

MINUTES
JOINT FIRE COMMITTEE MEETING
SEPTEMBER 4, 2024
4:00 P.M.

1. Call Meeting to Order

Pennekamp called the meeting to order at 4:00 P.M.

2. Roll Call

Members present: Crapp, Pennekamp, Reuter (North Lancaster) and Tydrich (South Lancaster)

Members absent: Fecht.

Non-Voting Members-Braun, L. Wagner, and Edge

Also present: Administrator Kuchta and Clerk Kurihara

3. Minutes

N/A-Unavailable

4. Elect Chairperson

Crapp nominated Pennekamp.

With no further nominations, Pennekamp declared the nominations closed.

Pennekamp was elected Chairperson by a vote of four (4).

5. Elect Secretary

Pennekamp nominated Crapp.

With no further nominations, Pennekamp declared the nominations closed.

Crapp was elected Secretary by a vote of four (4).

6. Fire Chief/Deputy Chief Report

Fire Chief reviewed capital project schedule in which the command vehicle will be delayed until 2026 and hopefully the air packs replacement in 2025 can be funded by a federal grant.

Deputy Chief Wagner stated the new pumper specifications should be finalized this month with production to be completed by the end of the year or early in 2025.

7. Fire Station Project

Clerk Kurihara handed out an estimated project borrowing schedule if the \$2.25 million project is to move forward.

Administrator Kuchta has preliminary begun filling out the paperwork for USDA related to the Community Project Funding of \$1.125 million earmarked for this project.

Motion by Crapp, seconded by Reuter to recommend to City Council to authorize administration to file the necessary USDA paperwork for the CPF grant. Motion carried.

8. Disposal of Old Engine #1

Chief Braun presented a memo from the Stitzer Liberty Fire Department offering to purchase the old 1996 American LaFrance Top Mount Engine.

Motion by Crapp, seconded by Reuter to recommend to City Council to sell Old Engine #1 to the Stitzer Liberty Fire Department for \$10,000. Motion carried.

9. Future Agenda Items/Meetings

Next meeting will be schedule when necessary as it relates to the Fire Station Project.

10. Adjourn

Motion by Crapp, seconded by Reuter to adjourn the meeting at 4:39 P.M. Motion carried.

Meeting Notice Joint Fire Committee Meeting

Date: Wednesday Nov. 13, 2024

Time: 4:00 P.M.

Place: Lancaster Fire & Rescue Building

Agenda:

1. Call to Order

Called to order at 4:00 PM

2. Roll Call

Members present: Braun, Wagner, McCartney, Tydrich, Reuter, Pennekamp, Crapp, Johnson, Fecht, Kuchta, Boughton, and Edge.

3. Review and approve Minutes of 9/4/24 committee meeting

Motioned by Tydrich, Seconded by Reuter.

Passed Unanimously

4. Fire Chief / Deputy Chief Report

- Steve and Larry shared information on the updates regarding engine 1 from Reliant.

- The engine should be done around Christmas

- Steve says we have maintained a good roster.

New outfitting, will be done for turnout gear

Firefighters are signing up for the EMR class in Lancaster, four from our department.

5. Discuss Fire Station remodeling project, funding, fund-raising, issuing RFP for

architectural services

- Michael provided an update
 - Filed paperwork with the USDA, which was approved
 - Council needs to approve
 - We still need to come up with \$1.1 Million
- Tydrich asked what the money will be used for
 - Steve: #1. A company did a study and some money will be used for the recommendations of the money.
 - #2. Finish the upstairs off for space with the EMS for sleeping and offices for Fire and EMS
 - We need to make the building ADA compliant therefore a new elevator will be installed.
 - Making it ready to serve the 21st century
- Some questions came up about feasibility, Steve is pretty confident we can cover the costs
- The committee agreed that it is sensible to set priorities
- Funding:
 - \$200K from EMS
 - \$50K from Fire Department
 - \$50K from community fund (a conservative estimate)
 - The rest will come from fundings, City, and towns
 - We did apply for the Lancaster Community Foundation for \$125K
 - Probably won't fund it this cycle due to no construction until 2026
- Issuing RFP
 - Larry feels we can get three architectural businesses
 - Agreed to go with the three bids

6. Discuss Disposition of old Engine #1

The city needs to determine the method of sale and give two weeks' publication

7. Schedule next meeting and future agenda items

Discuss the development of the bid package

Meeting is Wednesday, December 11, at 4:00 PM

8. Adjourn

Motioned by Crapp

Seconded by Fecht

Meeting adjourned at 4:45 PM.

Meeting Notice Joint Fire Committee Meeting

Date: Wednesday Dec. 11, 2024

Time: 4:00 P.M.

Place: Lancaster Fire & Rescue Building

Agenda:

1. Call to Order
 - Meeting called to order at 4:00 PM
2. Roll Call
 - Braun, Wagner, Pennekamp, Crapp, Tydrich, Reuter, Kuchta, Edge, Boughton
3. Review and approve Minutes of 11/13/24 committee meeting
 - Motion to approve by Tydrich, second by Reuter
 - Approved unanimously
4. Fire Chief / Deputy Chief Report
 - Chief Braun submitted a Grant to the federal government to upgrade air packs at about \$370K
 - Fire Truck is close to completion, should be here the 22nd of January
5. Open bids for sale of old Engine #1, possible recommendation to City Council
 - Liberty Township fire department (Stitzer) was the only bid submitted. They offered \$10K for the purchase of the engine. The letter also mentions the halogen scene lights, which need to be replaced. Will cost a few hundred dollars.
 - Crapp made the recommendation to have council approve the bid, seconded by Tydrich. Passed unanimously
6. Discuss Fire Station remodeling project, RFP for architectural services, fund-raising

- Deputy Chief Wagner has a draft RFP made up and Chief Braun has looked at it, Michael has reviewed it as well.
- Michael brought up that we have a lot of money to make up for the local match. The more we can raise independently, the happier everyone will be.
 - One thing for fundraising, Michael suggested that it might be worthwhile to look into “professional fundraisers” to help us fundraise.
 - Another fundraising idea: Do a showing of “The Best of US”, a documentary about the Cornell fire department, and make a fundraiser out of it to show the community why we are fundraising and bring awareness to what fire departments go through.
 - Michael received favor from the committee to go ahead and figure out fundraising plans.
- Matt recommended we get a list of what needs to be handled quicker and work through it.
- Chief Braun recommends we start with a fundraising plan before moving forward
- Chief Braun brought out a former question relating to prioritization, we can take out some things if it runs over cost but nothing “big ticket” (like the roof, elevator) etc.
- Tydrich asked about the necessity of an elevator, Chief Braun clarified that it is an ADA requirement.
 - He also asked about the priority list. Using the living quarters as an example, he sees it as a lower priority and mentioned how we could use the hotels since they will still be in the community.
 - Chief Braun, speaking from experience, believes the living quarters is beneficial. He also brought up how the EMT’s are pledging a good chunk of money and want to fulfill their needs as well. He also brought up how their will be a time soon where EMS starts going full time, which is how the living quarters will help.
- Chief Braun believes we must figure out where we are financially before we piece

off what should be priority and what shouldn't be.

7. Schedule next meeting and future agenda items

- January 23rd at 4:00 PM.
- Agenda to follow

8. Adjourn

- Motioned by Crapp, seconded by Reuter
- Meeting adjourned at 4:34 PM