

MINUTES
CHELSEA AREA FIRE AUTHORITY
REGULAR BOARD MEETING

October 18, 2022, 9:00 AM
Chelsea City Council Chambers
311 S. Main St. Chelsea, MI 48118

Call to Order: Meeting called to order at 9:00 AM by Chairman Osborne.

Pledge of Allegiance

Quorum: Members present: Osborne, Maier, Demske, Koseck, Feeney, alternate Branham, Assistant Chief Inspector Hamilton and Chief Arbini.

Public Comment: Captain Klink commented regarding meeting times and accessibility.

Approval of Regular Agenda: Motion by Maier, seconded by Feeney to approved the regular agenda. Carried unanimously.

Consent Agenda: Motion by Maier, seconded by Feeney to approve the consent agenda. Carried unanimously.

- A. Approval of Minutes
- B. Approval of Invoices
- C. Review of Treasurers Report

Chief's Report: Chief Arbini briefed the board on his written report including news that CAFA became licensed for BLS transport on October 14th. Discussion followed.

- A. Monthly Report for September/October
- B. Incident Statistics
- C. Training Schedule

Unfinished Business:

- A. New Station Committee – Property Purchase Updates – Chairman Osborne briefed, followed by a discussion. Osborne reports that the committee is having difficulty finding adequate property.
- B. Fire Truck Purchase – Chief Arbini briefed, followed by a discussion.
- C. 2023 Budget – Chief Arbini presented his proposed 2023 budget to the board. Board members are to share the proposed budget with their respective municipal boards.

New Business:

- A. New software for FD operations – Chief Arbini briefed the board regarding his proposal to purchase a new software platform for CAFA operations, discussion. Motion by Koseck, seconded by Feeney to accept the chief’s proposal for a new software platform for CAFA operations. Carried unanimously. The chief noted that cost changes will be reflected in the 2023 budget.
- B. Inspections Report – Assistant Chief Inspector Hamilton briefed the board on his work from May – September of 2022.
- C. Memorandum of Understanding – Chief Arbini briefed the board on the proposed MOU with the union regarding the option to take comp time vs. holiday pay beginning January 2023, discussion. Motion by Koseck, seconded by Maier to accept the MOU as presented. Carried unanimously. The MOU is attached.
- D. Employee Handbook – Tom Osborne briefed the board regarding the recent update of the employee handbook.
- E. Budget Amendments – Chief Arbini briefed the board on his proposed October 2022 budget amendments request, discussion. Motion by Feeney, seconded by Koseck to approve the October 2022 budget amendments request. Carried unanimously. The budget amendments are attached.
- F. Cardiac Monitors – Chief Arbini briefed the board on his proposed purchase of a cardiac monitor, discussion. Motion by Feeney, seconded by Koseck to approve the purchase of a Philips Tempus Cardiac Monitor for \$42,167.29 with a 7-year maintenance contract. Carried unanimously.
- G. Chelsea State Bank Security Monitoring Decision – Chief Arbini briefed the board regarding CSB’s new policy regarding fraud prevention, discussion.

Reports:

- A. Chairman – Osborne stated that his term as at-large member (also the alternate at large member) expires in January. Nominations from the 4 municipal boards are now open.
- B. Vice Chairman – no report
- C. Secretary – Demske reported.
- D. Treasurer – no report
- E. Trustees – no report

Announcements: The next regular CAFA monthly board meeting will begin at 9:00 AM on November 15, 2022 at 9:00 AM at Chelsea City Council Chambers.

Final Public Comment: Captain Klink commented about cardiac monitors.

Adjournment: Motion by Maier, seconded by Feeney to adjourn at 10:40 AM. Carried unanimously.

Minutes submitted by Tom Demske - Secretary

