

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, Secretary/Treasurer Roy Thelen, Member Brad Boron, Member Dave Hunsaker, and Member Don Potts. A quorum was reported. Vice-Chair Chris Greenfield was excused for personal reasons.

Approval of Agenda           With the relocation of 11. Old Business a.) City of DeWitt Resolution-Definition of Run, moved after 5. Approval of April 16, 2020, Minutes, a motion was made by Chair Sheryl Landgraf, seconded by Secretary/Treasurer Roy Thelen to approve the May 21, 2020, agenda as amended. Roll Call:  
Boron           Yes    Thelen           Yes  
Landgraf       Yes   Potts           Yes  
Hunsaker       Yes  
MOTION CARRIED.

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

Old Business                 a.) A motion was made by Member Dave Hunsaker, seconded by Member Don Potts to remove the City of DeWitt Resolution-Definition of Run from table. Roll Call:  
Boron           Yes    Thelen           Yes  
Landgraf       Yes   Potts           Yes  
Hunsaker       Yes  
MOTION CARRIED.

Board members were emailed 6 potential definitions of a run for consideration. Board member discussion of their selection:

Landgraf       Dispatch Tones Out Any Request for Assistance  
Potts           DAESA Personnel Arrive at the Station  
Boron           DAESA Personnel Arrive at the Station w/Fire Chief discretion  
Thelen          DAESA Personnel Arrive at the Station  
Hunsaker       DAESA Personnel Arrive at the Station w/inclusion of Fire/EMS personnel from a Department contracted with DAESA.

A motion was made by Member Dave Hunsaker, seconded by Chair Sheryl Landgraf to define a ‘run’ under the Agreement as counted whenever DAESA personnel or fire or EMS personnel from a Department contracted with DAESA arrive at the Station in

response to a request from Dispatch. Any provision of fire or medical aid from a standby unit will constitute a run. The 'run' will be counted for the City or Township in which the request is located. Mutual Aid responses shall not constitute a 'run' under Section 2.3. Roll Call:

Boron	Yes	Thelen	Yes
Landgraf	Yes	Potts	Yes
Hunsaker	Yes		

MOTION CARRIED.

Treasurer's Report

General Fund	\$210,696.55
Special Donations	\$ 110.42

A motion was made by Member Don Potts, seconded by Secretary/Treasurer Roy Thelen to accept and place on file the Treasurer's Report. Roll Call:

Boron	Yes	Thelen	Yes
Landgraf	Yes	Potts	Yes
Hunsaker	Yes		

MOTION CARRIED.

Approval of Payment

A motion was made by Member Don Potts, seconded by Secretary/Treasurer Roy Thelen to approve the payment of the invoices in the amount of \$23,256.08, Check #'s 8548-8563 (bills), Direct Deposited Payroll (DD3105-DD3129). MOTION CARRIED. For additional information, see enclosed check register. Roll Call:

Boron	Yes	Thelen	Yes
Landgraf	Yes	Potts	Yes
Hunsaker	Yes		

MOTION CARRIED.

Fire Chief's Report

Fire Chief Joe Spagnuolo reported the following:

- a.) The Department is continuing to obtain PPE supplies for the Department as needed. The Department is also logging available supplies weekly as required and staying updated on changes regarding the COVID 19 pandemic.
- b.) Engine 41 foam system needed repair. Engine 41 was taken to Circle K for the service. The apparatus was out of service for four days.
- c.) For the month of April, training was conducted online using the NFPA website. The topic was Alternate Fuel Vehicles.
- d.) The Department has provided approximately a dozen "birthday Parades".
- e.) Fire Chief will meet with an ISO Representative on June 16, 2020, for our five-year ISO review.

Public Comments                   None.

Discussion Items                   a.) A motion was made by Secretary/Treasurer Roy Thelen, seconded by Member Dave Hunsaker to approve the 20 hours per week, 960 total hours per year, \$27,000 annual salary Fire Chief job expectation sheet as presented. Roll Call:

Boron	Yes	Thelen	Yes
Landgraf	Yes	Potts	Yes
Hunsaker	Yes		

MOTION CARRIED.

b.) **A motion was made by Member Don Potts, seconded by Member Brad Boron to 60-day table the Cost Recovery Fee Schedule to allow Department review into billing and reimbursement options.** Roll Call:

Boron	Yes	Thelen	Yes
Landgraf	Yes	Potts	Yes
Hunsaker	Yes		

MOTION CARRIED.

New Business                   None.

Board Member Comments       Please keep Secretary/Treasurer Roy Thelen and his family in your thoughts and prayers as his daughter-in-law has tested positive for COVID 19.

Member Don Potts shared he and his wife Nancy have thankfully tested negative for COVID 19.

Adjournment                   A motion was made by Secretary/Treasurer Roy Thelen, seconded by Member Don Potts to adjourn the meeting at 7:13 p.m. Roll Call:

Boron	Yes	Thelen	Yes
Landgraf	Yes	Potts	Yes
Hunsaker	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 June 18, 2020, board meeting.