



**CITY OF PLYMOUTH
MEETING MINUTES**

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**NORTHVILLE – PLYMOUTH FIRE ADVISORY BOARD
MEETING MINUTES -
Tuesday, March 1, 2016 – Northville City Hall**

ROLL CALL – Chairperson Colleen Pobur, Vice-Chair Ken Roth, Members Pat Sullivan, Paul Sincok and Al Smolen was excused.

Others present were Fire Chief Steve Ott, Fire Capt. Jim Davison, Fire Capt. Greg Westfall, and Northville City Finance Director Sandi Wiktorowski.

APPROVALS OF MEETING MINUTES – The Meeting Minutes of the Meeting of February 1, 2016 were distributed in advance of the meeting. It was moved by Member Roth and seconded by Member Sincok to approve the Minutes as presented.

MOTION PASSED

DEPARTMENT BUDGET FOR FISCAL 16 – 17 – Chairperson Pobur called upon Chief Ott and Northville Finance Director Sandi Wiktorowski to make the presentation of the Fiscal Year 16 - 17. Vice Chairman Roth asked for discussion related to conference and meeting line item and it was explained that line is used for hosting conferences or meetings, the expense for staff to attend conferences or meeting was in other line items. Member Sincok asked for clarification related to unfunded pension and retiree health care. There was a brief discussion and it was determined to calculate those lines on a formula basis, based on how long the retiree served in the joint department. Chairperson Pobur asked information related to Capital Purchases for Fiscal Year 16 – 17. Chief Ott indicated that there were no capital purchases planned for the next fiscal year. He also passed out the 20 year schedule of capital purchases. The Chief indicated that there were lots of purchases planned for the 2020 – 21 Fiscal Year.

It was moved by Chairperson Pobur and seconded by Vice Chair Roth to approve and recommend the budget as amended by the NPFAB.

MOTION PASSED

INFORMATION ITEMS – Included in the meeting packet were a letter from St. Mary Mercy Hospital related to the professional work of Fire Department and CEMS Staff in saving a patient. Also, included was an article on the Federal Charges being pressed on the owners of a Novi Restaurant related to a fatal fire at the owner's home. There was also a story about a new Bio-Phone App. There was brief discussion on these items.

NEXT MEETING DATE – It was determined that the next meeting of the NPFAB would be on Monday, June 6, 2016 at 4:00 p.m. at Plymouth City Hall.

ADJOURNMENT – There being no further business to come before the NPFAB it was moved by Vice-Chair Roth and seconded by Member Sullivan to adjourn the meeting.

MOTION PASSED

Respectfully Submitted,

Paul J. Sincock
Recording Secretary