

- 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, Member Brad Boron, Member Kevin Garvey, and Member Dave Hunsaker. A quorum was reported. There were four others present.
- Approval of Agenda A motion was made by Member Hunsaker, seconded by Member Garvey to approve the October 21, 2021 amended agenda with Audit Presentation added under Special Presenter. MOTION CARRIED.
- Approval of Minutes A motion was made by Member Hunsaker, seconded by Vice Chair Greenfield to approve the September 16, 2021, board meeting minutes as presented. MOTION CARRIED.
- Special Presenter Auditor Aaron Stevens, Maner Costerisan, presented highlights of the DAESA year ended June 30, 2021, unmodified opinion audit. A motion was made by Member Hunsaker, seconded by Member Garvey to accept and place on file the audit materials.
- Treasurer's Report

General Fund	\$164,319.38
Special Donations	\$ 4,210.42

A motion was made by Vice Chair Greenfield, seconded by Member Garvey to accept and place on file the Treasurer's Report. MOTION CARRIED.
- Approval of Payment A motion was made by Member Hunsaker, seconded by Member Boron to approve the payment of the invoices in the amount of \$14,770.95, Check #'s 8802-8819 & Electronic (bills), Direct Deposited Payroll (DD3526-DD3546) & STUB138. MOTION CARRIED. For additional information, see enclosed check register.
- Fire Chief's Report Fire Chief Joe Spagnuolo reported the following:
a.) At the end of September, the Department run total was 71 calls higher than last year at that time.
b.) Fire Chief is still waiting to hear on the training burns in Olive Township (Jason Rd) and Riley Township (Lehman Rd) that will hopefully be conducted in late October. The Lehman Rd property needed to have samples sent in, just waiting to hear back from the inspector.
c.) Hastings Air Energy was in to service the vehicle exhaust system in the apparatus bay of Station 1. Waiting on price for

adapter to hook up to other truck exhausts such as DeWitt DPW's bucket truck.

- d.) The Department participated in the DeWitt High School Homecoming Parade.
- e.) The Department sent a truck to Clinton Area Transit's 20th Anniversary Open House and we were the only fire department to attend.
- f.) At the Officers' Meeting training topics were discussed for future Officer Meetings. October's meeting topic will be report writing.
- g.) Fire Chief attended the Train-the-Trainer class for the new radio system which will hopefully go live sometime next year.
- h.) 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 late November/early 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

- a.) Laptop Purchase. Two options were presented for laptop purchases. A motion was made by Member Hunsaker, seconded by Member Garvey for Recording Secretary to spend up to \$800 on a laptop. **Recording Secretary to present the laptop choice at the next meeting.**

New Business

- a.) Electronic Packets. A motion was made by Member Garvey, seconded by Member Boron to have meeting packets emailed to Board Members in order to save envelopes and postage and have a paper copy for each Board Member at each meeting.

Board Member Comments

- a.) Chair Landgraf has removed Roy Thelen from the Mercantile Bank account and is in the process of adding Secretary/Treasurer Potts as a second signer as well as setting up online access to the accounts.
- b.) The Appreciation Golf Outing at Prairie Creek Golf Course on September 26, 2021 was fun for everyone who attended. It will have to be decided what time of year works best for everyone for next year.

c.) Officer appointments will be made in January. There will be multiple open spots.

d.) DeWitt Clerk/Treasurer Grysen advised DAESA's insurance policy values need to be renewed. A motion was made by Member Hunsaker, seconded by Member Boron to approve DeWitt Clerk/Treasurer Grysen to authorize the insurance policy based on replacement values.

Adjournment

A motion was made by Vice Chair Greenfield, seconded by Member Garvey to adjourn the meeting at 8:16 p.m. MOTION CARRIED.

Respectfully recorded and submitted by,

Hillary Naert, Recording Secretary
DeWitt Area Emergency Services Authority

Enclosed – Check Register

NOTE: These minutes are subject to approval at the November 18, 2021, board meeting.