

Call to Order                      The meeting was called to order at 7 p.m. by Chair Landgraf with all in attendance reciting the pledge of allegiance.

Roll Call                              Roll call revealed Chair Sheryl Landgraf, Vice-Chair Chris Greenfield, Secretary/Treasurer Don Potts, Member Brad Boron, Member Kevin Garvey, and Member Dave Hunsaker. A quorum was reported. There were nine others present.

Approval of Agenda              A motion was made by Member Hunsaker, seconded by Secretary/Treasurer Potts to approve the September 16, 2021 agenda. MOTION CARRIED.

Approval of Minutes              A motion was made by Member Hunsaker, seconded by Member Garvey to approve the August 19, 2021, board meeting minutes as presented. MOTION CARRIED.

Treasurer's Report              General Fund              \$115,182.49  
Special Donations        \$ 4,210.42

A motion was made by Member Hunsaker, seconded by Secretary/Treasurer Potts to accept and place on file the Treasurer's Report. MOTION CARRIED.

Approval of Payment              A motion was made by Secretary/Treasurer Potts, seconded by Member Boron to approve the payment of the invoices in the amount of \$9,847.12, Check #'s 8789-8800 & Electronic (bills), Direct Deposited Payroll (DD3501-DD3525) & STUB137. MOTION CARRIED. For additional information, see enclosed check register.

Fire Chief's Report              Lieutenant Kyle Hansbarger reported the following:  
a.) Station 2 (Olive Township) was out of water. Vice-Chair Greenfield advised this issue has been resolved.  
b.) At the end of August, the Department run total was 62 calls higher than last year at that time.  
c.) A property owner in Riley Township has a couple of small barns he wants burned. No date has been set yet, but will be scheduled for a regular training night. There is also a training burn in Olive Township that will hopefully be done on a Saturday in October.  
d.) John Finley, owner of American Towing, is donating a portable speed bump strip to be used on incidents where traffic needs to be slowed. Once it's delivered there will have training and an update to policies and procedures.

- e.) Recording secretary will begin using a new fire incident reporting software along with the current medical software to submit incident reports.
- f.) Volunteer hour log was included in the packet.

Public Comments                      None.

Discussion Items                      None.

Committee Updates                      a.) Budget: Don Potts, Brad Boron, and Sheryl Landgraf.  
Nothing new to report. Next meeting will be held sometime in November or December to discuss next year's budget.  
b.) Truck/Equipment & Personnel: Don Potts, Dave Hunsaker, and Chris Greenfield. Next meeting will be held soon.  
i.              Fire Chief evaluation is pending completion.

Old Business                              None.

New Business                              a.) The department will be looking into a laptop purchase for the recording secretary. **Recording secretary to get laptop quotes for the next meeting.**

Board Member Comments              a.) Chair Landgraf is going to take a copy of tonight's meeting minutes to Mercantile Bank to remove Roy Thelen from the account and add Secretary/Treasurer Potts as a second signer.  
  
b.) Chair Landgraf is getting the final counts for the Appreciation Golf Outing at Prairie Creek Golf Course on September 26, 2021 at 3 pm.  
  
c.) The Board greatly appreciates all of the volunteer hours put in by the department.

Adjournment                              A motion was made by Vice-Chair Greenfield, seconded by Member Garvey to adjourn the meeting at 7:19 p.m.    MOTION CARRIED.

Respectfully recorded and submitted by,

Hillary Naert, Recording Secretary  
DeWitt Area Emergency Services Authority

DeWitt Area Emergency Services Authority  
Minutes of Regular Meeting Held September 16, 2021  
Riley Township Hall – 7110 W Pratt Rd, DeWitt  
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Enclosed – Check Register

NOTE: These minutes are subject to approval at the October 21, 2021, board meeting.