

A Special Meeting of the Mid-Michigan Community Fire Board, held at the St. Louis Area Fire Department – Meeting Room, was called to order by Chair Kevin Beeson at 5:10p.m., on Tuesday, February 21, 2023. The purpose of the meeting to conduct business of the Regular Meeting of February 14, 2023, that was cancelled due to lack of quorum.

Members Present: Chairman Kevin Beeson, Vice-Chair Kurt Giles, Carmen Bajena, Greg Mikek  
Bobbie Marr.

Members Absent: None

Fire Chief: Bill Coty

Others in Attendance: Asst. Chief Dick Prestage, Ralph Echtenaw – St. Louis Sentinel, Trevor Allen, Tresha Mikek

**Election of Chair and Vice-Chair.**

Moved by Member Marr, supported by Member Mikek, to approve the appointment of Kevin Beeson as Chairman and Kurt Giles as Vice-Chair of the Mid-Michigan Community Fire Board. All ayes carried the Motion.

**Minutes.**

Moved by Member Giles, supported by Member Mikek, to approve the minutes of the November 8, 2022 meeting. All ayes carried the motion.

**Public Comment.**

None.

**Claims and Accounts.**

The Fire Board reviewed the Claims & Accounts.

Moved by Member Giles, supported by Member Mikek, to approve the Claims & Accounts for November 1, 2022 to January 31, 2023 in the amount of \$54,585.15. All ayes carried the motion.

**Financial Statements.**

The Fire Board reviewed and discussed the Financial Statements of January 31, 2023 and placed on file.

**Audited Financial Statements 6/30/2022.**

The Fire Board reviewed and discussed the Audited Financial Statements of June 30, 2022 and placed on file.

**Set Meeting Dates & Times.**

Moved by Member Mikek, supported by Member Giles, to approve meeting dates and times for the mid-Michigan Community Fire Board for 2023-2024 Fiscal Year as the 2<sup>nd</sup> Tuesday of August, November, February and May at 5:30 pm, meetings to be held at the Fire Station. All ayes carried the motion.

Meeting Schedule will be as follows:

August 8, 2023  
November 14, 2023  
February 13, 2024  
May 14, 2024

**Fire Chief's Report.**

The Fire Chief's Report was reviewed, discussed, and placed on file.

**Fire Department 2022 Annual Report**

The Fire Chief presented the 2022 Annual Report and the board reviewed, discussed, and placed on file.

**Resolution 2023-01 BUDGET 2023-2024**

The following preamble and resolution were offered by Member Giles, and supported by Member Mikek:

**WHEREAS**, it is necessary for the Mid-Michigan Community Fire Control Board to authorize the expenditure level and contributions from the respective entities for the 2023-2024 fiscal year.

**WHEREAS**, the Mid-Michigan Community Fire Control Board has reviewed the summaries of prior year results and the requests made by the Fire Chief for the upcoming year.

**NOW THEREFORE IT BE RESOLVED**, the Mid-Michigan Community Fire Control Board has adopted its budget for the 2023-2024 Fiscal Year summarized as follows:

FUND BALANCE CHANGE	2023-2024
Beginning Balance - Committed for Equipment	610,450
Additions to Equipment Commitment	65,000
Grants/Donations for Equipment/asset sales	171,641
Expenses - Use of Equipment Funds	(533,175)
<b>Ending Balance - Committed for Equipment</b>	<b>313,916</b>
Beginning Balance - Unassigned	207,975
Revenue	369,590
Expenses	(304,603)
Transfers to Equipment Commitment	(65,000)
<b>Ending Balance - Unassigned</b>	<b>207,962</b>

**BE IT FURTHER RESOLVED** that member contributions are expected as follows for the 2023-2024 Fiscal Year. One half will be payable July 2023 and the other half payable January 2024.

	St. Louis	Bethany	Jasper	Pine River	Total
Member Contributions 2023-2024	142,575.42	63,402.82	80,426.68	76,195.08	362,600.00

**BE IT FURTHER RESOLVED** that authorized salary and per diem rates shall be as follows:

Fire Chief	2980
Assistant Chief	1800
Captain	1199
Lieutenant	750
2 <sup>nd</sup> Lieutenant	341
Equipment Officer	684
Training Officer	684
Community Outreach Coordinator	684
Medical Coordinator	684
Records & Reports Coordinator	684
Fire Fighter II runs/drills	35.00
Rookie run/drills	12.25
Rescue runs	30.00

**BE IT FURTHER RESOLVED** that the adoption of this budget is at the total operating level. Officials responsible for the expenditures authorized in the budget may expend funds up to, but not to exceed, the total appropriation authorized.

**BE IT FURTHER RESOLVED** that payment of claims (bills) shall be approved by the Fire Chief and/or the City of St. Louis Manager prior to being paid. The City Treasurer may authorize the payment of payroll related items as well as certain bills prior to approval to avoid late penalties, service charges and interest (primarily utilities). The Mid-Michigan Community Fire Control Board shall receive a list of claims (bills) paid for their concurrence of approval at the next Board meeting.

**BE IT FURTHER RESOLVED** that the Board Treasurer shall provide the Board at each meeting a report of fiscal year to date revenues and expenditures compared to the budgeted amounts of the Fire Department.

**BE IT FURTHER RESOLVED** that the Fire Chief and Board Treasurer will monitor the budget. Whenever it appears that the actual and probable revenues will be less than the estimated revenues upon which appropriations were based, and when it appears that expenditures will exceed an appropriation, the Treasurer shall present to the Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues or use of fund balance or both.

Ayes: Giles, Mikek, Bajena, Marr, Beeson

Nays: None

Absent: NA

Resolution declared adopted this 21st day of February, 2023.

#### **Approve Refurbishment of Rescue Box for E641**

Bids for refurbishment of the box on the rescue truck were discussed.

Moved by Member Bajena, support by Member Mikek, to award the refurbishment contract to Apollo Fire Service for an amount not to exceed \$58,880. All ayes carried the motion.

#### **Other Business.**

Some discussion of reimbursement of fire runs from 3<sup>rd</sup> parties. Unfortunately it appears that this would have to be done by the local unit versus the fire department.

Discussed that the topic of a future work session might be on refining definitions of runs, fires, etc in the context of how we bill and split costs.

Chief Coty remarked that we recently began having issues with the extractor unit and that it may be necessary to have more significant repairs or consider a back up unit. This was not anticipated in the budget but the consensus was that this is a necessary item that he could replace as an emergency in the event of failure.

**Public and Other Comment.**

None.

The meeting was adjourned at 6:00 p.m.

Bobbie J Marr, Secretary

DRAFT MINUTES