DeWitt Area Emergency Services Authority Minutes of Regular Meeting Held July 18, 2019 DeWitt Fire Hall – 911 W. Main Street, DeWitt Page 1

Call to Order	The meeting was called to order at 7:00 p.m. by Chair Roy Thelen with all in attendance reciting the pledge of allegiance.
Roll Call	Roll call revealed Chair Roy Thelen, Secretary/Treasurer Sheryl Landgraf (arrived 7:03 p.m.), Member Chris Greenfield, Member Dave Hunsaker, and Member Don Potts. A quorum was reported. There were six others present.
Approval of Agenda	A motion was made by Member Don Potts, seconded by Member Chris Greenfield to approve the July 18, 2019, agenda as presented. MOTION CARRIED.
Approval of Minutes	A motion was made by Member Dave Hunsaker, seconded by Member Don Potts to approve the June 20, 2019, board meeting minutes as presented. MOTION CARRIED. Member Chris Greenfield abstained due to absence.
Treasurer's Report	General Fund\$222,773.46Special Donations\$ 110.42
	A motion was made by Member Don Potts, seconded by Member Chris Greenfield to accept and place on file the Treasurer's Report. MOTION CARRIED. (Secretary/Treasurer Sheryl Landgraf arrived).
Approval of Payment	A motion was made by Member Dave Hunsaker, seconded by Member Don Potts to approve the payment of the invoices in the amount of \$16,565.75, Check #'s 8391-8404 (bills), Direct Deposited Payroll (DD2871-DD2892). MOTION CARRIED. For additional information, see enclosed check register.
Fire Chief's Report	 Fire Chief Joe Spagnuolo was present and reported the following: a.) One firefighter will be submitting his letter of resignation after attendance was discussed. b.) Staffing Station 1 continues to be an issue, mainly on Mondays. c.) Engine 41 continues to have leaking issues with the water tank. d.) Tanker 44 will need new front tires due to a screw puncture. Fortunately, the tire still holds air for now. e.) A motion was made by Member Dave Hunsaker, seconded by Secretary/Treasurer Sheryl Landgraf to accept the roof repair bid from Jerico. MOTION CARRIED. At the June Board meeting, a motion was approved for Fire Chief to seek roof repair on Fire Station 1 within the Bid Policy not to exceed \$7,000.

DeWitt Area Emergency Services Authority Minutes of Regular Meeting Held July 18, 2019 DeWitt Fire Hall – 911 W. Main Street, DeWitt Page 2

	The Michigan Municipal League (MML) site visit of the Fire Stations has been planned for Tuesday, August 6, 2019.
	The Department has applied for a Medical Waste Disposal License. The Policy will need to be updated to reflect disposal procedures.
	A motion was made by Member Dave Hunsaker, seconded by Member Chris Greenfield for the Authority to obtain a credit card through PNC bank authorized for use by the Fire Chief and DAESA Chair. MOTION CARRIED. Credit Card Policy will be created and adhered to.
Public Comments	None.
Discussion Items	None.
Old Business	Member Dave Hunsaker will inquire at the DeWitt City Council Meeting regarding Department participation in street clean up at this years DeWitt Ox Roast.
New Business	 a.) A motion was made by Secretary/Treasurer Sheryl Landgraf, seconded by Member Dave Hunsaker to approve the Budget Amendments as presented. MOTION CARRIED. b.) A motion was made by Chair Roy Thelen, seconded by Secretary/Treasurer Sheryl Landgraf to appoint Member Chris Greenfield as Vice-Chair, add Chris Greenfield as a check signer, and remove Bob Jesse as a check signer. MOTION CARRIED.
Board Member Comments	Chair Roy Thelen will email Authority Board members the updated Policy that was adopted with page numbering added.
Adjournment	A motion was made by Vice-Chair Chris Greenfield, seconded by Secretary/Treasurer Sheryl Landgraf to adjourn the meeting at 7:40 p.m. MOTION CARRIED.

Respectfully recorded by and submitted by,

Sandra June, Recording Secretary DeWitt Area Emergency Services Authority

Enclosed - Check Register

NOTE: These minutes are subject to approval at the August 15, 2019, board meeting.