

- 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, Secretary/Treasurer Don Potts, Member Brad Boron, Member Kevin Garvey, and Member Dave Hunsaker. A quorum was reported. There were five others present.
- Approval of Agenda With the addition of 10. Discussion Items a.) Administrative Policies, a motion was made by Member Hunsaker, seconded by Secretary/Treasurer Potts, to approve the May 20, 2021, agenda as amended. MOTION CARRIED.
- Special Presenter Bath Township Fire Department Lieutenant Tyler Douglas presented Bath Township’s mini pumper for all in attendance to view in the parking lot.
- Public Hearing Chair Landgraf called for close of the regular meeting. A motion was made by Secretary/Treasurer Potts, seconded by Member Hunsaker to open public hearing for the 2021-2022 DAESA budget. No public comment. A motion was made by Vice-Chair Greenfield, seconded by Member Hunsaker to close the public hearing. Vote was unanimous.
- Approval of Minutes A motion was made by Member Hunsaker, seconded by Vice-Chair Greenfield to approve the April 15, 2021, board meeting minutes as presented. MOTION CARRIED.
- Treasurer’s Report
- | | |
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| General Fund | \$394,431.82 |
| Special Donations | \$ 4,210.42 |
- A motion was made by Member Hunsaker, seconded by Secretary/Treasurer Potts to accept and place on file the Treasurer’s Report. MOTION CARRIED.
- Approval of Payment A motion was made by Member Garvey, seconded by Member Hunsaker to approve the payment of the invoices in the amount of \$14,885.62, Check #'s 8722-8737 (bills), Direct Deposited Payroll (DD3402-DD3421). MOTION CARRIED. For additional information, see enclosed check register.

Fire Chief's Report

Fire Chief Joe Spagnuolo reported the following:

- a.) Officers' meeting was held April 27, 2021, with review and discussion of mini pumper specs, status of EMS CE's, upcoming special events, and date was set for upcoming training burn in Olive Township.
- b.) The property owner on Chadwick Road cancelled the training burn as she was able to sell the barn wood to a contractor. There is, however, another resident in Olive Township requesting a training burn on their property.
- c.) Fire Chief has attended two meetings regarding participating in a National Night Out event with DeWitt Township and the annual road race 5/10k and ½ marathon.
- d.) A motion was made by member Hunsaker, seconded by Secretary/Treasurer Potts to authorize Chair Landgraf to sign a 3-year contract with West Shore. MOTION CARRIED.
- e.) The Michigan Fire Fighters Training Council (MFFTC) has proposed several changes to their rules. Chief has been reviewing the proposed changes and several departments around the state have opposed many of the changes. MFFTC has yet to vote on the proposed changes.
- f.) At the end of April, the Department run total was 33 calls higher than that time period last year.
- g.) Snow plow bid from Bannasch Welding for a Western plow blade was included in the packet.
- h.) Department members volunteer hours were included in the packet.
- i.) The Department is looking into trading our AED equipment for another brand to be compatible with ambulance equipment and hopefully reduce the cost of replacement pads to the Department.

Truck #45 cracked windshield will be replaced without submitting bill to insurance since a \$500 deductible applies.

A motion was made by Member Hunsaker, seconded by Secretary/Treasurer Potts to authorize Fire Chief Spagnuolo to pursue HGAC pricing for a mini pumper with discussed changes not to exceed \$280,000. If the process doesn't work as anticipated, Chief to bring back to June Board meeting. MOTION CARRIED.

Public Comments

None.

- Discussion Items a.) Revision will be needed to the Administrative Policies to include the job description for the Recording Secretary/Administrative Assistant position, the Department Photographer, and the Emergency Coordinator position.
- Committee Updates a.) Budget: Don Potts, Brad Boron, and Sheryl Landgraf. Nothing new to report.
Truck/Equipment & Personnel: Don Potts, Dave Hunsaker, and Chris Greenfield.
- i. Sample Fire Chief evaluation questionnaires were included in the packet of Committee members.
 - ii. A motion was made by Member Hunsaker, seconded by Member Garvey to approve the job posting for the Recording Secretary/Administrative Assistant as presented. MOTION CARRIED. Job posting will be included on the home page of the Department website until June 4, 2021, at 5 p.m.
- A motion was made by Member Hunsaker, seconded by Member Greenfield to establish a committee to facilitate the process of applicant review, field reduction, interview, and recommendation for the Recording Secretary/Administrative Assistant position of Chief Spagnuolo, Vice-Chair Greenfield, Member Hunsaker, and Recording Secretary June. MOTION CARRIED.
- Old Business None.
- New Business a.) A motion was made by Member Hunsaker, seconded by Secretary/Treasurer Potts to approve the Fire Chief new hire recommendations of Sam Irrer, Ashli Friesforger, and Joseph Clark. MOTION CARRIED. With the new hires, the Department is at 24 firefighters.
- Board Member Comments a.) A golf outing at Prairie Creek has been tentatively scheduled for June 27, 2021, with a 2 p.m. shotgun start and chicken/steak dinner at 5:30 p.m.
b.) Board members wishing to purchase a Department polo with DAESA Board under the logo can make arrangements with Fire Chief Spagnuolo regarding size and color, expected cost \$35.

c.) The August 19, 2021, DAESA Board meeting will be held at Station 3 (Riley Township). Waiting confirmation from Supervisor Voisinet, plans are being made to hold the September Board meeting at Station 2 (Olive Township). **Change notice to be posted at least 18 hours before meeting date.**

Adjournment

A motion was made by Vice-Chair Greenfield, seconded by Member Boron to adjourn the meeting at 8:38 p.m. 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 June 17, 2021, board meeting.