

**Hartford Fire Board Meeting  
May 13th, 2024  
April Business**

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**Hartford Fire Board**  
Agenda  
Monday May 13th, 2024, 7:00 PM

- I. Call to Order, Pledge
- II. Roll call: Jerry Birmele, Chad Hunt, Eric Germinder, Carlos Ledesma, Ron Sefcik
- III. Guests:
- IV. Public Comment: Limited to three minutes per person
- V. Additions or Deletions to the agenda
- VI. Approval of the Agenda as presented. Motion by \_\_\_\_\_ Second by \_\_\_\_\_ to approve agenda as presented. Motion \_\_\_\_\_ Yeas: \_\_\_\_ Nays: \_\_\_\_\_
- VII. Approval of previous meeting minutes from April 8th, 2024: Motion by \_\_\_\_\_ Second \_\_\_\_\_ to approve previous meeting minutes as presented. Motion \_\_\_\_\_ Yeas: \_\_\_\_ Nays: \_\_\_\_\_
- VIII. Approval of April Treasurer's report: Motion By \_\_\_\_\_ Second by \_\_\_\_\_ to approve Treasurer's report as presented. Motion \_\_\_\_\_ Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_
  - a. Accounts Payable: Amount \$22,603.99 Motion by \_\_\_\_\_ Second \_\_\_\_\_ by roll call vote Motion \_\_\_\_\_ Yeas: \_\_\_\_\_ Nays: \_\_\_\_\_
- IX. Review: Review Revenue & Expenditure Report; Invoice Register
- X. Fire calls
- XI. Unfinished Business:
  1. Honor Credit Union (Bank Accounts)
- XII. New Business:
  1. Retirement- Approve the Retirement of FF Kevin Reed after 40 years of service.
  2. Approve the Appointment of Kevin Reed as a member of the Hartford Fire Department Auxiliary unit.
  3. Discuss and consider the request from Probationary Member Steve Lowe to have his Probationary Period reduced.
  4. Discuss and consider ending the relationship with Comcast/Xfinity for Phone & Internet service's and entering into a relationship with First Net/At&t for the same services.
  5. Discuss and Consider the Purchase of New AED's.
  6. Discuss and Consider the Purchase of a New Grassfire Skid Unit.
  7. Review the Capital Improvement plan and begin the process of prioritizing future purchases.

Reports:

- a. Fire Chief
- b. Assistant Fire Chief
- c. Board

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to adjourn at \_\_\_\_\_pm.

## HARTFORD FIRE BOARD MEETING

### Minutes of Fire Board Meeting April 8th, 2024

**Members Present upon roll call:** Ron Sefcik; Chad Hunt; Eric Germinder; Carlos Ledesma; Jerry Birmele; Chief Harting **Absent:**

**Others Present:** Assistant Chief McGrew

Chairman Sefcik called the meeting to order at 7:00 p.m.

Guest: None

Public comment opened at 7:00 NO public comment.

Public comment closed at 7:00

The proposed agenda for the Fire Board meeting of April 8th, 2024, was presented and approved. Motion by Germinder Second by Birmele to approve the agenda as presented.

Yeas: 5 Nays: 0 **Approved**

The proposed minutes of the April 3<sup>rd</sup>, 2024 Special Joint Budget Meeting were presented. Motion by Sefcik; Second by Ledesma to accept the minutes as presented.

Yeas: 5 Nays: 0 **Approved**

The proposed minutes of the March 12<sup>th</sup>, 2024, Fire Board Meeting were presented. Motion by Hunt; Second by Birmele to accept the minutes as presented.

Yeas: 5 Nays: 0 **Approved**

The March Treasurer's Report was presented: Motion by Hunt; Second by Germinder to approve Treasurer's Report as presented.

Yeas: 5 Nays: 0 **Approved**



Bills were presented for approval in the amount of \$22,235.78 Motion by Ledesma; second by Sefcik to pay bills in the amount of \$22,235.78

Motion approved upon roll call vote of members present.

**Yeas: Sefcik, Ledesma, Hunt, Germinder, Birmele      Nays:0**

Review of Revenue & Expenditure Report

Discussion of Last months Fire calls

**Unfinished Business:**

1. Honor Credit Union (Bank Accounts) Tabled until further information is available.

**New Business:**

1. Discussion and Reading of Resolution # 24-01, Chairman Sefcik Read the Resolution. Motion by Sefcik; Seconded by Germinder to approve Resolution #24-01

Resolution approved upon roll call vote of members present.

**Yeas: Sefcik, Ledesma, Hunt, Germinder, Birmele      Nays:0    Absent:0**

2. Budget Adjustment # 2 was presented, after brief discussion Motion by Sefcik; Seconded by Ledesma to approve Budget Adjustment # 2 as presented.

Yeas: 5      Nays: 0      **Approved**

3. A updated version of the 2024/2025 Proposed Budget was presented, Discussion took place on the need for the updated version, there was some confusion on the Township ARPA Allocation money, it was thought to have expired this year, but after further review it does not expire until October 2025, additional revenue line item for Cell Phone reimbursement was

internally left off of the budget revenue. Both items were resolved, and the updated budget was presented. Motion by Birmele; Seconded by Geminder to approve the updated 2024/2025 Proposed Budget as presented.

Yeas: 5      Nays: 0      **Approved**

Discussion continued about the budget in reference to the Joint Meeting, with a Updated Budget being presented another Joint Meeting must be called, It was agreed that we send notice to the City & Township to hold a Second Joint Budget Meeting to be held on Wednesday May 1<sup>st</sup> at 7:00pm at the Fire Station.

**Fire Chiefs Report:**

1. Meetings Attended:

- Township
- City
- VBC FF Training Committee
- VBC Medical Control

2. Aero Med Helicopter Service will be assisting Van Buren County with the closure of AIRCARE.
3. Ian Sharpe Passed his Fire Instructor 1 class, he's moving on to taking Officer 1 classes later this month.
4. New AED's will be needed soon.
5. Service completed on electric extrication tools.
6. Participated in community First Responder Event.
7. Budget meeting with City/Township.

Respectfully Submitted

Robbie Harting- Fire Chief

**Assistant Fire Chief Report:**

1. We had a meeting with the Fair Board Chairman to discuss the upcoming Van Buren County Fair.
2. Fire Stand-by coverage schedule for the fair completed.
3. Worked on Budget.
4. New Garage Door openers will be installed soon on two the front bay doors.

Respectfully Submitted

Kevin McGrew- Assistant Fire Chief

**Other board Business:**

- Ledesma inquired about how the new fire report software is working, McGrew updated the board on the software, it has gotten better.
- Sefcik asked the board to start thinking about the 10-year plan, it was agreed that at the next meeting we should have a workshop to go over the 10 year plan and put a priority list together for future purchasing.

Motion by Ledesma; Second by Sefcik to adjourn the meeting at 7:43p.m.

Yeas: 5    Nays:0    **Approved**

Respectfully Submitted

Gerald Birmele, Secretary



## HARTFORD FIRE BOARD MEETING

### Minutes of Fire Board Meeting May 13th, 2024

**Members Present upon roll call:** Ron Sefcik; Chad Hunt;(Called into work at 7:05)

Eric Germinder; Carlos Ledesma; Jerry Birmele; Chief Harting **Absent:**

**Others Present:** Assistant Chief McGrew

Chairman Sefcik called the meeting to order at 7:00 p.m.

Guest: None

Public comment opened at 7:00 NO public comment.

Public comment closed at 7:00

The proposed agenda for the Fire Board meeting of May 13th, 2024, was presented and approved. Motion by Ledesma Second by Sefcik to approve the agenda as presented.

Yeas: 5 Nays: 0 **Approved**

The proposed minutes of the April 8<sup>th</sup>, 2024, Fire Board Meeting were presented. Motion by Germinder; Second by Ledesma to accept the minutes as presented.

Yeas: 5 Nays: 0 **Approved**

The April Treasurer's Report was presented: Motion by Birmele; Second by Ledesma to approve Treasurer's Report as presented.

