

**Record of Proceedings  
Minutes of the Carlisle Township Board of Trustees  
Emergency Meeting  
December 5, 2017**

The Carlisle Township Board of Trustees met on December 5, 2017 at 9:30 AM for an Emergency Meeting for discussing the resignation of Fire Chief Kevin Dembiec and the future of the fire department. In attendance: Trustee James Wright, Trustee Berry Taylor, Trustee Jared Smith, Fiscal Officer Kimberly Fallon, and Administrative Assistant / Zoning Inspector William Oliver. Also in attendance was Captain Stephen Higgins and Volunteer Captain Kurt Blair.

Trustee Wright stated the resignation of Kevin Dembiec was inappropriately done as no notice was given. The Trustees discussed whether there would be an in-house promotion to Fire Chief or if the Fire Chiefs Association would be used for a broader group of candidates. Trustee Wright stated that the current employees would be eligible to participate in the application process through the Fire Chief's Association.

There was also discussion on whether a full time fire chief was really needed or could the fire chief be on shifts as it used to be done.

Captain Stephen Higgins and Volunteer Captain Kurt Blair both stated that the fire department will continue seamlessly; shifts will be covered and there will be continued coverage of incoming fire calls.

Trustee Wright motioned to enter into executive session at 10:18AM to discuss hiring, firing, promotion of a public employee of the fire department, seconded by Trustee Smith; roll call, all ayes, motion carried.

Regular session was re-entered at 10:40AM with all Trustees in attendance.

Trustee Taylor motioned to promote Captain Stephen Higgins to interim Fire Chief position and Volunteer Captain Kurt Blair to acting assistant fire chief, seconded by Trustee Wright; roll call, all ayes, motion carried.

Trustee Wright motioned to re-instate Volunteer Dave Liller as Volunteer Lieutenant with the following criteria: more participation in emergency responses, attendance of trainings and officers meeting and to be re-evaluated in 60 days, but must continue with the criteria consistently while a Volunteer Lieutenant, seconded by Trustee Smith; roll call, all ayes, motion carried.

**Adjournment**

There being no further business to come before the Board, motion to adjourn was made by Trustee Wright, seconded by Trustee Smith, roll call: all ayes, meeting adjourned at 10:52AM.

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Trustee James Wright

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Trustee Jared Smith

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Trustee Berry Taylor

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Attested: Kimberly Fallon, Fiscal Officer

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Date