

Call to Order                      The meeting was called to order at 6:00 p.m. by Chair Sheryl Landgraf with all in attendance reciting the pledge of allegiance.

Roll Call                              Roll call revealed Chair Sheryl Landgraf, Vice-Chair Chris Greenfield, Secretary/Treasurer Roy Thelen, Member Brad Boron, Member Dave Hunsaker, and Member Don Potts. A quorum was reported.

Approval of Agenda              A motion was made by Member Don Potts, seconded by Secretary/Treasurer Roy Thelen to approve the April 16, 2020, agenda as presented. Roll Call:  
Potts                      Yes      Greenfield      Yes  
Thelen                      Yes      Hunsaker      Yes  
Boron                      Yes      Landgraf      Yes  
MOTION CARRIED.

Approval of Minutes              A motion was made by Member Dave Hunsaker, seconded by Secretary/Treasurer Roy Thelen to approve the February 20, 2020, board meeting minutes as presented.  
Potts                      Yes      Greenfield      Yes  
Thelen                      Yes      Hunsaker      Yes  
Boron                      Yes      Landgraf      Yes  
MOTION CARRIED.

Treasurer's Report              General Fund              \$229,057.68  
Special Donations              \$      110.42  
  
A motion was made by Member Don Potts, seconded by Vice-Chair Chris Greenfield to accept and place on file the Treasurer's Report.  
Potts                      Yes      Greenfield      Yes  
Thelen                      Yes      Hunsaker      Yes  
Boron                      Yes      Landgraf      Yes  
MOTION CARRIED.

Approval of Payment              A motion was made by Member Dave Hunsaker, seconded by Secretary/Treasurer Roy Thelen to approve the payment of the invoices in the amount of \$15,359.31, Check #'s 8532-8547 (bills), Direct Deposited Payroll (DD3081-DD3104). MOTION CARRIED. For additional information, see enclosed check register.

Fire Chief's Report              Fire Chief Joe Spagnuolo reported the following:  
a.) The Department is continuing to obtain PPE supplies such as

eyewear, coveralls, and N95 masks. The Department is able to decon the N95 mask three times in the microwave while maintaining the seal.

b.) Decon containers have been placed in the rescue vehicle for additional equipment and contaminated equipment to transport back to Station 1 for cleaning/disposal.

c.) Rescue 45 had air supply issues. Circle K addressed as an emergency maintenance issue and completed maintenance and provided fuse protection.

d.) Grass Rig 48-2 is in service at Station 3.

e.) Applied for a traffic safety grant through AAA Michigan for traffic vests, 5 foot stop and slow signs, lights, and traffic cones.

f.) Engine 41 had mechanical issues at the structure fire on February 28, 2020. The primer pump did not work and Circle K replaced the pump the next day.

g.) Completion of the mobile radio installation. Central Dispatch has been provided with an updated equipment list of location/type/alias. An additional bill for the shipping was paid in the April payables.

h.) The February 28, 2020, Officers meeting consisted of final inspection of the Woodlands Assisted Living and Memory Care.

**Member Dave Hunsaker to obtain demands of the Department for this facility from the City of DeWitt Manager.**

i.) The Department participated in a live fire burn of a garage.

j.) With April in person trainings cancelled, online training is being assigned. Fire fighters will print a certificate when completed.

k.) COVID-19 protocol is any Priority 3 or 4 with symptoms do not dispatch Department unless ambulance is 30 minutes or more away.

Public Comments

None.

Discussion Items

a.) Cost Recovery discussion of repayment of invoices. **Member Don Potts to follow up on Riley hazmat, and Member Dave Hunsaker to follow up on City of DeWitt hazmat invoices for the May 21, 2020, board meeting.**

b.) A motion was made by Member Don Potts, seconded by Member Dave Hunsaker to create a 3-member, one from each municipality, subcommittee to discuss fire chief hours. Subcommittee to consist of Potts, Boron, and Landgraf, and Chief when needed. Landgraf to arrange date/times.

Potts Yes Greenfield Yes

Thelen Yes Hunsaker Yes

Boron Yes Landgraf Yes

**MOTION CARRIED.**

Old Business a.) A motion was made by Vice-Chair Chris Greenfield, seconded by Member Don Potts to remove the Cost Recovery Schedule from table.

Potts	Yes	Greenfield	Yes
Thelen	Yes	Hunsaker	Yes
Boron	Yes	Landgraf	Yes

MOTION CARRIED.

A motion was made by Member Don Potts, seconded by Member Dave Hunsaker to amend the Cost Recovery Schedule to read: Pumper, Pumper/Tanker, Rescue \$650, Light/Air \$500, Grass Rig \$215.

Potts	Yes	Greenfield	Yes
Thelen	Yes	Hunsaker	Yes
Boron	Yes	Landgraf	Yes

MOTION CARRIED.

New Business a.) A motion was made by Vice-Chair Chris Greenfield, seconded by Member Don Potts to have Chair Sheryl Landgraf email the attorney, in consultation with Chief Spagnuolo, to recommend the definition of a run, with a 30-day extension from the City of DeWitt on their Resolution to May 21, 2020.

Potts	Yes	Greenfield	Yes
Thelen	Yes	Hunsaker	Yes
Boron	Yes	Landgraf	Yes

MOTION CARRIED.

Board Member Comments Stay safe Department members.

Adjournment A motion was made by Member Don Potts, seconded by Secretary/Treasurer Roy Thelen to adjourn the meeting at 7:15 p.m.

Potts	Yes	Greenfield	Yes
Thelen	Yes	Hunsaker	Yes
Boron	Yes	Landgraf	Yes

MOTION CARRIED.

Respectfully recorded and submitted by,

Sandra June, Recording Secretary  
DeWitt Area Emergency Services Authority

Enclosed – Check Register

NOTE: These minutes are subject to approval at the May 21, 2020, board meeting.