Yeas: 4 Nays: 0 **Approved**

Bills were presented for approval in the amount of \$22,603.99 Motion by Germinder; second by Sefcik to pays bills in the amount of \$22,603.99

Motion approved upon roll call vote of members present.

**Yeas: Sefcik, Ledesma, Germinder, Birmele      Nays:0**

**Absent: Hunt**

Review of Revenue & Expenditure Report



Discussion of Last months Fire calls

**Unfinished Business:**

1. Honor Credit Union (Bank Accounts) Tabled until further information is available.

**New Business:**

1. FF Kevin Reed submitted his intent to retire; Motion by Birmele; Seconded by Sefcik to Approve the Retirement of FF Kevin Reed after 40 years of service.

Yeas: 4      Nays: 0      **Approved**

2. Approve the appointment of Kevin Reed as a member of the Hartford Fire Dept. Auxiliary unit; Motion by Sefcik; Seconded by Germinder to approve Kevin Reed as a member of the Auxiliary unit.

Yeas: 4      Nays: 0      **Approved**

3. Probationary member Steve Lowe submitted a request to have his probationary period reduced; Motion by Birmele; Seconded by Germinder to approve the request and make Steve Lowe a full member of the Hartford Fire Department.

Yeas: 4      Nays: 0      **Approved**

4. Discussion took place on our current relationship with Comcast/Xfinity for phone and internet services, Recommendation from the Chief and Asst. Chief is to end the relationship with Comcast/Xfinity and enter into a agreement with First Net/At&t for the same services. Motion by Ledesma; Seconded by Germinder to end the relationship with Comcast/Xfinity and

authorize First Net representatives to retrieve our Land Line Phone number from Comcast/Xfinity.

Yeas: 4      Nays: 0      **Approved**

5. Information was presented on the need for new AED's for the department vehicles; Motion by Sefcik; Seconded by Germinder to purchase 4 new AED's for the department vehicles not to exceed \$9,500; this purchase will come from the donations account.

Yeas: 4      Nays: 0      **Approved**

6. Information was presented on the need for a New Grass Fire Skid unit for truck 1869; Motion by Ledesma; Seconded by Germinder to purchase a New Grass Fire Skid unit from MTECH inc. not to exceed \$9,800; this purchase will come from the Equipment milage account.

Yeas: 4      Nays: 0      **Approved**

7. The Capital Improvement plan was presented and reviewed by the Board; The Board recommended to the Chief & Asst. Chief that we come up with a detailed presentation for the City & Township to Review in the near future.

**Fire Chiefs Report:**

1. Meetings Attended:

- Township
- City
- VBC FF Training Committee
- VBC Medical Control

2. Annual Service completed on all Apparatus.

3. Overhead Doors serviced and repaired; 2 new door openers installed.

Respectfully Submitted

Robbie Harting- Fire Chief

**Assistant Fire Chief Report:**

1. Webinars on new Proposed OSHA rule
2. Attended Leadership & Resiliency Class
3. Tune-up on Dept. Lawn Mower
4. Lawn Maintenance Started
5. Pancake Breakfast

Respectfully Submitted

Kevin McGrew- Assistant Fire Chief

**Other board Business:**

- Chief Harting and Asst. Chief McGrew updated the board on a New OSHA rule that is currently in the comment phase and will be enacted into law in the near future. The Chiefs will have a presentation for the board in the near future as to the effect this new rule will have on the fire department.

Motion by Ledesma; Second by Sefcik to adjourn the meeting at 8:32p.m.

Yeas: 4    Nays:0    **Approved**

Respectfully Submitted

Gerald Birmele, Secretary



# HARTFORD FIRE

## CASH BALANCES

MAY 13 2024

General Checking	\$ 35,355.69
Operating Account	\$ 131,067.24
Millage Account	\$ 309,589.43
Maintenance Account	\$ 13,681.69
Donation Account	\$ 16,202.74
Investment Account	\$ 100,640.08
Huntington	

Total Spendable Accounts

\$ 606,536.87

05/10/2024

## CHECK REGISTER FOR HARTFORD FIRE DEPTMENT

CHECK DATE FROM 04/09/2024 - 05/13/2024

Check Date	Check	Vendor Name	Description	Amount
Bank HNB CHECKING ACCOUNT				
04/15/2024	DD381(A)	HARTING, ROBBIE	PAYROLL	1,798.34
04/15/2024	DD382(A)	MC GREW, KEVIN	PAYROLL	847.88
04/30/2024	EFT84(E)	CITY OF HARTFORD	PAYROLL	280.71
04/30/2024	EFT85(E)	INTERNAL REVENUE SERVICE	PAYROLL	2,596.61
05/01/2024	DD383(A)	HARTING, ROBBIE	PAYROLL	1,768.34
05/02/2024	DD384(A)	BODARY, BRANDON	PAYROLL	190.47
05/02/2024	DD385(A)	CHAPPELL, MICHAEL	PAYROLL	29.92
05/02/2024	DD386(A)	EASTMAN, SCOTT	PAYROLL	51.94
05/02/2024	DD387(A)	FLEMMING, LISA	PAYROLL	75.83
05/02/2024	DD388(A)	FRY, STEVEN	PAYROLL	51.95
05/02/2024	DD389(A)	GERMINDER, ERIC	PAYROLL	52.86
05/02/2024	DD390(A)	HARTING, BRANDI	PAYROLL	467.20
05/02/2024	DD391(A)	HUNT, CHAD	PAYROLL	51.86
05/02/2024	DD392(A)	LEDESMA, CARLOS	PAYROLL	52.86
05/02/2024	DD393(A)	LOWE, STEVEN	PAYROLL	173.51
05/02/2024	DD394(A)	MC CLELLAN, TROY	PAYROLL	86.30
05/02/2024	DD395(A)	MC GREW, KEVIN	PAYROLL	1,168.77
05/02/2024	DD396(A)	ROBERTS, KHELUN	PAYROLL	250.42
05/02/2024	DD397(A)	SEFCIK, RONALD	PAYROLL	52.86
05/02/2024	DD398(A)	SHARPE, IAN	PAYROLL	155.78
05/02/2024	DD399(A)	WEBERG, SCOTT	PAYROLL	318.77
05/02/2024	STUB39(A)	FLEMMING, RYAN	PAYROLL	0.00
05/02/2024	STUB40(A)	HUNT, COLE	PAYROLL	0.00
05/03/2024	EFT86(E)	ASSN DUES TO MEMBERSHIP	PAYROLL	435.24
05/13/2024	202(E)	INDIANA MICHIGAN POWER	ELECTRIC	344.75
05/13/2024	203(E)	AT&T MOBILITY	CELL PHONES	406.20
05/13/2024	204(E)	COMCAST	TELEPHONES & INTERNET	295.76
05/13/2024	205(E)	CONSUMERS ENERGY	NATURAL GAS	166.86
05/13/2024	206(E)	FIRST NATIONAL BANK OMAHA	SUPPLIES, DUES & TRAINING	779.19
05/13/2024	207(E)	SHELL FLEET PLUS	DIESEL & GASOLINE	456.84
05/13/2024	208(A)	NFPA	ANNUAL DUES	175.00
05/13/2024	15041	BACKROADS SERVICES	TRUCK MAINTENANCE	4,147.52
05/13/2024	15042	KELLOGG HARDWARE INC	SUPPLIES	112.58
05/13/2024	15043	BRONSON LAKEVIEW HOSPITAL	MEDICAL SUPPLY	408.17
05/13/2024	15044	MILLER THERMOMETER CO INC	US FLAGS	139.99
05/13/2024	15045	PETER STANISLAWSKI	FINANCE SERVICES	600.00
05/13/2024	15046	QUALITY DOOR OF SOUTH HAVEN INC	DOOR MAINTENANCE	2,633.34
05/13/2024	15047	REED LAW PLC	LEGAL FEES	645.00
05/13/2024	15048	S&A AUTOMOTIVE INC	MAINTENANCE	108.07
05/13/2024	15049	WEST SHORE FIRE	MAINTENANCE	226.30
Total of 40 Checks:				22,603.99

