**MINUTES OF THE SPECIAL MEETING**

**OCTOBER 7, 2024**

**GARFIELD TOWNSHIP HALL, ENGADINE, MI 49827**

PURPOSE OF MEETING: REVIEW POLICIES FOR EMS & FIRE DEPARTMENT

MEETING CALLED TO ORDER BY SUPERVISOR BUTKOVICH AT 11:13 A.M. WITH THE PLEDGE.

ROLL CALL: PRESENT – D. BUTKOVICH, FILLMAN, S. BUTKOVICH, MACARTHUR AND KETCHER.

SUPERVISOR BUTKOVICH REPORTED HE HAD A PHONE CONFERENCE WITH ATTORNEY COURTNEY GABBARA AGRUSA/FOSTER SWIFT COLLINS & SMITH PC REGARDING TOWNSHIP POLICIES. THE TOWNSHIP DOES NOT HAVE A PERSONNEL POLICY. THE TOWNSHIP SHOULD DEVELOP POLICIES. SAMPLE POLICIES WERE GIVEN TO THE BOARD. A DISCUSSION FOLLOWED. FIRE & EMS WOULD COME TO THE BOARD WITH SITUATIONS. THERE SHOULD BE ONE POLICY FOR CONSISTENCY. TWO BOARD MEMBERS AS A COMMITTEE SHOULD REVIEW ALL OF THE SAMPLE POLICIES, DEVELOP A DRAFT AND PRESENT IT TO THE BOARD.

**MOTION BY** D. BUTKOVICH, SECONDED BY MACARTHUR TO HIRE FOSTER SWIFT COLLINS & SMITH PC TO ASSIST IN DEVELOPING A PERSONNEL POLICY FOR GARFIELD TOWNSHIP. MOTION CARRIED.

THE FIRE DEPARTMENT MEMBERSHIP EXPECTATIONS & RESPONSIBILITIES DRAFT POLICY WILL BE REFERRED TO THE ATTORNEY AS THE TOWNSHIP PROGRESSES WITH THE TOWNSHIP PERSONNEL POLICY.

PUBLIC INPUT: NONE

ANY OTHER NECESSARY BUSINESS:

EMS WOULD LIKE TO HAVE THE PREVENTATIVE MAINTENANCE AGREEMENT APPROVED FOR THE CARDIAC MONITOR SO IT CAN GET ON THE SCHEDULE.

**MOTION BY** S. BUTKOVICH, SECONDED BY D. BUTKOVICH TO APPROVE THE ZOLL PREVENTATIVE MAINTENANCE CONTRACT FOR THE CARDIAC MONITOR FOR $340.00. MOTION CARRIED.

THE PARKING AREA AROUND THE OLD AMBULANCE GARAGE IS NOT LEVEL AND IT IS DIFFICULT TO PARK THE ENCLOSED TRAILER. SUPERVISOR BUTKOVICH STATED HE ASKED ARGO IF THEY WOULD BE INTERESTED IN THE PROJECT BUT DECLINED. A BID FROM MIKE BUTKOVICH TRUCKING WAS RECEIVED.

**MOTION BY** KETCHER, SECONDED BY MACARTHUR TO ACCEPT THE BID AND HIRE MIKE BUTKOVICH TRUCKING TO REMOVE THE GROUND, 35 YARDS GRAVEL AND LEVEL FOR A 40’ X 40’ PARKING LOT BY THE OLD AMBULANCE GARAGE ON HAROLD STREET FOR $3,200.00. MOTION CARRIED.

THE TANKER IN IOWA WILL BE READY SOON FOR PICK UP.

**MOTION BY** FILLMAN, SECONDED BY D. BUTKOVICH TO APPROVE TRAVEL EXPENSES FOR TWO PEOPLE TO GO TO IOWA AND PICK UP THE TANKER IN THE MOST ECONOMICAL AND EFFICIENT WAY. MOTION CARRIED.

**MOTION BY** FILLMAN, SECONDED BY S. BUTKOVICH TO PAY THE FINAL INSTALLMENT ON THE IOWA TANKER TRUCK OF $135,000.00. MOTION CARRIED.

**MOTION BY** KETCHER, SECONDED BY S. BUTKOVICH TO ADJOURN AT 12:34 P.M. MOTION CARRIED.

RESPECTFULLY SUBMITTED:

PAULA M. FILLMAN

GARFIELD TOWNSHIP CLERK