

DeWitt Area Emergency Services Authority  
Minutes of Regular Meeting Held October 19, 2023  
Riley Township Hall 7110 W Pratt Rd. 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 Don Potts, and Member Charlie Young. Member Dave Hunsaker was excused. A quorum was reported. There were ten others present
- Approval of Agenda            Chief Spagnuolo requested an amended October 19, 2023 Agenda to remove line 14a, the Updated Administrative Policies. Member Don Potts made a motion to approve the amended agenda, seconded by Secretary/Treasurer Brad Boron.        MOTION CARRIED.
- Approval of Minutes           A motion was made by Vice Chair Sheryl Landgraf, seconded by Chair Kevin Garvey to approve the September 21, 2023 board meeting minutes as presented. MOTION CARRIED.
- Special Presenter             Auditor Aaron Stevens, Maner Costerisan, presented highlights of the DAESA year ended June 30, 2023, unmodified opinion audit.
- Treasurer's Report            General Fund            \$293,286.31  
Special Donations       \$ 641.42
- A motion was made by Vice Chair Sheryl Landgraf, seconded by Member Charlie Young to accept and place on file the Treasurer's Report. MOTION CARRIED.
- Approval of Payment           A motion was made by Member Don Potts, seconded by Secretary/Treasurer Brad Boron to approve the payment of the invoices in the amount of \$ 27,446.58. Check #'s 9167-9182 & Electronic (bills), Direct Deposited Payroll (DD4113-DD4134). For additional information, see enclosed check register. MOTION CARRIED.
- Fire Chief's Report            Fire Chief Joe Spagnuolo reported the following:
- Chief reviewed the quarterly run numbers by address / time of day. Currently, there are 71 more runs this year than last year.
- a.) Training Burn Update. The training burn was completed. There was a resident smoke complaint, which is being handled by the township.
- b.) Training Lieutenant posting—The open Lieutenant position has been posted and the deadline to apply is November 1, 2023.

Interviews will be completed, and pinning ceremony for the new Lieutenant will be during the November or December 2023 board meeting.

- c.) Homecoming parade—Several department members attended the homecoming parade with 2 department trucks
- d.) 2024/2025 Budget preparation. Chief Spagnuolo requested input on what the board would like to see on the budget, and how much of an increase may be expected. A budget meeting will be held on October 25, 2023 at the Fire Station.
- e.) Payroll / Administrative Policy—on hold
- f.) Grant Update. The Grant deadline was extended.
- g.) Officers meeting is attached
- h.) Volunteer Hours are attached.

Circle K reported 2 problems with the trucks that need to be fixed. Engine 43 has diesel fuel in the oil, possible injector issue. The tanker is not going into pump mode.

Public Comments

Trish Martens inquired why there is no documentation for new hires explaining benefits offered by the department. The department is currently working towards getting the information on all the benefits available to department personnel.

Lisa Powell stated she would like to see more allocation breakdown amounts and timelines on the budget.

Trish Martens inquired if the department financials are available for public review.

Discussion Items

None.

Committee Updates

a.) Budget: Don Potts, Brad Boron, and Sheryl Landgraf. Budget meeting to be held 10-25-2023

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

Old Business

None

New Business

None.

Board Member Comments

Vice Chair Sheryl Landgraf inquired on how the department members are doing with the increased volume of runs. Chief

DeWitt Area Emergency Services Authority  
Minutes of Regular Meeting Held October 19, 2023  
Riley Township Hall 7110 W Pratt Rd. DeWitt

Spagnuolo stated all runs are being covered, and the response volume varies.

Vice Chair Sheryl Landgraf inquired on the status of priority 3 and 4 calls in the City, if they should be looked at again for omission or charge. Chief Spagnuolo responded that and the decision on Priority 3 and 4 calls would be up to the City of DeWitt.

Chair Kevin Garvey asked if there is a way to educate the public, about the availability of other services available for care verses calling 911.

Member Charlie Young suggested advertising Blue Bus services to take citizens to doctor appointments, verses citizens calling 911 for transportation.

Member Don Potts inquired if Mercy Ambulance still offered the Ambu-Cab services.

Adjournment

A motion was made by Member Charlie Young, seconded by Secretary/Treasurer Brad Boron to adjourn the meeting at 8:11p.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 November 16, 2023 meeting.