05/10/2024		CHECK REGISTER FOR HARTFORD FIRE DEPTMENT		
CHECK DATE FROM 04/09/2024 - 05/13/2024				
Check Date	Check	Vendor Name	Description	Amount
Less 0 Void Checks:				0.00
Total of 40 Disbursements:				22,603.99



05/10/2024 09:11 AM  
User: BSA  
DB: Hartford

INVOICE APPROVAL BY INVOICE REPORT FOR HARTFORD FIRE  
EXP CHECK RUN DATES 04/09/2024 - 05/13/2024  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 1/1

Vendor Name	Description	Amount
1. AT&T MOBILITY	CELL PHONES	406.20
2. BACKROADS SERVICES	TRUCK MAINTENANCE	4,147.52
3. BRONSON LAKEVIEW HOSPITAL	MEDICAL SUPPLY	408.17
4. COMCAST	TELEPHONES & INTERNET	295.76
5. CONSUMERS ENERGY	NATURAL GAS	166.86
6. FIRST NATIONAL BANK OMAHA	SUPPLIES, DUES & TRAINING	779.19
7. INDIANA MICHIGAN POWER	ELECTRIC	344.75
8. KELLOGG HARDWARE INC	SUPPLIES	112.58
9. MILLER THERMOMETER CO INC	US FLAGS	139.99
10. NFPA	ANNUAL DUES	175.00
11. PETER STANISLAWSKI	FINANCE SERVICES	600.00
12. QUALITY DOOR OF SOUTH HAVEN INC	DOOR MAINTENANCE	2,633.34
13. REED LAW PLC	LEGAL FEES	645.00
14. S&A AUTOMOTIVE INC	MAINTENANCE	108.07
15. SHELL FLEET PLUS	DIESEL & GASOLINE	456.84
16. WEST SHORE FIRE	MAINTENANCE	226.30
TOTAL - ALL VENDORS		11,645.57

REVENUE AND EXPENDITURE REPORT FOR HARTFORD FIRE DEPTMENT  
PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	05/31/2024	INCREASE (DECREASE)	MONTH 05/31/2024	NORMAL (ABNORMAL)	BALANCE % BDGT USED
Fund 206 - FIRE FUND								
Revenues								
Dept 000								
206-000-401.000	HARTFORD TOWNSHIP	157,305.85	143,011.90	0.00	10,589.57	14,293.95	90.91	
206-000-402.000	HARTFORD CITY	127,074.78	116,485.21	0.00	10,589.57	10,589.57	91.67	
206-000-411.000	HARTFORD TWP MILLAGE	65,529.00	61,824.74	0.00	0.00	3,704.26	94.35	
206-000-412.000	HARTFORD CITY MILLAGE	46,000.00	39,141.83	0.00	0.00	6,858.17	85.09	
206-000-420.000	BANGOR TWP COST RECOVERY	5,642.47	6,454.00	0.00	0.00	(811.53)	114.38	
206-000-421.000	COST RECOVERY	1,743.10	1,110.00	0.00	0.00	633.10	63.68	
206-000-422.000	FIRE REPORTS/ FOIA	46.66	20.00	0.00	0.00	26.66	42.86	
206-000-450.000	DONATIONS	8,917.00	8,917.23	0.00	0.00	(0.23)	100.00	
206-000-539.000	GRANTS	2,500.00	21,400.00	0.00	0.00	(18,900.00)	856.00	
206-000-582.000	TOWNSHIP GRANTS	9,600.00	8,000.00	0.00	0.00	1,600.00	83.33	
206-000-584.000	VBEMS	12,198.33	13,080.00	0.00	0.00	(881.67)	107.23	
206-000-665.000	INTEREST	11,500.00	8,381.13	0.00	0.00	3,118.87	72.88	
Total Dept 000		448,057.19	427,826.04	10,589.57		20,231.15	95.48	
TOTAL REVENUES								
		448,057.19	427,826.04	10,589.57		20,231.15	95.48	
Expenditures								
Dept 336 - FIRE OPERATING								
206-336-702.000	BOARD SALARY	4,200.00	2,400.00	240.00	1,800.00	57.14		
206-336-704.000	CHIEF SALARY	56,141.00	46,784.20	2,339.21	9,356.80	83.33		
206-336-710.000	FIREFIGHTER/ MFR	55,000.00	49,849.78	3,306.13	5,150.22	90.64		
206-336-712.000	SHIFT COVERAGE	14,400.00	10,800.00	1,065.00	3,600.00	75.00		
206-336-714.000	SUPPORT STAFF	80.00	80.00	0.00	0.00	100.00		
206-336-720.000	PAYROLL TAXES	14,000.00	9,438.12	531.67	4,561.88	67.42		
206-336-724.000	RETIREMENT	4,000.00	2,666.71	140.35	1,333.29	66.67		
206-336-730.000	GASOLINE & DIESEL	9,400.00	5,207.13	456.84	4,192.87	55.40		
206-336-731.000	VEHICLE MAINTENANCE	9,500.00	10,523.83	4,310.08	(1,023.83)	110.78		
206-336-733.000	EQUIPMENT MAINTENANCE	12,900.00	5,682.27	258.75	7,217.73	44.05		
206-336-740.000	OPERATING SUPPLIES	350.00	125.62	29.00	224.38	35.89		
206-336-741.000	MEDICAL SUPPLIES	2,500.00	1,073.31	408.17	1,426.69	42.93		
206-336-742.000	ANNUAL TESTING	8,150.00	2,593.10	0.00	5,556.90	31.82		
206-336-751.000	PHONES	6,615.20	6,394.35	659.96	220.85	96.66		
206-336-753.000	UTILITIES	10,000.00	6,905.07	511.61	3,094.93	69.05		
206-336-763.000	BUILDING MAINTENANCE	36,550.00	31,862.33	3,151.82	4,687.67	87.17		
206-336-767.000	DUES/ SUBSCRIPTIONS	4,125.00	3,152.34	175.00	972.66	76.42		
206-336-781.000	TURN OUT GEAR/ UNIFORMS	16,000.00	13,474.51	60.30	2,525.49	84.22		
206-336-785.000	EDUCATION/ TRAINING	8,700.00	6,613.61	267.05	2,086.39	76.02		
206-336-796.000	PHYSICALS	8,300.00	7,842.25	0.00	457.75	94.48		
206-336-799.000	OFFICE/ COMPUTER	5,910.00	3,203.06	69.99	2,706.94	54.20		
206-336-801.000	PROFESSIONAL SERVICES	20,000.00	18,540.00	1,245.00	1,460.00	92.70		
206-336-810.000	GRANT MATCH	2,500.00	0.00	0.00	2,500.00	0.00		
206-336-815.000	GENERAL INSURANCE	28,000.00	25,331.97	0.00	2,668.03	90.47		
Total Dept 336 - FIRE OPERATING		337,321.20	270,543.56	19,225.93	66,777.64	80.20		
TOTAL EXPENDITURES								
		337,321.20	270,543.56	19,225.93	66,777.64	80.20		
Fund 206 - FIRE FUND:								
TOTAL REVENUES		448,057.19	427,826.04	10,589.57	20,231.15	95.48		

PERIOD ENDING 05/31/2024

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH 05/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
TOTAL EXPENDITURES		337,321.20	270,543.56	19,225.93	66,777.64	80.20
NET OF REVENUES & EXPENDITURES		110,735.99	157,282.48	(8,636.36)	(46,546.49)	142.03



