

- Call to Order Chair Bob Jesse called the meeting to order at 7:00 p.m. with all in attendance reciting the pledge of allegiance.
- Roll Call Roll call revealed Chair Bob Jesse, Vice-Chair Don Potts, Secretary/Treasurer Gail Watkins, Member Sheryl Landgraf, Member Tony Stoker, and Member Roy Thelen. A quorum was reported. Also in attendance were Fire Chief Bob Farnum, City of DeWitt Clerk/Treasurer Lisa Grysen, Recording Secretary Sandra June, and five others.
- Election of Officers A motion was made by Gail Watkins, seconded by Bob Jesse to elect Tony Stoker as Chair. MOTION CARRIED.
- A motion was made by Tony Stoker, seconded by Gail Watkins to elect Don Potts as Vice-Chair. MOTION CARRIED.
- A motion was made by Tony Stoker, seconded by Sheryl Landgraf to elect Gail Watkins Secretary/Treasurer. MOTION CARRIED.
- Approval of Agenda With the addition of 14. New Business c. Riley Township Substation Building Liaison, and d. Department Jackets, a motion was made by Secretary/Treasurer Gail Watkins, seconded by Member Sheryl Landgraf to approve the January 15, 2015, agenda as amended. MOTION CARRIED.
- Approval of Minutes A motion was made by Vice-Chair Don Potts, seconded by Member Bob Jesse to approve the minutes of the December 18, 2014, DAESA Board meeting as presented. MOTION CARRIED.
- Treasurer's Report General Fund \$376,361.23
 Special Donations \$ 2,898.00
- A motion was made by Member Roy Thelen, seconded by Secretary/Treasurer Gail Watkins to accept and place on file the Treasurer's Report. MOTION CARRIED.
- Approval of Payment A motion was made by Member Bob Jesse, seconded by Secretary/Treasurer Gail Watkins to approve the payment of invoices in the amount of \$38,288.46 Check #'s 7498-7515 (bills), Direct Deposited Payroll (DD1642-DD1661). MOTION CARRIED. For additional information, see enclosed check register.

- Fire Chief's Report Fire Chief Bob Farnum presented the following:
a.) The list of the December Trainings was included in the packet.
b.) Engine 41 is repaired and back in service. The new heavy rescue truck is in Midland. Vice-Chair Don Potts noted some quality issues that are being repaired.
- Public Comments Secretary/Treasurer Gail Watkins stated the Department is expecting a \$2,027 dividend check from Michigan Municipal League.
- Information Items a.) A copy of the December volunteer hours were included in the packet. Thank you for donating your time.
b.) The 2014 Fire/EMS report was included in the packet showing 362 runs, including 18 automatic/mutual aid runs.
c.) The 2014 illegal burn report was included in the packet.
d.) The 2015-2016 DAESA budget was reviewed. **Final numbers will be available at the February 19, 2015, board meeting for approval.**
- Committee Reports Building and Maintenance: Chair Don Potts and Committee Member Bob Jesse
a.) Nothing to report.
Finance Committee: Chair Gail Watkins, Committee Member Roy Thelen, and Committee Member Tony Stoker
a.) The budget will be adopted at the February 19, 2015, DAESA board meeting.
Personnel: Chair Tony Stoker, Committee Member Gail Watkins, and Committee Member Bob Jesse
a.) New Fire Chief evaluation form was emailed. Please complete and return by next month so that an average numerical ranking on performance can be obtained. Please also note suggestions for improvements.
- Old Business None.
- New Business a.) A motion was made by Member Bob Jesse, seconded by Vice-Chair Don Potts to approve the Cost Recovery Ordinance Fee Schedule as presented. MOTION CARRIED.
b.) A motion was made by Member Bob Jesse, seconded by Vice-Chair Don Potts to approve the 2015-2016 Westphalia Contract as presented. MOTION CARRIED.

c.) A motion was made by Secretary/Treasurer Gail Watkins, seconded by Member Sheryl Landgraf to appoint Member Bob Jesse building liaison for the Riley Township Substation construction. MOTION CARRIED.

d.) A motion was made by Member Sheryl Landgraf, seconded by Secretary/Treasurer Gail Watkins to distribute the donation fund (\$2,898) for the purchase of Department jackets. An amended motion by Member Sheryl Landgraf, seconded by Vice-Chair Don Potts to distribute an additional \$415 towards the Department jackets. MOTION CARRIED. The jackets will be printed with Fire & Rescue on the back of the outer; the inner liner will have the Department patch, name, and American flag.

Board Member Comments Member Bob Jesse stated that he appreciated his time as Chair and thanked everyone for their support. Rotating the position every few years helps other Board members gain knowledge and a new perspective.

Member Roy Thelen stated a recent EMS patient was very impressed with the service and professionalism they received. Great job!

Adjournment A motion was made by Vice-Chair Don Potts, seconded by Member Sheryl Landgraf to adjourn the meeting at 7:51 p.m. MOTION CARRIED.

Respectfully recorded and submitted,

Sandra June, Recording Secretary
DeWitt Area Emergency Services Authority

Enclosed – Check Register

NOTE: These minutes are subject to approval at the February 19, 2015, board meeting.