

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

- Call to Order The meeting was called to order at 7:00 p.m. by Chair Kevin 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 Dave Hunsaker, Member Charlie Young, and Member Terry Powell. A quorum was reported. There were 10 others present.
- Approval of Agenda Chair Kevin Garvey requested an amended December 21, 2023 Agenda to add the approval of the December 19, 2023 budget meeting minutes. This will be added for approval between Approval of November 16, 2023 Minutes, and the Treasurer's report. Member Powell made a motion to approve the amended agenda, seconded by Member Hunsaker. MOTION CARRIED.
- Approval of Minutes A motion was made by Vice Chair Landgraf, seconded by Member Powell to approve the November 16, 2023 board meeting minutes as presented. MOTION CARRIED.
- Approval of Minutes A motion was made by Member Young, seconded by Member Hunsaker to approve the December 19, 2023 Budget meeting Minutes as presented. MOTION CARRIED.
- Treasurer's Report
- | | |
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| General Fund | \$229,767.10 |
| Special Donations | \$ 641.42 |
- A motion was made by Member Young, seconded by Secretary/Treasurer Boron to accept and place on file the Treasurer's Report. MOTION CARRIED.
- Approval of Payment A motion was made by Vice Chair Landgraf, seconded by Member Young to approve the payment of the invoices in the amount of \$34,927.27. Check #'s 9199-9214 & Electronic (bills), Direct Deposited Payroll (DD4157-DD4177). For additional information, see enclosed check register. MOTION CARRIED.
- Fire Chief's Report Fire Chief Joe Spagnuolo reported the following:
a.) New Hire: Tyler Grogitsky. Chief requested Approval to buy a new set of gear for Tyler Grogitsky. Member Hunsaker made a motion to approve up to (not to exceed) \$4000.00 to purchase the needed equipment for the New Hire. Motion was seconded by Vice Chair Landgraf. MOTION CARRIED.
b.) Website Update: A Quote was attached for updating the current Fire Department website. The quote is for \$1250.00 to design, set up, and provide training for the website. Member

Hunsaker made motion approve payment of \$1250.00 to Shumaker Technology Group to set up and design a new website, seconded by Secretary Treasurer Boron. MOTION CARRIED.

c.) Christmas Market: Lt Irrer and firefighters Zischke, June and Irrer helped set up for the event. Christmas Eve Firefighters Zischke and Irrer will be volunteering to drive Santa for deliveries in the City of DeWitt. Chief asked for and received approval to pay the volunteers for Christmas Eve.

d.) Attended the Clinton County Fire Chiefs meeting

e.) Officers Meeting is attached

f.) Volunteer Hours are attached

Public Comments

None.

Discussion Items

a.) Election of Officers will be held at the January 18, 2024 meeting.

Committee Updates

a.) Budget: Kevin Garvey, Brad Boron, and Sheryl Landgraf. Committee Chair Landgraf reported that at the budget meeting on December 18, 2023, Chief was asked to present 2 budgets at the January 2024 meeting. One budget will be the budget presented with a 3.2 percent increase, and a full time Chief position. The other budget should be with Chief at status quo, and a 4.5 percent increase. She requested, and Chief agreed to email the updated budgets to the board members without comment to the board members prior to the January 2024 board meeting.

Member Garvey suggested that additional funds could go to other items, such as possibly paying volunteers for their time. He also asked if the firefighter time on calls could be paid by the half hour, or always rounded up to the next hour verses rounding down times when less than 30 minutes of additional hours over one is spent on a call. He stated he would like an additional budget committee meeting before the next regular board meeting. He said it takes time to make decisions, and he feels that there have not been adequate discussions to fill the full-time chief position at this time.

Secretary/Treasurer Boron stated that it is very important to come up with the best possible solution that makes sense. One thing that he wanted to stress, is that the most important thing is to make sure the men and women on the department are taken care of. He stated he would be pleased to see a budget with the firefighters making more than \$18.00 an hour. Chief Spagnuolo stated that both Bath Township which has about 50% more calls and DeWitt Township which has about 70% more calls pay almost \$21.00 an hour. Member Hunsaker, Secretary/Treasurer Boron, Chair

Garvey, and Member young all agreed they would also like to see us in line with our colleagues in the area. Member Powell added that he would like to see incident command pay added. Secretary/Treasurer Boron asked how a full-time chief would prevent missed calls and Member Hunsaker answered that it is the first step in the direction to addressing staffing to ensure no calls are missed.

Additional discussion amongst board members resulted in the decision that the recording secretary will email announcements of committee meetings to all board members prior to the meeting. It was also decided the next budget subcommittee meeting will be January 10, 2024 at 6:00pm.

b.) Truck/Equipment & Personnel: Terry Powell, Dave Hunsaker, and Charlie Young: None

Old Business

None

New Business

a.) MML Renewal. Chief presented the new rates for the MML renewal with the increased coverages previously discussed. The increase total was \$3328.00. Secretary/Treasurer Boron made a motion to approve the renewal as presented, seconded by Member Hunsaker. MOTION CARRIED.

Board Member Comments

Chair Garvey thanked men and women for their service to the community.

Member Hunsaker expressed gratitude for the members volunteering for the Christmas Eve delivery program for the City of DeWitt.

Member Powell asked how the process was coming along to fill the vacant Lieutenant Position. Chief stated the final interviews will be on January 4th, and the pinning ceremony at the January meeting.

Chair Garvey asked the status of the uniforms. Chief is still working to finalize uniform decisions.

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Adjournment A motion was made by Member Young, seconded by
Secretary/Treasurer Boron to adjourn the meeting at 853 p.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 January 18, 2024 meeting.