City of Hartford/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#
4/1/2024	Medical Call-311	1802&1810	6	49.5	2024-216
4/1/2024	Medical Call-311	1810	3	15.5	2024-217
4/3/2024	Medical Call-311	1810	2	34	2024-218
4/5/2024	Medical Call-311	1810	4	32	2024-220
4/6/2024	Medical Call-321	1802&1810	3	49.5	2024-223
4/6/2024	Medical Call-321	1802&1810	3	50.5	2024-224
4/6/2024	Medical Call-311	1802&1810	4	63.75	2024-225
4/7/2024	Medical Call-311	1802	2	34	2024-226
4/8/2024	Medical Call-311	1802&1810	2	17	2024-228
4/9/2024	Medical Call-321	1802&1810	3	48.25	2024-233
4/10/2024	Medical Call-311	1801/02/71/69	7	95.75	2024-234
4/11/2024	Smoke Scare	1802&1810	3	50.5	2024-236
4/12/2024	Medical Call-311	1802&1810	3	50.5	2024-237
4/13/2024	Lift Assist-554	1802&1810	3	15.5	2024-238
4/15/2024	Medical Call-321	1810	3	49.5	2024-240
4/16/2024	Medical Call-321	1802	2	0	2024-244
4/18/2024	Medical Call-311	1810	1	17.5	2024-248
4/22/2024	Medical Call-321	1802	4	63.75	2024-249
4/22/2024	Medical Call-311	1802&1810	3	48.25	2024-250
4/22/2024	Medical Call-311	1802&1810	1	0	2024-255
4/26/2024	Medical Call-311	1810	2	33	2024-257
4/27/2024	Medical Call-311	1810	5	82.5	2024-258
4/27/2024	Burning-561	1802&1831&1869	3	50.5	2024-259
4/28/2024	Medical Call-311	1802	1	8.75	2024-260
4/28/2024	Cancelled-611	1802	2	31.75	2024-263
4/28/2024	Medical Call-321	1802&1810			

Township of Hartford/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#
4/1/2024	Vehicle Fire	1802&1871	5	81.5	2024-214
4/1/2024	Medical Call-311	1810	5	40.75	2024-215
4/5/2024	Medical Call-321	1802&1810	3	50.5	2024-221
4/5/2024	Medical Call-311	1802&1810	3	101	2024-222
4/9/2024	Gas Leak	1802&1871	4	66	2024-230
4/10/2024	Medical Call-311	1801	1	0	2024-231
4/12/2024	Medical Call-311	1810	1	16.5	2024-235
4/15/2024	Medical Call-311	1802&1810	2	31.75	2024-239
4/16/2024	CO Alarm-746	1802	1	17.5	2024-241
4/17/2024	Cancelled-611	1802&1810	3	48.25	2024-242
4/17/2024	Medical Call-311	1810	3	48.25	2024-243
4/20/2024	Medical Call-311	1802	2	34	2024-245
4/21/2024	Medical Call-311	1802	1	17.5	2024-246
4/22/2024	Cancelled-611	1802	2	31.75	2024-247
4/23/2024	Gas Leak	1801&1841	4	32	2024-251
4/24/2024	Grass Fire	1801&1869&1831	5	69.38	2024-252
4/25/2024	Burn Complaint	1802	2	33	2024-254
4/26/2024	Brush Fire-142	1802&1831	4	99	2024-256
4/28/2024	P.I. Accident	1802&1871&1810	5	82.5	2024-261
4/28/2024	Medical Assist-311	1802	2	31.75	2024-262
4/29/2024	Medical Call-321	1802&1810	2	0	2024-264
4/30/2024	Medical Call-311	1810	1	17.5	2024-265

Township of Bangor/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#
4/3/2024	Cancelled-611	1810	3	14.25	2024-219
4/9/2024	Medical Call-311	1810	2	17	2024-229
4/10/2024	Medical Call-311	1810	3	15.5	2024-232
4/25/2024	Power Line-444	1802	4	66	2024-253

Mutual Aid/Date	Call Type	Vehicle's Involved	# of Personal	Personal Cost	Report#	Area
4/9/2024	Structure Fire-111	1801/1802/1831/1869	7	81.5	2024-227	Lawrence TWP



# HARTFORD FIRE BOARD

## FIRE BOARD AGENDA REPORT

**Meeting Date:** May 13<sup>th</sup> 2024  
**Submitted By:** Kevin McGrew- Asst. Fire Chief  
**Prepared By:** Kevin McGrew- Asst. Fire Chief  
**Agenda Title:** Kevin Reed Retirement

### RECOMMENDED ACTION:

Firefighter/Engineer Kevin Reed has submitted his intent to Retire effective May 1<sup>st</sup> 2024 after 40 years of service to the Hartford Fire Department, FF Reed would like to stay on as a member of the Auxiliary unit and continue to support the Department and Community.

# HARTFORD FIRE BOARD

## FIRE BOARD AGENDA REPORT

**Meeting Date:** May 13<sup>th</sup> 2024  
**Submitted By:** Kevin McGrew- Asst. Fire Chief  
**Prepared By:** Kevin McGrew- Asst. Fire Chief  
**Agenda Title:** Steve Lowe Probationary Period

### RECOMMENDED ACTION:

Per Article 5 Section C of the Employee Handbook- If a Probationary Paid on Call Employee has already obtained the required certifications, he/she may request to the Fire Chief that their Probationary Period be reduced.  
Steve Lowe has asked that his Probationary Period be reduced.

Chief Harting and myself have spoken and both agree that there is not an issue with reducing Steve's Probationary period, Since returning to the Hartford Fire Department in October of 2023 Steve has proven to be an asset to the department and has completed the training required of a Probationary Member.

# HARTFORD FIRE BOARD

## FIRE BOARD AGENDA REPORT

**Meeting Date:** May 13<sup>th</sup> 2024  
**Submitted By:** Kevin McGrew- Asst. Fire Chief  
**Prepared By:** Kevin McGrew- Asst. Fire Chief  
**Agenda Title:** Discontinue Service with Comcast/Xfinity

### RECOMMENDED ACTION:

We have been looking at ways to save money for some time with Comcast/Xfinity, after several attempts to get our bill lowered, we have come to the point where they will no longer work with us on lowering our bill and their increase in pricing has led us to the decision that its time to seek other services. We are currently paying **\$296.00** a month for services.

I met this week with representatives from First Net/At&t to seek information and quotes on obtaining Phone & Internet services for the station through them.

Phone Line will be \$40.00 per month  
Internet Hotspots will be \$40.00 per month

Office at Hand System will range between \$10 & \$50 per month, depending on the level that we choose.  
(Office as hand is a automated system similar to the system we are currently running through comcast for phone answering and call redirecting service's)

Depending on which Office at Hand System we go with and whether we will require 1 or 2 hotspots, we are confident that we will save upwards of **\$100** a month switching over to First Net/At&t service.



# HARTFORD FIRE BOARD

## FIRE BOARD AGENDA REPORT

**Meeting Date:** May 13<sup>th</sup> 2024  
**Submitted By:** Kevin McGrew- Asst. Fire Chief  
**Prepared By:** Kevin McGrew- Asst. Fire Chief  
**Agenda Title:** Purchase of two New Lifepak CR2 AED's

### RECOMMENDED ACTION:

We are requesting to purchase two Lifepak AED's from AED Market in the amount of \$4,252.00.

These AED's would be placed in service on unit's 1810 & 1802, the current AED's would be placed on unit 1841 & 1831, both of these units currently do not have an AED's aboard them.

Our Current AED's require a separate set of pads for pediatric use, the pads required for this have been on a national shortage for over two years now, we have tried several different companies to try and acquire these, it seems this may be an issue for an extended period of time.

The Model AED we are requesting to purchase only requires one set of pads that can be used on both Adults and Pediatric patients, additionally this AED is currently the only AED on the market that allows responders to continue to do CPR during the analyzation period.

This purchase would be the start of converting our entire AED fleet to this new Model AED.

We are requesting to use funds from the Donations account not to exceed \$4,600 for the purchase of these new AED's.

**VETERAN**  
FOUNDED BUSINESS**AED MARKET**

Search...

Close

Chat Now

Contact Us



Hello Kevin

2



My account ▾

Cart

You are eligible for free shipping!

