

DeWitt Area Emergency Services Authority
Minutes of Regular Meeting Held July 18, 2024
Fire Station #1 911 W Main St, DeWitt

- Call to Order The meeting was called to order at 7:00pm by Vice Chair Landgraf
- Roll Call Roll call revealed Vice Chair Sheryl Landgraf, Secretary/Treasurer Brad Boron, Member Dave Hunsaker, Member Charlie Young and Member Terry Powell. Chair Kevin Garvey was excused for personal reasons. A quorum was reported. There were 7 others present.
- Approval of Agenda A motion was made by Hunsaker, seconded by Young to approve the July 18, 2024 Agenda. MOTION CARRIED
- Approval of Minutes A motion was made by Boron, seconded by Hunsaker to approve the June 20, 2024 minutes. MOTION CARRIED
- Approval of Minutes Review of the May 16, 2024 previously approved minutes revealed typos on page 3. The minutes were amended and presented for approval. A motion was made by Young seconded Hunsaker to approve the May 16, 2024 Amended minutes. MOTION CARRIED
- Financial Report General Fund \$315,200.06
Special Donations Fund \$1691.42
- Approval of Payment A motion was made by Landgraf, seconded by Young to approve the payment of the invoices in the amount of \$36,933.64 for Check #'s 9302-9338 & Electronic (bills), & Direct Deposited Payroll (DD4313-DD4338). For additional information, see enclosed check register. MOTION CARRIED.
- Fire Chief's Report Fire Chief John Braska reported the following:
- 60 calls for service in June. Total call numbers for the year are 61 calls higher than last year at this time.
 - House training burn on Forest Hill. Chief Braska met with the homeowner, whom will be getting testing done and a training burn may be done this winter.
 - Barn training burn. Possible barn training burn upcoming.
 - Ram repair update. Ram was discovered to be damaged during a training. As it is a needed extrication tool, repairs were authorized and will be completed.
 - Hose testing complete, no failures
 - Ambulance meeting- Chief Braska attended an Ambulance meeting and gave a summary of the current Ambulance

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- companies shortages and possible options for future coverage.
 - Ox Roast updates- Chief Braska has volunteered to be in the dunk tank for the Sunday events at the OX Roast, and will have fire department information available for the public.
 - Department will be short staffed July 18th-21st. Chief Braska proactively prepared a mutual aid plan if needed, and has let the proper agencies know of possible coverage shortages.
 - New Hire Bill Sanders- Chief Braska welcomed new hire Bill Sanders to the department, and introduced him to the Board
- Public Comments None
- Discussion Items a.) August 15, 2024 meeting at Olive Township Hall. The board was reminded that the August meeting will be at Olive Township Hall.
- Committee Updates Budget Committee: Landgraf, Boron, Powell – The need to meet earlier than previous years to compose next years budget was discussed.
Truck/Equipment & Personnel: Powell, Hunsaker, and Young: - None
- Old Business None
- New Business
- a.) Fahey Schultz Burzych Rhodes PLC invoice and discussion. The invoice was discussed and a motion was made by Hunsaker seconded by Boron to authorize Sheryl Landgraf to write a letter to Fahey Shultz Burzych Rhodes, PLC regarding the invoice dated 6/28/2024 in which the Board will be refuting the charges for the 4/12/2024 Call to Sheryl Landgraf for \$250.00, the 4/18/2024 telephone conference for \$350.00, and 4/18/2024 Attend DAESA meeting for \$500.00, and to question the packet review increased charges on 6/20/2024. The letter will be similar to the letter sent last month, and will be sent. MOTION CARRIED.
 - b.) Firefighter Job Description/Posting. A motion was made by Hunsaker, seconded by Boron to approve the Job Description and Posting presented by Chief Braska. MOTION CARRIED
 - c.) New Technology estimates. Estimates were included in the packet for needed technology upgrades. A motion was made by

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Hunsaker, seconded by Landgraf for a budget amendment to capital improvement to approve the purchase of new technology needed to include the amounts of the estimates \$5038.00, and \$1550.05. Discussion revealed the need for an additional laptop for the training division. Hunsaker amended the motion, seconded by Landgraf, to include and additional \$1700.00 to for the purchase of the additional laptop. MOTION CARRIED.

Board Member Comments Member Young mentioned taking a department vehicle to car shows may be good way to get employment applications.

Vice Chair Landgraf suggested financial reports should be presented by a board member at the board meetings, specifically the treasurer. Member Hunsaker volunteered get the information and present at the DAESA Board meetings.

Adjournment A motion was made by Young seconded by Hunsaker to adjourn the meeting at 8:27p.m. MOTION CARRIED.

Respectfully recorded and submitted by,

Lisa Braska

Lisa Braska, Recording Secretary
DeWitt Area Emergency Services Authority

Enclosed – Check Register