

REGULAR MEETING
April 20, 2026
SWARTZ CREEK AREA FIRE BOARD

The regular meeting of the Swartz Creek Area Fire Board was held on April 20, 2026. Chair Tom Spillane called the meeting to order at 6:02 p.m. The meeting was held at Swartz Creek Area Fire Department, Station 1 – 8100-B Civic Dr, Swartz Creek Mi 48473

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL**

City of Swartz Creek Elected Representative, John Gilbert
Clayton Township Citizen Representative, Tim McKnight
City of Swartz Creek Elected Representative, Rae Lynn Hicks
City of Swartz Creek Swing Representative, Rod Gardner
Clayton Township Elected Representative, Tom Spillane
Clayton Township Elected Representative, Ken Engel
City of Swartz Creek Citizen Representative, Ken Brill

Board Members Absent:

Staff Present:

Assist Chief Tabit

- **ELECTION OF OFFICERS: (Unanimous Consent)**
 - **Resolution 042026-01**
 - **CHAIR – Tom Spillane**
 - **VICE-CHAIR – John Gibert**
 - **SEC/TRES - Rae Lynn Hicks**
- **ADDITIONS/CHANGES/DELETIONS-AGENDA APPROVAL**
 - **Resolution 042026-02**

The SCAFB does hereby accept the agenda as presented.
By unanimous Consent
- **APPROVAL OF MINUTES**
 - **Resolution 042026-03**

Motion by Ken Brill
Second by John Gilbert
The SCAFB does hereby approve the March 16, 2026, minutes.
Motion Carried Unanimously

CORRESPONDENCE:

- **MARCH FIRE INCIDENT SUMMARY REPORT**
 - **Resolution 042026-04**

Motion by Ken Brill
Second by Tim McKnight
The SCAFB does hereby accept the March Fire Incident Summary, as presented.
Motion Carried Unanimously
- **MARCH EMS INCIDENT SUMMARY REPORT**
 - **Resolution 042026-05**

Motion by Ken Brill
Second by John Gilbert
The SCAFB does hereby accept the March EMS Incident Summary, as presented.
Motion Carried Unanimously

PROFESSIONAL SERVICE REPORTS:

- **FIRE CHIEF REPORT**
 - **Chair Spillane indicated to the board it was time to complete an evaluation for the Fire Chief.**
 - **Resolution 042026-06**

Motion by Rea Lynn Hicks

Second by Ken Engel
The SCAFB do hereby accept the Fire Chiefs Report as presented.
Motion Carried Unanimously

- **MARCH FINANCIAL REPORT**

- **Resolution 042026-07**

- Motion by Ken Engel
Second by Ken Brill

- The SCAFB does hereby accept the March 2026 Financial Report as presented.
Yes: Gardner, Hicks, McKnight, Engel, Spillane, Gilbert
Motion Carried

- **MARCH BILLS LIST**

- **Resolution 042026-08**

- Motion by Ken Engel
Second by Ken Brill

- The SCAFB does hereby accept the March 2026 Bills List, as presented.
Yes: Gilbert, Gardner, Hicks, McKnight, Engel, Spillane
Motion Carried

- **APRIL PAYROLL (For March Calls)**

- **Resolution 042026-09**

- Motion by Tim McKnight
Second by Ken Engel

- The SCAFB does hereby accept the April payroll, as presented.
Yes: Spillane, Gilbert, Gardner, Hicks, McKnight, Engel
Motion Carried

COMMITTEE REPORTS:

- **BY-LAWS** – Chairperson Brill, McKnight, Spillane –No report
- **HEALTH & SAFETY** – Chairperson Hicks, Gilbert, Plumb, Tabit, Cole, J. Diekman, Herr -No report
- **PERSONNEL** – Chairperson Vacant, Gilbert, Hicks No Report

- **Resolution 042026-10**

- Motion by Tim McKnight
Second by Ken Engel

- The SCAFB does hereby appoint Rod Gardner as Chairperson of the Personnel Committee
Motion Carried Unanimously

OLD BUSINESS:

- **APPARATUS STATUS** – As presented

NEW BUSINESS

- **Bullet Proof Vests**

Extensive conversation took place about the purchase of the vests, including sizing, who is going to get measured for the vests because they are not one size fits most/all, who should get measured and what happens if they are not available. Recommendation for people who are around during the day should be the ones who are measured since most events happen during the day. Further questions about shelf life and how are we going to handle end of service life on the vests.

Resolution 042026-11

Motion by Rea Lynn Hicks

Second by, Tim McKnight

The SCAFB does hereby direct the Fire Chief to notify the Genesee County Fire Chiefs and the 100 Club; we agree to the purchase of the bullet proof vests.

Yes: Engel, Spillane, Gilbert, Gardner, Hicks, McKnight

Motion Carried

GENERAL INFORMATION:

- **MUNICIPAL BILLINGS – March**
- **FLOWER FUND BALANCE: \$(125.42)**
- **OPEN TO PUBLIC – *******
- **COMMENTS OF FIRE DEPT PERSONNEL - None**
- **CHAIN OF COMMAND APPEALS - None**
- **COMMENTS FROM FIREBOARD MEMBERS**
Brill: When will the meetings move to Station 2 (June)
Hicks: What line item is fuel under (4741 Equipment Supplies)

MEETING ADJOURNMENT

The meeting was adjourned at 6:34 pm. The next regular meeting will be on 5/18/2026 at Station 1 at 6:00 pm.

Dave Plumb

Fire Chief

Swartz Creek Area Fire Board

I certify these minutes to be a true and accurate account of the 04/20/2026 Swartz Creek Area Fire Board meeting:

Tom Spillane
Chairman
Swartz Creek Area Fire Board

Rae Lynn Hicks
Secretary/Treasurer
Swartz Creek Area Fire Board