



Northville Plymouth Fire Advisory Board Meeting Minutes

Monday, July 21, 2025 - 4:00 p.m.

Plymouth City Hall, 201 S. Main Street, Plymouth

CALL TO ORDER: Chair Linda Filipczak called the meeting to order at 4:00 p.m.

ROLL CALL: Members Present – Chair Linda Filipczak, Chief Jim Rachwal, Paul Sincok, George Lahanas. Also present – NCFD Chief Matt Samhat, Plymouth Director of Public Safety Al Cox.

APPROVAL OF THE MEETING MINUTES: It was moved by Sincok and seconded by Rachwal to approve the Meeting Minutes of April 21, 2025, as presented. MOTION PASSED.

REPORTS FROM THE FIRE CHIEF:

- Fire Inspections – The Chief indicated that there is a new Fire Inspector at Station 2 in Plymouth. He also stated that there are two people going through the inspector school at this time.
 - In the second quarter –
 - 54 New Inspections
 - 63 Re-inspections
 - 0 Company Inspections
 - 5 Plan Reviews
 - 20 other types of inspections
- Training Report –
 - Increase in the number of hours of Thursday Training, in part due to newer members of the Department attending Thursday training.
 - There were 236 hours of probationary training in the second quarter compared to 100 in the first quarter.
- Staffing Report –
 - Total Staffing is showing 48 members at this point – 24 members at each station.
 - The average total staff over the past four years is 48 persons. Staffing remains stable.

- Responders – of the 48 members, 21 have a response percentage above 20%.
- Responders – At least 16 members have a less than 10% response percentage.
- Station Run Volume – We are seeing a continuing escalation of runs since starting the joint operations between the two cities. In addition, we are seeing a continued increase in call volume at the Plymouth Station.
 - Through the second quarter the Plymouth Station has 61% of the Department's call volume.
- Response Times – The overall emergency response times are as follows:
 - Northville Station – 5:15
 - Plymouth Station – 6:06
 - These are averages and there are some emergent runs that have extended response times, while there are also some runs that have extremely short response times due to the location of the call.
- Mutual Aid –
 - The Chief reports that the Department received 2 mutual aid calls in the second quarter.
 - The Department provided Mutual Aid to Northville Township a total of 15 times in the second quarter.
 - The Department provided Mutual Aid to Plymouth Township a total of five times in the second quarter.
 - Chief Rachwal thanked the Department for providing Mutual Aid to Salem Township on a major fire that used resources from four counties.

ASSISTANT FIRE CHIEF POSITION – The Chief indicated that he has 12 applications and has talked to a couple of the applicants. He also indicated that Plymouth City Manager would sit in on the preliminary interviews, which he plans to do in the next week or two.

NEXT MEETING DATE: October 20, 2025, at 4:00 p.m. at Northville City Hall

ADJOURNMENT: There being no further business to come before the board, it was moved by Rachwal and seconded by Sincock to adjourn the meeting. MOTION PASSED.