OTSEGO LAKE TOWNSHIP BOARD

APPROVED SPECIAL MEETING MINUTES

Establish process for hiring new fire chief

September 25, 2023

The Otsego Lake Township Special Meeting was called to order with the Pledge of Allegiance at 6:00 p.m. by Supervisor Matelski.

Rollcall: Board members present: D Pallarito; M Brown; D Matelski; J Brown; J Bergel

Members absent:

Also present: Parliamentarian Randy Stults

Guest: 13 (10 OF WHICH WERE FIRE DEPARTMENT MEMBERS)

Conflicts of interest: None

Fire Chief's Hiring Process: There was discussion about what process the board uses to replace the fire chief. In the past there has always been a current member to move into the position of Fire Chief. The board has always considered input from the fire department members about who should fill this position. There were 10 fire department members present tonight and most gave input on who should be appointed Fire Chief, with most in favor of Deputy Chief Jeff Schermerhorn. There was talk about a hiring panel, hiring a firm or our township attorney to review and pick applicants. After discussion with board members, it was decided to have a survey from the fire department members.

Denise Pallarito made a motion to create a survey to include fire department member name & badge number, list who they want as chief, if they are interested in becoming chief, and what the board should look for in determining the next chief. The survey must be returned to the drop box at township hall no later than October 4th in a sealed envelope that will be provided with the survey, to be opened at a special meeting by the township board. Second by Mary Brown. All ayes. **MOTION CARRIED**.

In the meantime, it was recommended board members take the time to talk to the fire department members to learn more. **Mary Brown** stated she has already done this over the past year and has a lot of input from members. Mary will reach out to Fire Chief Forbush and try to get some job descriptions from other fire departments to help us create a good job description.

The Special Meeting will be held on October 6, 2023 at 9:00 a.m., the sealed envelopes will be opened and then the board will determine next steps to hire the next fire chief.

Removal of radio: The fire radio currently in Dale Tucker's truck will need to be removed. Mary talked to Jon Deming, Otsego County Emergency Manager. He recommends having the same company that installed it, remove it as it is complicated and there is always a risk of a fire if not done correctly. The cost would be about the same as installing it ($650.00 approx.). **Denise Pallarito made a motion** to have the radio removed from Dale's truck as presented; second by Mary Brown. All ayes. **MOTION CARRIED**.

APPROVED

There was discussion about where that radio should be used. EMS Captain Booth would like it in the back of 525 so she could have communication when with a patient. It was mentioned that the boat needs a radio also. There was some more discussion, and it was determined the radio will be installed after the members figure out the best location.

Adjourned at 7:10 p.m.

Respectfully Submitted,

Mary Brown

Mary Brown, Clerk

Special Meeting minutes approved by Township Board on October 19, 2023