Checkout

Product

**Physio-Control LIFEPAK CR2 AED**

- Choose AED Options: Semi-Automatic, WiFi, English Only, with Handle - No ext
- Tax Exempt Organization?: Yes, Tax Exempt Organization

~~\$2,126.00~~   ~~\$2,326.00~~

SPRING200 (-\$400.00)

-

2

+

Remove

**Total****\$4,252.00****You saved \$400.00!**

Order instructions



# HARTFORD FIRE BOARD

## FIRE BOARD AGENDA REPORT

**Meeting Date:** May 13<sup>th</sup> 2024  
**Submitted By:** Kevin McGrew- Asst. Fire Chief  
**Prepared By:** Kevin McGrew- Asst. Fire Chief  
**Agenda Title:** Purchase of New Grass Fire Skid unit

### RECOMMENDED ACTION:

Attached are two quotes for review for the purchase of a New Grass Fire Skid unit.

The current skid unit on unit 1869 is approaching 20 years old and is approaching its end of life, as it is no longer producing the amount of pressure or volume needed to effectively extinguish grassfires in a safe manner. Additionally, the hose reel requires 2 people to effectively reel the hose back in.

The new unit that we are proposing to purchase is similar to the unit that the township purchased for the mule, the unit has a 125-gallon water tank, pump capable of producing 120psi and 105 GPM and an electric hose reel.

Additional information is available on the attached quote sheets.



**MTECH Inc.**  
1072 MARAUDER STREET  
SUITE 210  
CHICO, CA 95973  
Phone: 530-894-5091  
Fax: 530-894-5092

## Quotation

Quote HARTFORD FIRE DEPARTMENT MICHIGAN  
To: 436 E. MAIN ST  
Hartford, MI 49057  
United States

Quote Number:	13930	Contact:	KEVIN MCGREW
Quote Date:	04/17/2024	Expires:	05/17/2024
Customer:	HARTFORDMIFD	Inquiry:	
Salesman:	DAVID HINES	Terms:	Check
Ship Via:	LTL	Phone:	2695472730
FOB:	CHICO, CA	FAX:	

1. This is an estimate only. Modification to line items may affect final pricing.
2. Price does not include sales tax (if applicable), crating or freight charges.
3. Commercial address with a forklift or loading dock is required to qualify for QTAC UTV skid flat rate shipping.

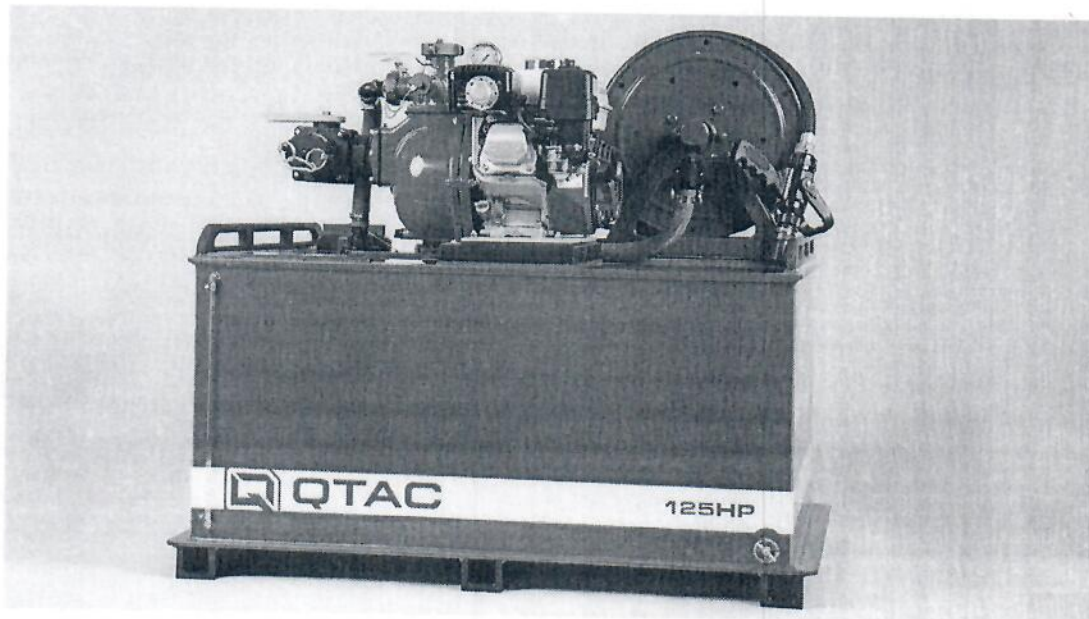
<u>Item</u>	<u>Part Number</u> <u>Description</u>	<u>Revision</u>	<u>Quantity</u>	<u>Price</u>
1	FR500 QTAC flat rate shipping fee to a commercial address within the Contiguous U.S. Additional services such as lift gate, appointment requests, school, secure location, military base, or farm delivery will require additional fees.		1	\$500.0000 /EA
5	2300.010-02 QTAC 125HP, Electric Hose Reel, includes: <ul style="list-style-type: none"><li>- Welded, 125-gallon PolyTough internally baffled tank</li><li>- Honda GX200 5.5HP engine</li><li>- Waterax Versax 6 2-stage pump (Max 105 GPM, 120 PSI)</li><li>- Hannay electric hose reel</li><li>- Black Commercial Grade Rubber Reel Hose, 3/4" X 75'</li><li>- Brass Bullseye Nozzle w/ 1/4" turn shut off, 3/4"</li><li>- 1-1/2" drain</li><li>- 4" fill tower</li><li>- 1" gated auxiliary discharge</li><li>- 2" auxiliary draft suction (draft kit sold separately)</li><li>- Red with white decals</li></ul>		1	\$7,745.0000 /EA
6	2250.007-01 Around-the-Pump Foam, for 85HP, 2.5-Gallon, Includes: <ul style="list-style-type: none"><li>- PolyTough 2.5-gallon foam cell</li><li>- Scotty 4072 foam proportioner</li><li>- Scotty 15 GPM air aspirating nozzle</li><li>- All plumbing and hardware, factory installed and tested</li></ul>		1	\$995.0000 /EA

**Total: \$9,240.00**

Contact: David Hines  
Email: dhines@qtacfire.com  
Contact Phone Number: (888)797-5100 ext. 157



## Model 125HP UTV Fire Skid Specification



A Division of MTECH, Inc.  
1072 Marauder, Suite 210  
Chico, CA 95973  
1.888.797.5100  
[www.qtacfire.com](http://www.qtacfire.com)  
[www.mtechincorporated.com](http://www.mtechincorporated.com)



## TANK

The tank shall have the following characteristics:

- MTECH PolyTough™ extrusion-welded Copolymer Polypropylene construction
- Capacity of 125 gallons of water
  - OPTION: Capacity restrictors down to 60 gallons
- 3/8" internal baffles with interlocking design to meet NFPA standards
- Pump suction plumbed to the center of the tank with anti-cavitation device
- 1-1/2" tank drain
- 4" vented fill tower
- Site tube to gauge water level
- Flange-mounted anchor points to secure the skid unit to the bed
- Mounting pad for hose reel
- OPTION: Forklift runners

## PUMP & ENGINE

The pump system shall have the following characteristics:

- Honda GX200 5.5 hp engine with recoil start and low oil sensor with Waterax Versax 2-stage, self-priming centrifugal pump (120 PSI Max; 105 GPM Max)
- 2" auxiliary suction
  - OPTION: Draft hose kit
  - OPTION: 2" NST Suction
- 1" discharge
  - OPTION: 1-1/2" NST Discharge
- 1" gated discharge to hose reel
- 2" gated tank to pump
- 1" gated pump to tank return / fill
- All plumbing to be of either composite polypropylene, brass, or stainless steel





## FOAM

The foam system shall have the following characteristics:

- OPTION: End-of-line foam system, includes:
  - Aerating nozzle
  - ¼ turn end-of-line shut-off
- With Honda GX200 5.5hp equipped QTAC
  - OPTION: Around-the-pump foam system, includes:
    - MTECH PolyTough™ extrusion-welded Copolymer Polypropylene construction 2.5-gallon external foam reservoir
    - Threaded 6" fill well, flush mounted at top of tank with vented cap
    - Adjustable through-the-pump foam proportioner
    - Aerating nozzle
  - OPTION: 5-gallon foam reservoir

## HOSE & ASSOCIATED COMPONENTS

The hose and associated hardware shall have the following characteristics:

- 3/4" X 50' of rubber booster hose
  - OPTION: 3/4" X 75' of rubber booster hose
  - OPTION: 3/4" X 100' of rubber booster hose
  - OPTION: 3/4" X 50' Red rubber booster hose kit
- Hannay manual rewind hose reel
  - OPTION: Hannay electric rewind hose reel
- Nozzle Options:
  - Max 8 GPM brass bulls-eye with 1/4-turn shut off
  - Max 15 GPM D-ring fire-style nozzle
  - Max 18 GPM Vari-Nozzle
  - 10-23 GPM Viper Nozzle
    - OPTION: Pistol grip bale shut off



## WEIGHTS\*

Dry weight, Waterax Versax 6 and manual hose reel: 297 lbs.

