DeWitt Area Emergency Services Authority Minutes of Regular Meeting Held July 20, 2022 Fire Station #1 – 911 W. Main Street, DeWitt Page 1

Call to Order

The meeting was called to order at 7:00p.m. by Chair Landgraf with all in attendance reciting the pledge of allegiance.

Roll Call

Roll call revealed Chair Sheryl Landgraf, Vice Chair Brad Boron, Secretary/Treasurer Don Potts, Member Kevin Garvey, Member Dave Hunsaker, and member Ryan Cressman. A quorum was reported. There were four others present.

Approval of Agenda

A motion was made by Member Hunsaker, seconded by Secretary/Treasurer Potts to approve the July 20, 2022 agenda with Fire Appointment of New Hires added to New Business Item A. MOTION CARRIED.

Approval of Minutes

A motion was made by Secretary/Treasurer Potts, seconded by Member Garvey to approve the June 16,2022 board meeting minutes as presented. MOTION CARRIED.

Treasurer's Report

General Fund \$160,332.00 Special Donations \$4,810.42

A motion was made by Member Hunsaker, seconded by Member Cressman 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 Vice-Chair Boron to approve the payment of the invoices in the amount of \$20,628.93 Check #'s 8940-8952 & Electronic (bills), Direct Deposited Payroll (DD3735-DD3758) & STUB147. MOTION CARRIED. For additional information, see enclosed check register.

Fire Chief's Report

Fire Chief Joe Spagnuolo reported the following:

- a.) The Department missed one call, a priority 4 sick person in the city. The ambulance crew handled the call, and there was no call for Mutual Aid. Chief advised that several personnel were attending an event the upcoming weekend and there may be additional missed calls. Chief will schedule a meeting with staff to address lack of coverage.
- b.) Chief attended the 911 Policy Board meeting, where tornado testing was discussed. Current testing tones are outdated. Upcoming Tornado testing may be done without tones to avoid confusion to residents on whether or not there is an emergency.
- c.) Faith Festival had an excellent staff volunteer turnout. Volunteers worked from 10am until after fireworks.

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- d.) Hose/Ladder testing was completed. 5 sections of hose failed. Additional hose budgeted for this year.
- e.) Engine 42 has been removed from service due to pump failure, and oil leak. Replacement Engine has already been ordered. Motion was made by Secretary/Treasurer Potts, seconded by Member Hunsaker to remove engine 42 from service. MOTION CARRIED.

Engine 41 is also out of service due to a brake issue. Estimate is \$3600 to fix with an additional \$400 for return.

f.) Volunteer Hours were included in the packet.

City of DeWitt Police vehicle donation has a blown head gasket. Sawyers estimated repair to be \$2600.00. Total to fix and put graphics on is \$3000.00.

Public Comments

None.

Discussion Items

a.) August 18,2022 Board meeting will be held at Olive Township Hall at 7:00pm. September 15, 2022 Board meeting will be held at Riley Township Hall

Committee Updates

a.) Budget: Don Potts, Brad Boron, and Sheryl Landgraf.

Nothing new to report.

b) Truck/Equipment & Personnel: Don Potts, Dave Hunsaker, and Ryan Cressman.

Board welcomed new Recording Secretary Lisa Braska

Old Business

None.

New Business

a.) Fire Chief Joe Spagnuolo recommended hiring 3 additional firefighters whom had been interviewed and have passed a physical agility test. A motion was made to approve the new hires by Secretary/Treasurer Potts, seconded by Member Hunsaker to approve. MOTION CARRIED.

Board Member Comments

- a) Member Cressman questioned whether Fire Chief Joe Spagnuolo is required to have approval to hire department members, of if that was included in the day to day operations of the department. Chief Spagnuolo will look into and advise.
- b) Member Cressman questioned the need for monthly board meetings vs the required bi-monthly (every 2 months) meeting. Member Hunsaker stated the meeting schedule was created in advance, and posted in January, and further discussion on this issue will be held before next years meeting schedule is posted.

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c) Member Cressman questioned whether Checks for the treasurer's report needed approval, or if they were already approved when the budget was approved. Member Hunsaker advised they do not have to be approved.

Adjournment

A motion was made by Secretary/Treasurer Potts, seconded by Vice-Chair Boron to adjourn the meeting at 7:34 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 August 18, 2022 meeting.