

A Regular 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 5:30p.m., on Tuesday, February 13, 2024.

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

Members Absent: Bobbie Marr

Fire Chief: Bill Coty

Others in Attendance: Ferris Azzam, Trevor Allen, Dick Prestage and Ralph Echtenaw

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

Moved by Member Mikek, supported by Member Bajena, 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 Bajena, to approve the minutes of the November 14, 2023 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, 2023 to January 31, 2024 in the amount of \$211,222.77. All ayes carried the motion.

**Financial Statements.**

The Fire Board reviewed and discussed the Financial Statements of January 31, 2024 and placed on file.

**Audited Financial Statements 6/30/2023.**

The Fire Board reviewed and discussed the Audited Financial Statements of June 30, 2023 and placed on file. Member Giles provided a summary of Member Marr's notes.

**Set Meeting Dates & Times.**

Moved by Member Giles, supported by Member Mikek, to approve meeting dates and times for the mid-Michigan Community Fire Board for 2024-2025 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 13, 2024  
November 12, 2024  
February 11, 2025  
May 13, 2025

**Fire Chief's Report.**

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

**Fire Department 2023 Annual Report**

The Fire Chief presented the 2023 Annual Report and the board reviewed, discussed, and placed on file.

**Resolution 2024-01 BUDGET 2024-2025**

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

**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 2024-2025 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 2024-2025 Fiscal Year summarized as follows:

FUND BALANCE CHANGE	2024-2025
Beginning Balance - Committed for Equipment	205,384
Additions to Equipment Commitment	65,000
Grants/Donations for Equipment/asset sales	-
Expenses - Use of Equipment Funds	-
<b>Ending Balance - Committed for Equipment</b>	<b>270,384</b>
Beginning Balance - Unassigned	280,858
Revenue	400,748
Expenses	(335,748)
Transfers to Equipment Commitment	(65,000)
<b>Ending Balance - Unassigned</b>	<b>280,858</b>

**BE IT FURTHER RESOLVED** that member contributions are expected as follows for the 2024-2025 Fiscal Year. One half will be payable July 2024 and the other half payable January 2025.

	St. Louis	Bethany	Jasper	Pine River	Total
Member Contributions 2024-2025	145,340.06	67,837.56	85,860.12	89,710.26	388,748.00

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

<b>Position/Pay Code</b>	<b>Rate</b>	<b>Pay Increments</b>
Fire Chief	\$10,000	Annual Salary (payable monthly increments)
Firefighter - Company Officer I Certified	\$250	Annual Salary (payable monthly increments)
Firefighter - Company Officer II Certified	\$500	Annual Salary (payable monthly increments)
Firefighter - Company Officer III Certified	\$1,000	Annual Salary (payable monthly increments)
Records/Reporting Officer	\$1,265	Annual Salary (payable monthly increments)
Equipment Officer	\$684	Annual Salary (payable monthly increments)
Training Officer	\$684	Annual Salary (payable monthly increments)
County Training Chair (if applicable)	\$684	Annual Salary (payable monthly increments)
Community Outreach Officer	\$684	Annual Salary (payable monthly increments)
Medical Coordinator Officer	\$684	Annual Salary (payable monthly increments)
Weekend Officer Coverage per diem	\$100	per weekend
<b>Fire Runs / Drills</b>		
Probationary firefighter	\$20	per run
Firefighter	\$38	per run
Dept. Officer (Assist. Chief, Capt., Lieut., 2nd Lieut.)	\$43	per run
Chief	\$50	per run
Rescue Run	\$30	per run
Chief Rescue Run	\$50	per run
Annual Attendance Incentive	\$500	Calendar year measure for those meeting 40% run; 70% training criteria. Payable as lump sum in January.

**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: Mikek, Giles, Bajena, Beeson

Nays: None

Absent: Marr

Resolution declared adopted this 13th day of February, 2024.

### **Sale of Vehicles.**

With the new pumper and rescue unit coming in soon, we will have vehicles available to sell. Board discussed sale possibilities.

Moved by Member Mikek, supported by Member Giles, to authorize Chief Coty to list soon-to-be-retired apparatus with Ranger Bid Auction service with a minimum reserve price of \$15,000 without any equipment. All ayes carried the motion.

### **USDA Grant for Turn Out Gear**

Grant opportunities for equipment were discussed.

Moved by Member Mikek, supported by Member Giles to authorize the Fire Chief, Board Secretary, Chairman and/or Vice Chairman to execute, and sign documents related to the pre-application submission, application, and acceptance of Community Facility Loans and Grants (Equipment and Vehicles) and commit, as a first priority, Equipment Reserves and/or private donations as the Fire Department's share of match funds for the program to the extent needed for Turn Out Gear. Committing funds as needed of approximately \$51,360. All ayes carried the motion.

**Disposal of SCBA.**

Motion by Giles, supported by Mikek to assign 3 to 5 packs to GTEC for training purposes and sell remaining 5 to 7 packs for approximately \$100/each. All ayes carried the motion.

**Other Business.**

None

**Public and Other Comment.**

Dick Prestage commented on the 457 Retirement savings program, expressing his appreciation and stating he believes other members of the SLAFD are very happy to have that retirement savings opportunity too.

The meeting was adjourned at 6:30 p.m.

Carmen Bajena, Recording Secretary