

BALDWIN TOWNSHIP WORKSHOP

January 31, 2012

Present – Supervisors Jay Swanson, Randy Atwood, Larry Handshoe, Kimberly Good and Tom Rush.

Call to Order – The January 31, 2012 workshop meeting of Baldwin Township was called to order by Chairman Jay Swanson at 8:12 p.m.

Pledge of Allegiance – All present recited the Pledge of Allegiance.

Discuss Training Officer Pay – Rademacher stated that he wanted to clarify that it was a proposed \$100 a month stipend. The current training officer has taken time off of work. He does not know if it would come out to the full \$1,200 per year. The relief association treasurer has not collected any money associated with his position. Rush asked if this would eliminate chief hours. Rademacher stated that 40 hours per month is allowed for chief hours. Training is one that we still help out with a little bit. Captain Kiel is our training officer. There are only so many hours. Kiel stated that it takes a lot of time, especially for a new training officer. Swanson asked if either the deputy clerk or clerk helped out it could lighten the load of the training officer. Have this office schedule items. Fischer stated that there a lot of times when we call these schools there are specific questions to ask. The clerk would not know what to ask. It would be very difficult with fire knowledge. Rush stated that the office role would be more administrative. Rademacher stated that he does not see where that would be benefit but it may be a good idea to explore in detail. Rush stated that fire department stuff should be kept over there. Swanson stated that, with 6,500 residents, we need more staff time. This would not be a way to get rid of a training officer totally. Fischer asked why, if they could do it cheaper, why would they do it any other way. Good stated that the deputy clerk would be willing to do chargebacks. Rademacher stated that chargebacks were brought up a couple of years ago. The department would love to go forward with it. Good stated that the board asked the department to look into it. Rush asked if this was a paid position would it be an elected position. Rademacher stated that the chief would appoint. Discussion regarding a board member stipend being \$50 per month. Kiel stated that he would not take the entire 10 hours per month. Rademacher stated that he would like to see this in the handbook. Swanson stated that, if it was approved, then it would be there every month.

Discuss Administrative Assistant Pay – Rademacher stated that in the past 2 years 10 hours has been billed out at the maximum every month. It does save the chief from a little less paperwork. It is already in the handbook but would like to see it changed from pay to a stipend.

Discuss/Review Fire Department Handbook – The current handbook does not state penalties for officer course hours and it has come up in the past. The officer course

hours will be added to the February agenda for approve/disapprove adding to the fire department handbook.

Discuss Clerk Receiving Quarterly Call Percentages – Rademacher stated that he will provide the clerk with monthly call percentages.

Discuss Deputy Clerk Resuming Fire Clerk Duties – Swanson stated that there are things that the board needs to know about. Rademacher stated that he would like to leave it as is for a few months.

Health Club Membership – Rademacher stated that part of it is a benefit to sell for people to join this department. Part of our wellness program. We don't have time during training to go through proper exercises. This would give the firefighters training credit and possibly a 10% discount on worker's compensation insurance.

Licensing of Firefighters – Swanson stated that this would be an administrative change in the handbook if it was approved by the board. It has not been approved as of yet. Licensing is \$75 for each firefighter and needs to be renewed every 3 years. The paid on call or volunteer firefighters that are licensed would be subject to the same criteria as a professional firefighter. There is a mandatory licensing of 72 hours. Buell stated that it would be rolled into regular training. Current Baldwin fire department mandatory training hours are not standardized. Fischer stated that it would cost more to wait to license firefighters. Swanson stated that it is not mandatory and he would be hard pressed making it a mandate. Rademacher stated that he made an executive decision saying that it would be covered through the training budget. Fischer questioned why this would be a big issue if it is within our budget and not requiring additional money. Swanson stated that the state says we don't need licensed firefighters. Good stated that the department wants to pay for a license that is not required. Maybe add it the handbook as a requirement. Once it is purchased it becomes a precedent.

Adjournment – Good/Atwood unanimous to adjourn at 9:32 p.m.



Submitted By: (s/) Cathy Stevens
Clerk/Treasurer
Baldwin Township



Approved By: (s/) Jay Swanson
Chairman, Board of Supervisors
Baldwin Township

Attendees: Chuck Nagle, Elaine Philippi, Mike Rademacher, Scott Case, Joe Kiel, Robin Fischer, Jim Buell, Ross Martin, Cal Watson