

TOWN OF SOUTHTON  
BOARD OF FIRE COMMISSIONERS

Chairperson Bunko called the special meeting of the Board of Fire Commissioners, held at Headquarters on June 1, 2017, to order at 5:00 p.m. Commissioners Bunko, Baker, Stanforth, Kanute and Robertson were present. Also in attendance were Chief Heath and Asst. Chief Wisner.

Roll Call

Pledge of Allegiance

MOTION: by Kanute, seconded by Baker, to adjourn to Executive Session, excluding the public and the press with the exception of the Chief and Asst. Chief, to conduct interviews for the position of deputy fire marshal at 5:01 p.m. Motion carried unanimously.

EXECUTIVE SESSION:

Candidates were interviewed

MOTION: by Robertson, seconded by Baker, to return to open session at 5:45 p.m. Motion carried unanimously.

NEW BUSINESS:

MOTION: by Kanute, seconded by Baker, to appoint FF John Solury to the position of deputy fire marshal. Motion carried unanimously.

Chairperson Bunko discussed that both candidates were both very qualified, which made it a difficult decision for the Board and he thanked both candidates for their dedication and service.

MOTION: by Kanute, seconded by Baker, to approve the revision to the incentive plan shares to be \$540.54 for a full share and \$270.27 for a half share. Motion carried unanimously

Chief Heath reported that the company officers were notified in March of their member's status and were given the opportunity to correct any errors. Chief Heath reported that this was the result of a company officer's poor record keeping.

MOTION: by Stanforth, seconded by Kanute, to approve requesting a \$25,000 special appropriation to the Contractual Services account to hire a consultant to recruit for the chief's position. Motion carried unanimously.

Chairperson Bunko discussed the requested amount was agreed upon by the Chief Selection Committee after interviewing several consulting firms. The consulting firm has the resources to access a wider pool of candidates. The firm would handle all the

advertising and screening of all the applicants. Part of the contract includes an assessment center for recommended candidates that would test them on a variety of skills. The firm being considered would have a former fire chief be in charge of the search. The firm's services are guaranteed for a year so if the initial hire does not work out, they will work with the committee to find another new candidate. The firm chosen will base their search on requirements determined by the committee.

Commissioner Robertson asked what the committee will do if the Board of Finance does not approve their request. Chairperson Bunko discussed the committee's hopes that the Board of Finance will see the justification in the request to hire an outside company whose services are done confidentially and are not influenced by any group or individual.

MOTION: by Baker, seconded by Kanute, to approve requesting a transfer and a special appropriation for the Overtime account not to exceed a combined total of \$115,181. Motion carried unanimously.

Chief Heath reported that the request is based on the remaining hours of vacation and personal time replacement remaining in the fiscal year, along with projected sick time, training, and callback hours. Vice Chairperson thanked Chief Heath for taking Board of Finance member John Moises's suggestion of using the Police Department's letter format for the request. Discussion was held on the different factors that may change the total request such as additional areas of transfer and the timing of the members' use of remaining vacation and sick time after the payroll year ends.

MOTION: by Baker, seconded by Kanute, to adjourn to Executive Session, excluding the public and the press, to discuss personnel and contractual matters at 6:04 p.m. Motion carried unanimously.

EXECUTIVE SESSION:

No action was taken.

Meeting was adjourned at 6:22 p.m.

Wayne Stanforth, Secretary  
Board of Fire Commissioners