



DeWitt Area Emergency Services Authority  
Minutes of Regular Meeting Held August 18, 2022  
Olive Township Hall, 1400 W Pratt Rd DeWitt

Public Comments	None.
Discussion Items	<p>a.) September 15, 2022: This Board meeting will be held at Riley Township Hall at 7:00pm.</p> <p>Chair Landgraf advised that Vice Chair Boron will be in charge of the next meeting.</p> <p>Ox Roast will be August 19<sup>th</sup> -21<sup>st</sup>.</p>
Committee Updates	<p>a.) <u>Budget</u>: Don Potts, Brad Boron, and Sheryl Landgraf. Appreciation Dinner will be September 11, 2022. Golf will be at 2:00pm, and dinner at 5:00 or 6:00.</p> <p>b.) <u>Truck/Equipment &amp; Personnel</u>: Don Potts, Dave Hunsaker, and Ryan Cressman. Update to the new fire truck, it is expected in January. Secretary/Treasurer Potts requested that the committee stay after the meeting with Chief to discuss.</p>
Old Business	None.
New Business	None
Board Member Comments	<p>Member Hunsaker asked when the Administrative Policies were last reviewed. It was discussed that they were reviewed in 2020. Personnel committee to meet and get with Chief to schedule another review.</p> <p>Member Hunsaker made a motion, seconded by Member Garvey directing Chief to review and present an updated policy for hiring to the board in October 2022. MOTION CARRIED.</p> <p>Member Hunsaker advised that the internal controls provided segregation of duties for the association. Lisa Grysen prepares the bills, and the Board reviews and approves. This process could be modified if the meetings were changed to every other month. Monthly bills would still need to be paid, but could be reviewed/approved via email and check signers could stop by City Hall to sign the checks.</p> <p>Lisa Grysen advised that the auditors will be at the October 20, 2022 meeting with a presentation.</p> <p>Eric Voisinet, Olive Township Supervisor, advised that a resident in Olive township is challenging the Township's procedures for</p>

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billing for fire runs. Secretary/Treasurer advised that had happened once in Riley Township. Potts advised that some hardship runs are not charged, but are documented.

Fire Chief stated he will begin shredding fire department paperwork through Friedland. Lisa Grysen stated recycling may still be free at the county courthouse.

Vice Chair Boron noted that Active 911 had been updated. Chief Spagnuolo mentioned that firefighter Braska had mapped out fire hydrants, and they are visible through Active 911.

Vice Chair Boron question what happens if the department was to miss a run, would there be a backup department available, or could we be in trouble. Chief Spagnuolo advised that we are the backup to the Ambulance service and it is up to them if they would like another department dispatched.

Chief Spagnuolo mentioned that the department responded to 2 cardiac calls in 24 hours, and both patients survived.

Adjournment

A motion was made by Vice Chair Boron, seconded by Secretary/Treasurer Potts to adjourn the meeting at 7:44 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 September 15, 2022 meeting.