

BRIGHTON AREA FIRE AUTHORITY  
December 19, 2019  
Regular Board Meeting

A Regular Meeting of the Brighton Area Fire Authority Board was held on Thursday, December 19<sup>th</sup>, 2019 at the Main Fire Station at 615 W. Grand River Ave., Brighton, Michigan. This Regular Meeting was called to order by Chairperson Jim Muzzin, at 8:00 a.m.

PRESENT:           BILL ROGERS  
                  LUCILLE WEAIRE  
                  PATRICK MICHEL  
                  SHAWN PIPOLY  
                  JIM MUZZIN  
                  MIKE CORRIGAN

ABSENT:           JIM MORTENSEN

ALSO PRESENT:   Chief O'Brian  
                      Neal Nielsen, Esq.

Pledge of Allegiance

Call to the Public

The Honorable Daniel B. Bain, 53<sup>rd</sup> District Court, introduced himself to staff and Board. He outlined his role as Judge.

Approval of Consent Agenda

19:059           Motion by Lucille Weaire, supported by Mike Corrigan, that we approve the Consent Agenda as presented.

Motion carried unanimously.

Approval of Regular Agenda

19:060        Motion by Mike Corrigan, supported by Bill Rogers, that we approve the Regular Agenda as presented.

Motion carried unanimously.

Introduction and Oath of Office for New Fire Protection Specialists

Chief introduced our four new Fire Protection Specialists, Corey Laber, Jeremy Griffin, Philip Mattern, and Justin Thornton to the Board. They will be starting their full-time positions on December 29<sup>th</sup>, 2019, Tara Brown, the Clerk from the City of Brighton, administered the Oath of Office.

Staffing Changes Effective December 29, 2019

As part of our strategic planning and award of the FEMA-SAFER Grant, the Fire Authority will be adding staffing to an additional station for a 24-hour schedule.

The Fire Authority currently staffs Fire Station 31 with 2 people on a 24-hour basis. During the day (6a-6p) the Fire Authority staffs a total of 6 people on duty, with a combination of full-time, paid-on-call and part-time staffing.

Effective Sunday, December 29, 2019, the Fire Authority staffing numbers will increase during night time operations.

- (9) Full-Time Staff will be assigned 24-hour shifts based on a 56-hour work week
- (1) Full-time Fire Protection Specialist will be assigned 12-hour shifts (day time) typically M-F.

These changes will allow us to staff 6 people during the day 6a-6p and then 4 people from 6p-6a. Staff will be strategically located at Fire Station 31 and Fire Station 35 (will shift to 34 after construction is complete)

Recommendation to Award Contracting and Construction Services for Fire Station 34 Addition

The Fire Authority, working with Partners in Architecture has solicited bids for construction as part of an RFB process. The bids were publicly posted on Bid Net and included a pre-bid walk-through with interested contractors, the public bid opening was held on Friday, December 13, 2019.

Fire Authority Staff, as well as Partners in Architecture and board representatives, conducted interviews with qualified contractors on Monday, December 16, 2019. The Fire Chief reviewed the process and highlighted the two lowest, qualified bids.

19:061        Motion by Shawn Pipoly, supported by Patrick Michel, that we award the contracting and construction services for the addition to Fire Station 34 to Brivar Construction and authorize the Fire Chief to sign the contract.

AYES:        Shawn Pipoly, Bill Rogers, Patrick Michel, Lucille Weaire, Mike Corrigan,  
                 Jim Muzzin  
NAYS:        None  
ABSENT:     Jim Mortensen

Motion Carried: 6-0

Appointment of Citizen at Large

The current term for Citizen at Large ends on December 31, 2019. The Board received two letters of interest.

19:062        Motion by Patrick Michel, supported by Shawn Pipoly, that we appoint Mike Corrigan for a two-year term, beginning January 1, 2020 and concluding December 31, 2021, as the Brighton Area Fire Authority Citizen at Large.

AYES:        Shawn Pipoly, Bill Rogers, Patrick Michel, Lucille Weaire, Jim Muzzin  
NAYS:        None  
ABSENT:     Jim Mortensen  
ABSTAIN:    Mike Corrigan

Motion Carried: 5-0

Transfer of Fire Stations 34 & 35 from Genoa Twp. to Brighton Area Fire Authority

Chief O'Brian updated the Board on the status of the property transfers and quit claim deeds. There were no motions.

Good of the Order

Tom Kiurski was awarded the Michigan Fire Service Instructor of the Year for 2019 at the Michigan Fire Service Instructors Conference in Traverse City on December 6, 2019.

Chief O'Brian informed the Board that due to the re-scheduled Board meeting and the payroll cycle, they would not receive a check in December. Payment for the December 19<sup>th</sup> meeting and the January 9<sup>th</sup> meeting will be made on January 17, 2020.

Jim Muzzin expressed his appreciation to Patrick Michel and Bill Rogers for their time invested in the contracting and construction service meetings for Station 34. He also sincerely thanked all the Board members for serving on this great Board.

Adjournment

Motion by Patrick Michel, supported by Mike Corrigan, that we adjourn this meeting.  
Motion carried unanimously. This meeting was adjourned at 8:48 a.m.

  
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Jim Muzzin, Chairperson