

DeWitt Area Emergency Services Authority
Minutes of Regular Meeting Held February 23, 2023
Fire Station #1 911 W. Main St. DeWitt, MI 48820

- Call To Order The meeting was called to order at 7:30 pm by Chair Garvey with all in attendance reciting the pledge of allegiance.
- Roll Call Roll call revealed Chair Kevin Garvey, Secretary/Treasurer Brad Boron, Member Don Potts, and Member Dave Hunsaker. A quorum was reported. There were seven others present. Vice Chair Sheryl Landgraf and Member Ryan Cressman were excused for personal reasons.
- Approval of Agenda A motion to accept the February 23, 2023 agenda was made by Member Hunsaker, seconded by Member Potts. MOTION CARRIED.
- Approval of minutes A motion was made by Secretary/Treasurer Boron seconded by Member Hunsaker to approve the January 19, 2023 board meeting minutes. MOTION CARRIED.
- Treasurer's Report General Fund \$250,421.24
 Special Donations \$4,825.42

 A motion was made by Member Potts, seconded by Member Hunsaker to accept and place on file the Treasurer's Report. MOTION CARRIED
- Approval of Payment A motion was made by Member Potts, seconded by Member Hunsaker to approve the payment of invoices in the amount of \$55,539.84 for Check #'s 9059-9076 & Electronic bills, Direct Deposited Payroll (DD3913-DD3936) & STUB154. MOTION CARRIED. For additional information, see enclosed check register.
- Fire Chief's Report
- New Truck Update-Chief Spagnuolo reported that the new truck was positioned in its the rightful place, and the extrication equipment has arrived. Waiting for inspection to use for medical, which is expected next week.
 - A group out of Williamston contacted the department about old and expired medical and turnout gear donations for Ukraine. The department donated out of date coats, pants and boots, and some expired medical bandages.
 - Supply of previously purchased fire department jackets has been used up. Chief confirmed with board members that he can purchase new jackets with the clothing budget.
 - Volunteer hours are attached
 - Chief attended the Clinton County Fire Chief's Meeting

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- Station 2 floor drain is tiled under the building into a sandy base, and does not drain great. Member Potts stated thinks the drain should re-done correctly. **Chief will look into it and get prices.**
- City Hall is upgrading their copier, and their current copier would be available for purchase for \$1,000.00. An estimate for a new copier was \$3,900.00. Board members encouraged purchase of a copier that would meet the long-term needs of the department.
- Chief would like to sell or donate of some of the remaining outdated hose. Discussion revealed the hose does not have much value and could be donated or sold.
- The Association paid \$2,000.00 towards the purchase of the Lucas Device
- Michigan Graphics finished the lettering on the vehicles and fixed the sign at station 2, and did not charge the department.
- Chief talked to the Department members about the Appreciation Dinner, and they would like the Dinner to be held on April 22, 2023, location to be determined.
- Copies of the Annual Report were given to Board members.

Public Comments None

Discussion Items

- a) Recorder for Recording Secretary. Recording Secretary would like a recorder to record Board meetings. Board members agreed it would be ok to purchase and use a recorder for Board meetings. No motion will be needed as the price should be under \$100.00.

Committee Updates Budget: Don Potts, Brad Boron, and Sheryl Landgraf.

The Budget Committee met, Chair Garvey sat in for Vice Chair Landgraf. Chief Spagnuolo reported proposed wage increases are minimum 4% for all staff. Daytime staff rate was changed from \$12.00 per hour plus run pay to \$17.50 per hour. Compared to other departments Chief reported officer pay is similar, paid on call rate is lower than other departments. Chief confirmed that the daytime staff rate of \$17.50 an hour was supported by the department members. Board members inquired on the updates to the full time Chief position, the daytime shift coverage situation. Chief reported that he created the budget based on the input he received from the municipalities. **Full time Chief position is to be reviewed for next years budget, along with the possibility of a fulltime day shift member.**

Truck Equipment and Personnel: Don Potts, Dave Hunsaker, and Ryan Cressman. **Committee will meet and present a proposed Chief evaluation schedule plan at March 2023 Board meeting.**

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Old Business

- a) a) Appreciation Dinner. **Chief will check with department members at the next training and report time and location decisions at March 2023 Board meeting.**

New Business

- a) Budget. Member Hunsaker made a motion to accept the Budget as presented by the budget committee. Seconded by Member Potts. MOTION CARRIED.
- b) Administrative Policy. One change was made to the policy. Paid on-call requirement 2.1.1 line B to require paid on call firefighter to live or work within 5 miles of a DAESA fire station. Motion to approve change was made by Member Hunsaker, seconded by Secretary/Treasurer Boron. MOTION CARRIED.
- c) Consumer's Energy Plan for energy efficiency was presented for review.

Board Member Comments:

- Member Potts spoke of how wonderful the Authority is and how well they all work together, and thanked everyone.
- Chair Garvey thanked everyone as well and is honored to have his new position.

Adjournment A motion was made by Member Potts, seconded by Member Hunsaker to adjourn the meeting at 8:29pm. MOTION CARRIED.

Respectfully recorded and submitted by,



Lisa Braska, Recording Secretary

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Enclosed – Check Register

Note: These minutes are subject to approval at the March 16,2023 meeting.