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To: The Honorable Mayor, Members of the City Council, and participating Governmental Authorities

Re: Frankfort Fire & Rescue Department Report for the Month of May / June 2023.

I. Administrative

a. Fire Department

- i. Membership – The Department currently has 24 members.
- ii. Officers Meeting May 5, 2023
- iii. Business Meeting May 9, 2023 – 17 Attended
- iv. Bio-Care came and performed our required annual Physicals and Fit-Tests on May 25th & 26th.
- v. On June 5, 2023, an application was received from Adriaan Vanfarowe. This was forwarded to the Fire Department Personnel Committee.
- vi. 10 Names have been secured for the UAS Drone Pilot Training class that NMC has agreed to teach here at the fire station. According to Tony at NMC, July is open at this point to set up a Saturday Class. This will be brought up at the business meeting on Tuesday, June 13, 2023.

b. Training

- i. On May 23, 2023, we operated the portable hydrant, ladder truck, 4 Engine 1, and 4 Tanker down by the boat launch. We also took the heavy rescue down as well with all our gear. We had a total of 18 members present for the training.

c. Run Report for the Month of May 2023.

<u>Month</u>	<u>Fire # / % Responded</u>	<u>EMS # / % Responded</u>
May	17 / 100%	53 / 98%
Average Response Times: Fire:11 Minutes EMS:08 Minutes		
May Month end to date: Fire Runs: 60		EMS Runs: 245
TOTAL: 235		

Attached is a copy of a spreadsheet listing the run information for the month of May.

Note: This month's Community Risk Reduction (CRR) message is on Pet Care and Outdoor Safety. (Please see attached information)

d. Equipment / Building Updates

- i. 4 Engine 1 – A new air primer motor has been ordered.
- ii. 4 Brush 2 (Chevy) – The skid unit is fixed and back in service.
- iii. 4 Portable Hydrant – This was tested and works great! Unit back in service.
- iv. 4 Engine 2 – Needs a new shoreline plug which has been ordered.
- v. 4 Medical (the Suburban) now has the door decals put on.
- vi. 4 Brush 2 has a leaking sending unit that needs to be replaced.
- vii. The DPW removed the signs from the building. At the Finance Committee Meeting options were presented and one was approved under our budget.
- viii. Shirt Patches that were ordered have been received.
- ix. All the Fire Extinguishers have been retagged for 2023/2024.
- x. Last month the Fleet ran a total of 1158.7 Miles and used a total of 53.4 gallons of gasoline and 109.5 gallons of diesel

e. Inspections / Pre-Plans / Insurance requests

- i. The following Fire Pit inspections were performed
 1. 657 Denton Ave.
 2. 932 Elm St.
 3. 602 Denton Ave.
 4. 638 Lake St.
 5. 629 Denton Ave.
- ii. A driveway Inspection was performed on June 5, 2023, at 3263 Casey Rd.
- iii. Short-Term Rentals
 1. Inspections of the Short-Term Rentals have begun and the following areas of concern have been discovered.
 - a. Poor or no evacuation plans i.e., no address location or emergency contact information on them, including suite/apartment numbers. If a person has a medical or fire emergency this will help them know the address of where they are. If we make this consistent, then the 911 dispatcher can direct them to the evacuation plan posted in the STR.
 - b. Most do not have the Short-Term Rental Self-check-off list provided.
 - c. Fire extinguishers were non-compliant for home use (DOT/Vehicle only). This needs to be a 5-pound fire extinguisher. The Hardware Store is aware of what size we are looking for.
 - d. Many fire extinguishers and smoke detectors were not mounted.
 - e. Some did not have carbon monoxide detectors
 - f. House numbers not visible. This is important in the middle of the night.
 2. The ordinance needs to have specific language regarding any follow-up requirements, for example, if a deficiency is noted, there is nothing requiring the homeowner to fix that deficiency within "X" amount of time or be subject to the fines outlined in the ordinance.
 3. After Tuesdays Special Meeting I met with Maureen from M-22 Rentals. There is a small group of Short-Term Rental owners with whom she communicates and has agreed to share some of these concerns.

iv. Fire Pits & Red Flag Warnings

1. After talking to Conservation Officer Amanda Weaver and Fire Marshal Kevin Sehlmeier both confirmed that a fire pit constructed in a 360-degree circle can be used for recreational purposes and cooking during a Red Flag warning despite how dry the conditions are and warnings issued by the DNR. Only the Governor can declare a complete burning ban in the State.

- a. Officer Weaver stated that it is considered a misdemeanor in the State of Michigan if a fire gets away from the fire pit and causes damage.
- b. I asked CO Weaver if a city could enact an ordinance banning all open pit burning during a Red Flag declaration, her answer was to check with our attorney and our local Chief of Police, but felt that this is possible. The DNR would have no jurisdiction to enforce any local ordinances, that would have to be performed by the local law enforcement agency. When there is no local ordinance in place, the DNR assumes that responsibility under the guidelines of the State Laws.

f. Grants / Donations / Requests and Resolutions

- i. Received a \$300.00 check from a resident at Michigan Shores after the coffee hour.
- ii. On Tuesday, June 12, 2023, at a Special Council Meeting the following Grant opportunities were presented and approved to proceed with their applications.
 1. MI Fire Equipment Grant Reimbursement
 2. DNR 50/50 Volunteer Fire Capacity Grant
 3. National Volunteer Fire Council (NVFC) / MSA Safety, and DuPont Personal Equipment Globe gear Giveaway Application.
 4. Firehouse Subs Grant

g. Meetings Attended

1. Medical Control Teams meeting on May 9, 2023
2. The Local Planning Team (LPT) / Local Emergency Planning Committee (LEPC) at the Government Center on Monday, May 15, 2023.
3. Assistant Chief Ketz and I attended the Fire Academy graduation ceremony in Traverse City on Monday, May 22nd for Rachel Bender and Angelika Diehl. Both were presented with their badges to pin on their uniform shirts.

h. Cost Recovery – Billed \$1,085.00 / Denied because the person only had PL/PD.

II. Community Relations / Special Events

i. The City of Frankfort / Frankfort Area Schools

1. On May 5, 2023, attended a Fire Drill at the High School.
2. Coffee with the residents of Michigan Shores on Monday, May 8, 2023
3. Mock interview day at the High School on May 16, 2023
4. Elementary Fire Drill on Wednesday, May 17, 2023.
5. Drone Media Event on Wednesday, May 24, 2023
6. High School Field Day – Needed a truck with water on Wednesday, May 24th
7. Attended Senior Class night on Thursday, June 1, 2023 – Awarded Rory O’Grady a plaque of appreciation for his Public Relations contribution to the Fire Department. (attached is a copy of that speech).
8. 4th of July Pre-Plan meeting at the US Coast Guard Station on June 2nd
9. Conducted a parade through town for the Girl’s Track Team who were headed to State on Friday, June 2nd, and their return from State on Saturday, June 3rd.
10. Developed and presented a Summer Safety program to the Elementary Students with Deputy Suzanne Maul on Wednesday, June 7, 2023.
11. Filled the Dunk Tank over at the Elementary School for their fun day on Thursday, June 8, 2023.

ii. Townships & Villages – Meetings Attended

1. Lake Township on May 4, 2023
2. Crystal Lake Township on Tuesday, May 16, 2023.
3. Village of Elberta on Thursday, May 18, 2023.