Wet weight, Waterax Versax 6 and manual hose reel: 1340 lbs.

Additional weight per component:

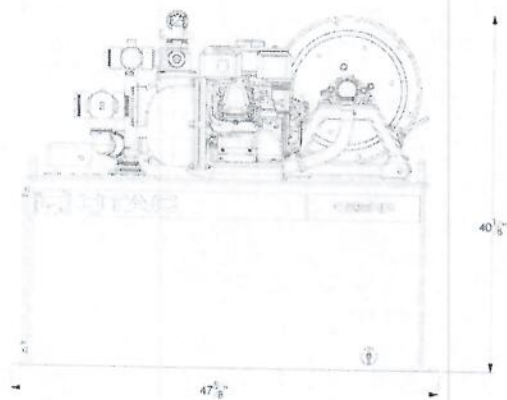
- Electric hose reel: 30 lbs.
- Around-the-Pump Foam
  - 2.5-gallon
    - Dry Weight: 7 lbs.
    - Wet Weight: 28 lbs.
  - 5-gallon
    - Dry Weight: 11 lbs.
    - Wet Weight: 53 lbs.

*\*All weights are approximate*

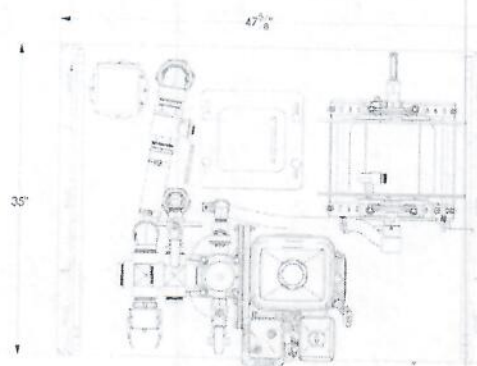


# DIMENSIONS

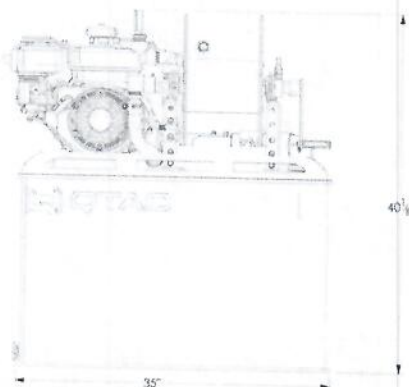
END VIEW



TOP VIEW



SIDE VIEW







Pumps - Heiman UTV Ultra High Pressure Skid Unit

## HEIMAN UTV ULTRA HIGH PRESSURE SKID UNIT

3266-UTVSKID

\$9,999.00

Item

Select Item

Quantity 1

CALL TO ORDER

Price Match

PLEASE CALL 605.543.5510 TO PURCHASE OR RECEIVE A FREIGHT QUOTE

Slide this unit effortlessly into your UTV to transform it into an agile wildland firefighting machine. The unit is built with a 60 gallon, rectangular, NFPA compliant G3 Fire® copolymer polypropylene tank with built-in 5-gallon foam cell. Dry weight approx. 380 lbs.

FEATURES:

- 13HP Power Pro engine with electric start and recoil start
- Relief valve
- Ultra high-pressure foam system capable of 10 GPM at 1400 PSI
- Foam proportioner control module
- Dual-action foam spray gun
- 100 ft. of 1/2"
- high-pressure hose, and manual reel & rollers

Optional Honda 13 HP in lieu of Power Pro engine upgrade.  
Optional electric rewind upgrade.

# Hartford Fire Department Capital Equipment Plan 2024-2034

Type of Equipment	Date Purchased	Purchased Price	Condition at Time of Purchase	Purchased Category	Replacement Date	Projected Replacement Price
<b>Nozzle's</b>	2009	Unknown	New	General Fund	<u>2025</u>	\$20,000
<b>Radio's</b>	2010	\$80,000	New	Grant	2030	\$180,000
<b>Pager's</b>	2022	\$9,600	New	General Fund	<b>2032</b>	\$14,000
<b>Air Pak's</b>	2019	\$112,701	New	Millage Acct.	<b>2034</b>	\$185,000
<b>2010 Ford Explorer-1810 Medical First Response Vehicle</b>	2013	\$9,999	Used	General Fund	<u>2025</u>	\$60,000** \$400,000****
<b>2010 Ford Pickup-1802 Command/Medical First Response Vehicle</b>	2020	\$2,500	Used	General Fund	<u>2026</u>	\$52,000
<b>2016 Ford Pickup-1801 Command/Medical First Response Vehicle</b>	2016	\$34,772	New	General Fund	2030	\$56,000
<b>2005 Ford Pickup-1869 Grass Rig</b>	2005	\$38,750	New	General Fund	2035	\$75,000
<b>1980 Jon Boat Water Rescue</b>	2022	\$5,000	Used	Grant	2035	\$15,000

\*\* Cost to replace with a similar type vehicle

\*\*\* Cost to replace with a multi purpose Attack Capable Mini Pumper

^^^ Mini Pumper could also serve as the second grass rig or other option below.



# Hartford Fire Department Capital Equipment Plan 2024-2033

Type of Equipment	Date Purchased	Purchased Price	Condition at Time of Purchase	Purchased Category	Replacement Date	Projected Replacement Price
2008 Spencer-1841 Ladder Truck	2008	\$591,865	New	Millage	2033- 25 years 2038- 30 years 2043- 35 years 2048- 40 years	\$2.2 Million \$2.7 Million \$3.1 Million \$3.5 Million <i>2024 Pricing is currently around \$2.2 Million and rising everyday.</i>
2013 Spencer-1831 Pumper Tanker	2013	\$252,000	New	Millage	2038- 25 years 2043- 30 years 2048- 35 years	\$700,000 \$ 900,000 \$ 1.2 Million <i>These numbers are based on repurposing our existing body/tank onto a new chassis.</i>
2021 Spencer-1871 Rescue Engine	2021	\$699,523	New	Millage	2046- 25 years 2051- 30 years 2056- 35 years	\$1.7 Million \$2.2 Million \$2.5 Million <i>2024 Pricing is currently around \$875,000 for the same truck and rising everyday.</i>
Jaws of Life-Battery Operated Jaws Tools- (3 Tools)	2021	\$45,000	New	Included in truck price	2041-20 years 2046-25 years	\$60,000 \$75,000
Jaws of Life-Battery Operated Combi Tool (1 Tool)	2018	\$12,000	New	General Fund	2038- 20 years 2043- 25 years	\$18,000 \$22,000
Jaws of Life-Hydraulic Operated Jaws Tools (5 Tools and Pump)	1999	\$30,000	New	Unknown	2029- 30 years 2034- 35 years	\$52,000 \$58,000



**Fire Chiefs Report**  
**May 2024**

**INFORMATION:**

**1. Meetings Attended:**

- Township
- City
- VBC Medical Control
- Van Buren County Firefighter Training Committee

