

- Call to Order The meeting was called to order at 7:00 p.m. by Chair Garvey with all in attendance reciting the pledge of allegiance.
- Roll Call Roll call revealed Chair Kevin Garvey, Vice Chair Sheryl Landgraf, Secretary/Treasurer Brad Boron, Member Don Potts, Member Dave Hunsaker, and member Charlie Young. A quorum was reported. There were sixteen others present.
- Approval of Agenda Chief Spagnuolo requested an amended agenda to add a promotion ceremony between the financials and the Fire Chief's report. Vice Chair Sheryl Landgraf made a motion to approve the amended agenda to add the ceremony as Agenda item 8. Member Hunsaker seconded the motion. MOTION CARRIED.
- Approval of Minutes A motion was made by Vice Chair Landgraf, seconded by Secretary/ Treasurer Boron to approve the August 17, 2023 board meeting minutes as presented. MOTION CARRIED.
- Treasurer's Report General Fund \$353,731.23
Special Donations \$ 641.42
- A motion was made by Member Potts, seconded by Secretary/Treasurer Boron to accept and place on file the Treasurer's Report as presented. MOTION CARRIED.
- Approval of Payment A motion was made by Secretary/Treasurer Potts, seconded by Secretary/Treasurer Boron to approve the payment of the invoices in the mount of \$61,017.48 Check #'s 9150-9166 & Electronic (bills), Direct Deposited Payroll (DD4089-DD4112). For additional information, see enclosed check register.
- Promotion Ceremony Chief Spagnuolo reported the new pinning ceremony will be for promotions in rank amongst department personnel.
- Lieutenant Hansbarger is being promoted to Captain Hansbarger effective October 1, 2023. His daughters were present and pinned his new brass collar and badge.
- Fire Chief's Report Fire Chief Joe Spagnuolo reported the following:
a.) Chief Spagnuolo attended two conferences, Beyond the Scene, and Emerging Issues in Emergency Services.
b.) The new copier has been delivered, and is installed.
c.) Tire Schedule/Maintenance- firefighter Ingleright created a spreadsheet for tire apparatus. There a several tires over the 10 year life.

- d.) Command Car Update – Lt Hanbarger inspected vehicle, and pressure tested it. The mechanic whom fixed it will inspect it again.
- e.) 2024/25 Budget preparation. Budget will be in October’s discussion. Vice Chair Landgraf inquired about adding funds for recruitment of department members. Secretary/Treasurer Boron suggested the possibility of adding a recruitment bonus for current members to bring in new members. **President Garvey requested recruitment discussion be added to next month’s agenda to continue discussion.**
- f.) Payroll/Administrative Policy – the policy will need to be amended as it currently only is offered to the Chief. It will need to be amended to include the part time staff. Firefighter Chad Vorce tendered his resignation. Chief will also update the Policy regarding resignation of members, to involve the board with resignations.
- g.) Grant Update—The timeline has not been extended. There is a check with the payables to be signed, and it will be picked up tomorrow, so proof of payment can be submitted.
- h.) Volunteer Hours (attached)
- i.) Department is currently 48 calls ahead of last year as of this date.
- j.) Uniforms- Progress is being made to get dress uniforms for to all members. There will be a training burn this Sunday which will bring in some donations to the special donations fund. This fund is used to purchase uniforms.

Public Comments	None.
Discussion Items	None
Committee Updates	a.) <u>Budget</u> : Don Potts, Brad Boron, and Sheryl Landgraf. <u>None</u> b.) <u>Truck/Equipment & Personnel</u> : Don Potts, Dave Hunsaker, and Charlie Young: None
Old Business	None
New Business	a.) Removal of approval of payments from Board meeting agenda: Discussion for removing Approval of Payments from Board meeting agenda resulted in decision to add this topic as an agenda item for the January 2024 meeting for continued discussion. b.) Smith Oil Promotion—Riley Township has already completed paperwork for the Smith Oil Promotion.

DeWitt Area Emergency Services Authority
Minutes of Regular Meeting Held September 21, 2023
Fire Station #1 911 W Main St, DeWitt

Board Member Comments Secretary Treasurer Boron asked if there were any update on the financials.

Member Hunsaker gave an update that City Hall is posting a new position and re-organizing the way City Hall handles finances with this new position. In regards to Fire Authority funds, there was an audit, none of the discovery had anything to do with the Fire Authority funds. The investigation has been turned over to the Michigan State Police. Member Hunsaker will update as soon as he is able too.

Member Potts stated the important thing to remember is that the Authority is under contract of the City, not a person.

Vice Chair Landgraf mentioned the pinning ceremony was very well done. It gave a renewed sense of purpose. She would like to see more celebrations like that one.

Chair Garvey acknowledged the men and women for their importance, and thanked them for their service and volunteer time.

Secretary Boron extended appreciation from an Olive township resident who received care from members of the department.

Vice Chair Landgraf inquired about putting something in writing for the recruitment bonus, and who may be responsible for doing that. Chief Spagnuolo will research other agencies, and try to get some language around for the funds.

Adjournment A motion was made by Member Hunsaker, seconded by Secretary/Treasurer Boron to adjourn the meeting at 8:27p.m.
MOTION CARRIED.

Respectfully recorded and submitted by,



Lisa Braska, Recording Secretary
DeWitt Area Emergency Services Authority

Enclosed – Check Register

NOTE: These minutes are subject to approval at the October 19, 2023 meeting.