

To: John Jennewine & Neal Mahoney
From: John Crandall
RE: Fire Department Review

6/16/14
Updated: 7/11/14

UPDATE

On Thursday (6/12/14) and on Monday (6/16/2014) Chief Kowalski, John Zeitler and I met to go over the recommendations requested by the Board of Trustees from the Chief and Administration. The remaining items are personnel, equipment, patient transport, and what happens if the levy fails. John Zeitler reported that the financial team (Zeitler, Simko and Beck) are giving consideration to 6 to 8 years for the levy rather than the proposed 5 to 7 years in the report. Also, the financial team feels strongly the Township should be on the ballot in the fall of 2014 to protect the 2014 carry over balance and lower the millage request. The Chief recommended the following:

Personnel

Since approximately 80% of the departments cost is personnel and fringe benefits, this is the most critical projection to future cost. The Chief is in the process of adding seven (7) part-time paramedic/firefighters at a maximum cost of \$147,000 per year with a onetime cost of non-capital equipment at \$32,000. Considering the current discussion of 5 to 8 years for the proposed levy, the Chief is recommending 3 ½ (5 years) to 5 ½ (8 years) positions. Our consensus decision was to recommend up to four (4) positions provided the need can be first demonstrated at the time of hire. It is noted that each position must be approved by the Board of Trustees. The cost of a full time firefighter with fringes is \$78,200 annually. Here are the projections for personnel:

<u>YEAR</u>	<u>CALLS</u>	<u>FTFF</u>	<u>ADM</u>	<u>TOTAL</u>	<u>PTFF</u>
2003	4271	62	5	67	6
2013	5431	57	4.5	61.5	3
2015	5760	59	5.0	64	10
2016	5933	59	5.0	64	10
2017	6106	59	5.0	64	10
2019	6475	59	5	64	9
2020(6 yrs) POTENTIAL	6670	60	5	65	8
2021(7 yrs) POTENTIAL	6870	60	5	65	8

Capital Equipment

The transfer to Capital Equipment should be increased to \$210,000 per year from the historic \$150,000, a \$60,000 increase. This is necessary to properly fund the Capital Equipment account for equipment replacements as needed.

Patient Transport for BLS

The Chief supports the use of the private sector for Basic Life Support (BLS) Transport with our department responding when the local companies (Mobile Care & Pro-Medica-West) are not available for timely service. These calls are estimated at 300 to 400 calls per year (about 17% for 2013). For soft billing the Chief estimates an annual income of \$145,000. The initial non-capital equipment cost to upgrade the existing department medic unit is \$30,000. This medic unit is a 1996 unit purchased used by the Department and has about 73,500 miles. It would have to be

replaced in the next 3 years if used at 300 to 400 runs per year. The purchase or lease would come from the capital equipment fund.

Summary

Should the levy fail in 2014, the three of us feel the Township would have to immediately layoff the equivalent of at least three (3) fulltime firefighters and be back on the ballot in 2015. During our discussion we talked about what level of commitment should be made to the voters. We are recommending that it be the number of years for the levy at 7 years.

CC: John Zeitler
Chief Kowalski
Dave Simko

7/15/2014 3:02 PM