**2. Information:**

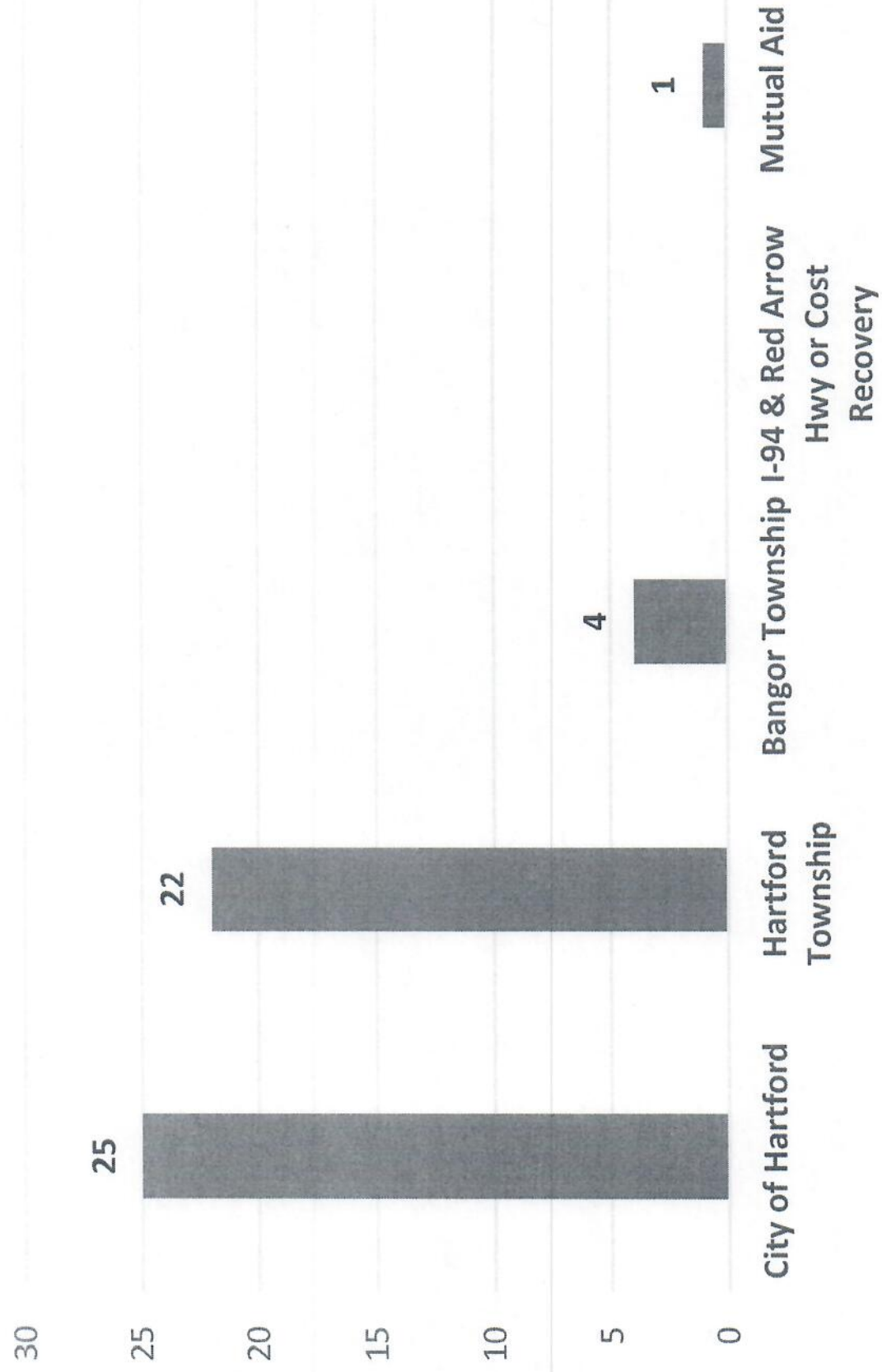
- Annual service completed on all the Apparatus.
- Overhead doors serviced and repaired; 2 new door openers installed.

