the Township.
2. The hiring of an outside appraiser for fire equipment from Rural.
3. Permission to draw up a Fire Vehicle Policy to present to the Board.
4. Kuncaitis still gathering data to determine if the Fire Chief/Ambulance Coordinator should be full time or part time.

### **Announcements**

Next meeting 7/18 at 6:30

### **Adjournment**

The meeting was adjourned at 8:20

Respectfully submitted,

Lisa Bowerman, Recording Secretary