Sincerely,

**Robbie Harting – Fire Chief**

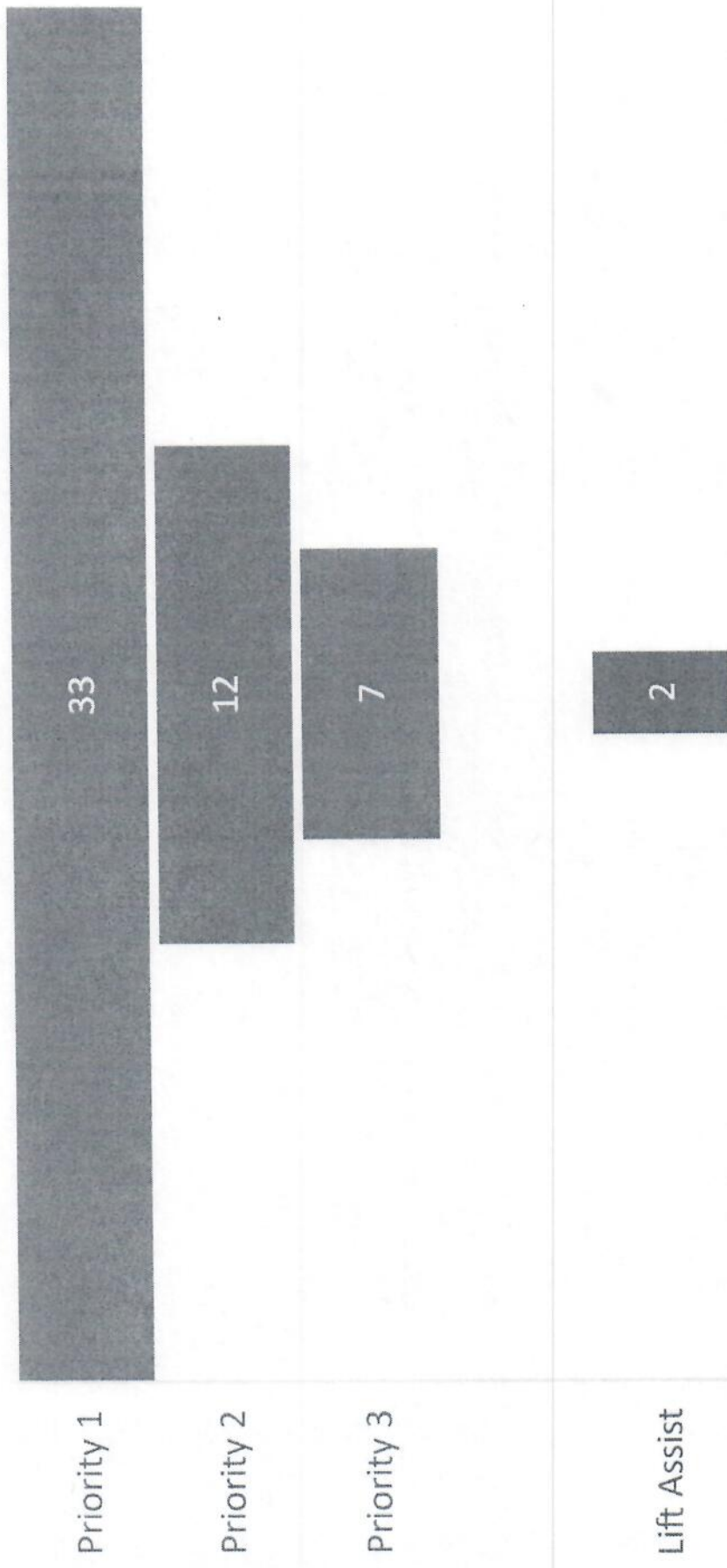
# Hartford Fire Department

## April 2024 Calls Breakdown Per Zone



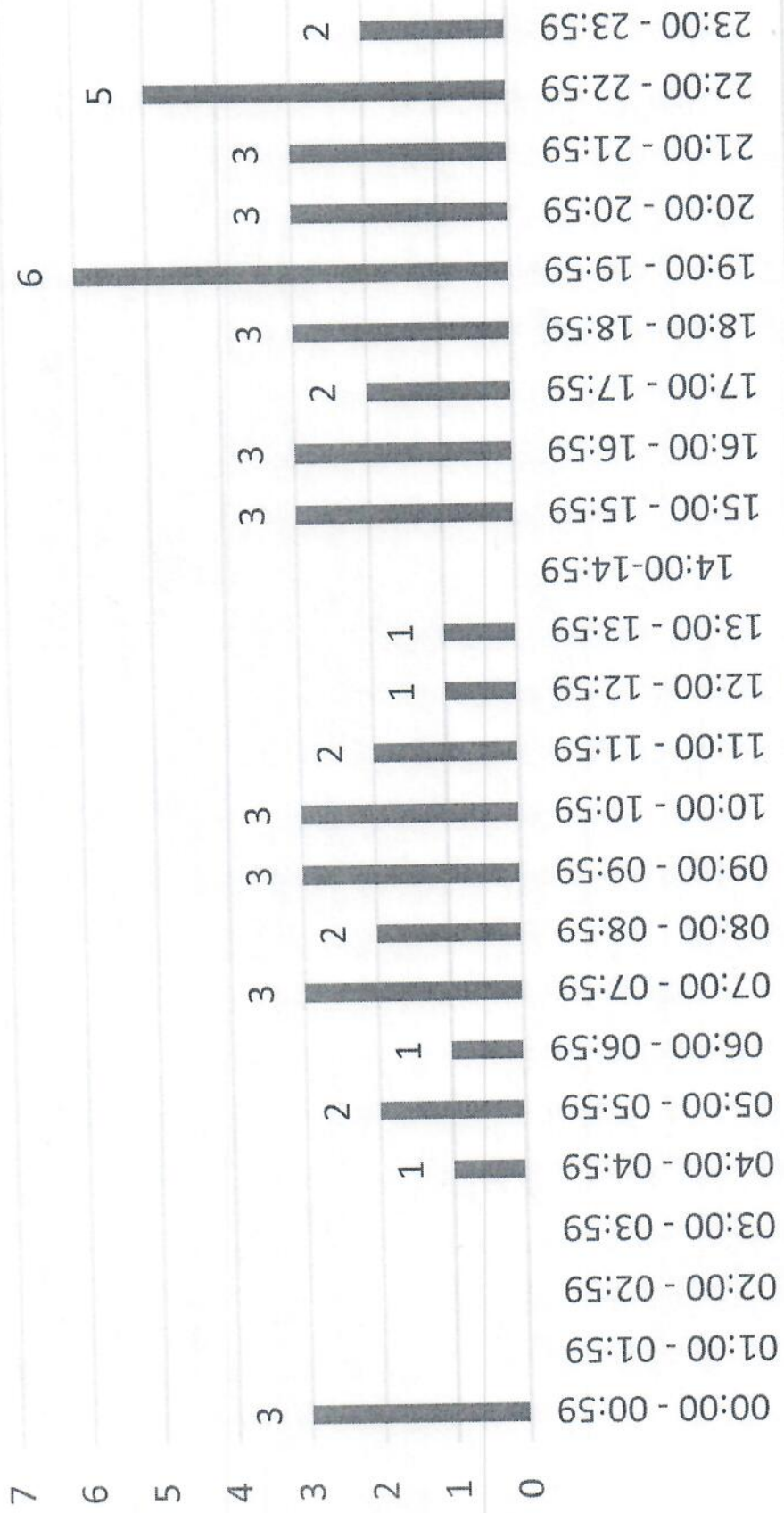
# Breakdown of Priority Calls

## April 2024



# Call Breakdown by Hour

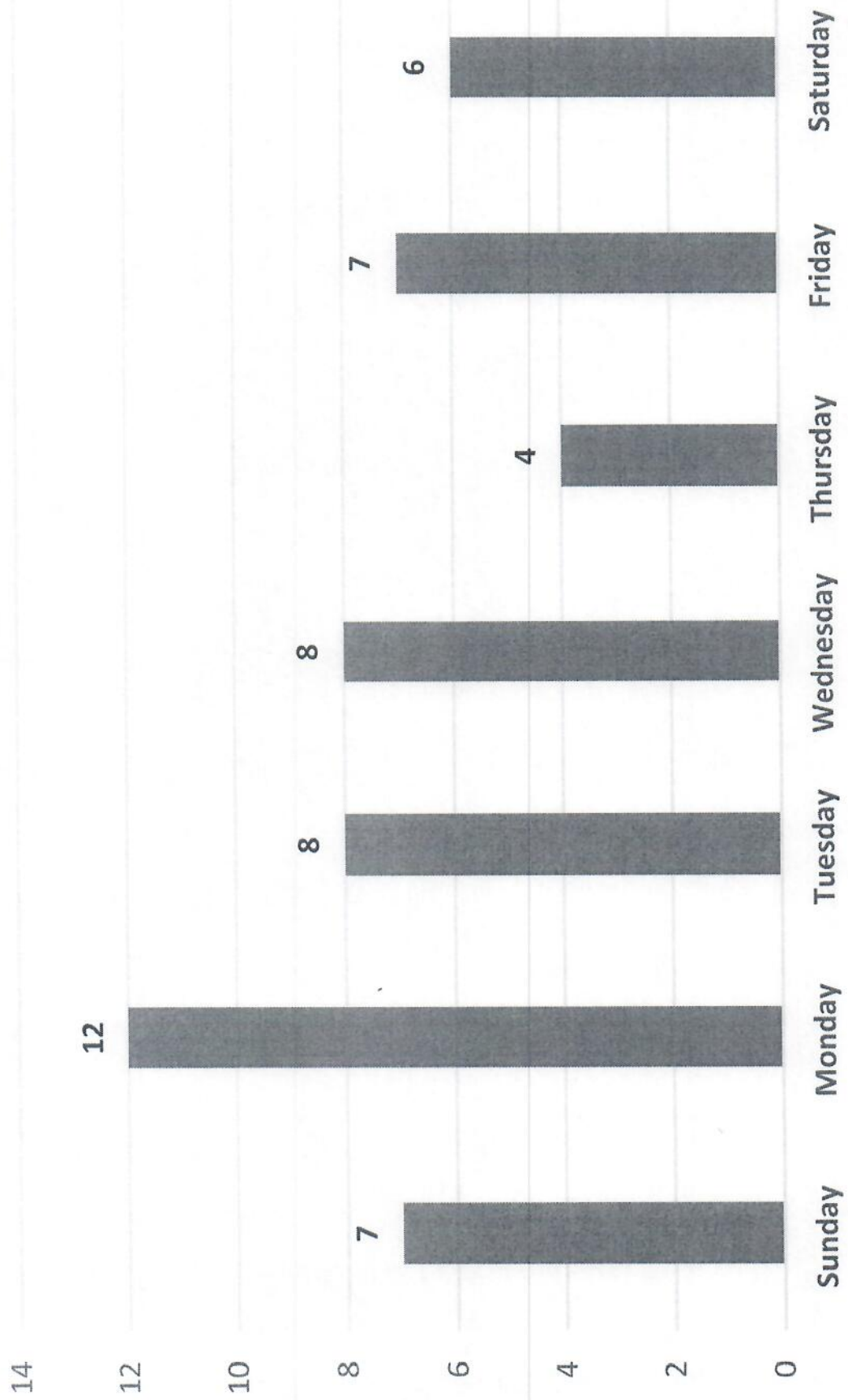
## April 2024





# Calls by Day of Week

## April 2024



Personal	Number of Calls	% of Calls
Rob Harting	14	27%
Kevin McGrew	48	92%
Ryan Flemming	1	1%
Brandon Bodary	13	25%
Steven Fry	2	1%
Scott Weberg	18	35%
Scott Eastman	1	1%
Brandi Harting	13	25%
Ian Sharpe	10	19%
Troy McClellan	2	1%
Khelun Roberts	21	40%
Cole Hunt	2	1%
Steve Lowe	10	19%

## **Assistant Chief Report**

**May**

### **Information**

1. Webinar's on new proposed OSHA rule
2. Attended Leadership & Resiliency Class
3. Tune-up on Dept Lawn Mower
4. Lawn Maintenance Started
5. Pancake Breakfast

Meetings Attended: Chiefs Meeting

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief