

Mid-Michigan Community Fire Control Board

Meeting Agenda

Tuesday, February 12, 2019

5:30 P.M. Location: City of St. Louis – Council Chambers

1. Call to Order.
2. Roll Call.
3. Election of Chair & Vice Chair
4. Approval of Meeting Minutes – Regular Meeting November 11, 2018
5. Public Comments: restricted to (3) three minutes regarding issues not on this agenda.
6. Claims & Accounts -
November 1, 2018 through January 31, 2019 for \$76,569.66. (Approve)
7. Financial Statements 1/31/19 (Receive and place on file)
8. Audited Financial Statement 6/30/18 (Receive and place on file)
9. Set Meeting Dates & Times for 2019-2020.
August 13, 2019
November 12, 2019
February 11, 2020
May 12, 2020
10. Fire Chief's Report (Receive and place on file)
11. Resolution 2019-01.....2019-2020 Budget Adoption
12. Community Facility Loans and Grants (Equipment and Vehicles) Federal Catalog Number 10.766.
13. Other Business
14. Public Comment
15. Adjournment

**MINUTES
FOR APPROVAL**

A Regular Meeting of the Mid-Michigan Community Fire Board, held at the St. Louis City Hall, was called to order by Chair Kevin Beeson at 5:30p.m., on Tuesday, November 13, 2018.

Members Present: Chair Kevin Beeson, Vice-Chair Kurt Giles, Carmen Bajena, Don Long

Members Absent: Bobbie Marr (excused)

Others in Attendance: Fire Chief Rich Apps, Bill Coty, Brian Wood, Dick Prestage, Greg Kolhoff, Ralph Ehtinaw

Minutes.

Moved by Member Giles, supported by Member Long, to approve the minutes of the May 8, 2018 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 Long, to approve the Claims & Accounts for May 1, 2018 to October 31, 2018 in the amount of \$96,226.70. All ayes carried the motion.

Financial Statements.

The Fire Board reviewed and discussed the Financial Statements of June 30, 2018 and placed on file.

The Fire Board reviewed and discussed the Financial Statements of October 31, 2018 and placed on file.

Fire Chief's Report.

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

Other Business.

Discussed an outdated policy/use regarding lights on vehicles.

Motion by Member Long, supported by Member Giles, to suspend allowing lights and sirens on personal vehicles. All ayes carried the motion.

The Gratiot County Fire Chief's Association is doing a presentation of "In Honor of the Charleston 9: A Study of Change Following Tragedy" that will take place on Saturday, January 26, 2019, at the Masonic Home in Alma. All Board members have been signed up to attend.

Public Comment.

None.

Moved by Giles, supported by Bajena, to adjourn the meeting at 5:50 p.m.

Kurt R. Giles, Recording Secretary

CLAIMS AND ACCOUNTS

VENDOR SUMMARY LISTING FOR COUNCIL APPROVAL

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. 5 ALARM	1,465.28		
2. A - 1 TRUCK PARTS INC	38.95		
3. ALLIED 100	676.50		
4. APOLLO FIRE EQUIPMENT	29,500.00		
5. BERTHIAUME & COMPANY	2,760.00		
6. BLARNEY CASTLE FLEET PROGRAM	594.57		
7. BOLAND TIRE, INC	40.00		
8. BREATHING AIR SYSTEMS	15.00		
9. CADILLAC GARAGE DOOR INC.	490.79		
10. CHARTER COMMUNICATIONS	698.57		
11. CITY OF ST LOUIS	3,427.44		
12. CONSUMERS ENERGY	569.98		
13. DISCOUNT DUMPSTER LLC	315.00		
14. ESO SOLUTIONS	2,868.55		
15. FIRE DEPARTMENT PAYROLL FUND	16,898.79		
16. FIRE ENGINEERING	24.00		
17. FIRST DUE FIRE SUPPLY	8,352.62		
18. FRONT LINE SERVICES, INC	1,078.95		
19. GRATIOT COUNTY CENTRAL DISPATCH	243.34		
20. GREATAMERICA LEASING CORP	16.55		
21. JANSON EQUIPMENT COMPANY	2,876.86		
22. KEITH MCJILTON	26.23		
23. MICHIGAN ASSOC OF FIRE CHIEFS	95.00		
24. MICHIGAN MUNICIPAL LEAGUE	154.00		
25. MICHIGAN STATE FIREMAN'S ASSOC	75.00		
26. MICROSOFT ONLINE	24.00		
27. PETER'S HARDWARE	288.00		
28. PETE'S TRANSPORT LLC	650.00		
29. PRO COMM INC	1,324.03		
30. RICHARD APPS	201.35		
31. THE TROPHY SHOPPE	102.25		
32. TRI-TOWNSHIP FIRE DISTRICT	150.00		
33. VETERAN'S ALARM	263.40		
34. WALMART COMMUNITY/RFCSLLC	100.97		
35. WEST SHORE FIRE, INC	163.69		
TOTAL ALL CLAIMS	76,569.66		

INVOICE NUMBER	USE PURCHASING CARD	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT
VENDOR NAME: 5 ALARM					
182103-1	N	FIRECAP PLUS 55 GAL DRUM	206.336.726.000	1,465.28	1,465.28
TOTAL VENDOR 5 ALA					1,465.28
VENDOR NAME: AA - 1 TRUCK PARTS INC					
198-356242	N	SILICON SPRAY	206.336.726.000	8.98	8.98
198-356234	N	MINI LAMP	206.336.726.000	29.97	29.97
TOTAL VENDOR AA -					38.95
VENDOR NAME: ALLIED 100					
988925	N	PED PADS FOR DEFIBRILLATOR/CPR MASK/BAR	206.336.964.000	201.50	201.50
990071	N	PEDIATRIC PADZ FOR ZOLL MEDICAL DEFIBRI	206.336.964.000	475.00	475.00
TOTAL VENDOR ALLIE					676.50
VENDOR NAME: APOLLO FIRE EQUIPMENT					
98753	N	E-DRAULIC RAM PACKAGE/RAM SUPPORT/ADAPT	206.336.977.001	8,500.00	8,500.00
98754-	N	SPREADER PACKAGE/BATTERIES AND CHARGER/	206.336.977.001	21,000.00	21,000.00
TOTAL VENDOR APOLL					29,500.00
VENDOR NAME: APPS RICHARDRICHARD APPS					
10202018	N	REIMBURSEMENT FOR SUPPLIEBAGS, WATER, S	206.336.726.000	65.69	65.69
11032018	N	REIMBURSEMENT FOR FOOD FOR FIREFIGHTERS	206.336.859.000	135.66	135.66
TOTAL VENDOR APPS					201.35
VENDOR NAME: BERTHIAUME & COMPANY					
12272018	N	AUDIT FOR YEAR ENDED JUNE 30, 2018	206.336.801.000	2,760.00	2,760.00
TOTAL VENDOR BERTH					2,760.00
VENDOR NAME: BLARNEY CASTLE FLEET PROGRAM					
01092018F	N	FUEL CHARGES-FIRE	206.336.730.000	83.27	83.27
12112018F	N	FUEL CHARGES-FIRE	206.336.730.000	208.65	208.65
11102018-FIRE	N	FIRE FUEL CHARGES	206.336.730.000	302.65	302.65
TOTAL VENDOR BLARN					594.57
VENDOR NAME: BOLAND TIRE, INC					
5060736	N	FIRE TRUCK REPAIRS	206.336.930.000	40.00	40.00
TOTAL VENDOR BOLAN					40.00
VENDOR NAME: BREATHING AIR SYSTEMS					
1067480-IN	N	ELEMENT-FILTER INTAKE	206.336.930.000	15.00	15.00
TOTAL VENDOR BREAT					15.00
VENDOR NAME: CADILLAC GARAGE DOOR INC.					
72556	N	SERVICE WORK ON FIRE HALL GARAGE DOOR	206.336.930.003	490.79	490.79
TOTAL VENDOR CADIL					490.79
VENDOR NAME: CHARTER COMMUNICATIONS					
0050808110218	N	CABLE/INTERNET-FIRE	206.336.920.000	230.51	230.51
0050808010219	N	CABLE/INTERNET-FIRE	206.336.920.000	237.38	237.38
0050808120218	N	CABLE/INTERNET-FIRE	206.336.920.000	230.68	230.68

USE
PURCHASING
CARD

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT
VENDOR NAME: CHARTER COMMUNICATIONS			
TOTAL VENDOR CHART			698.57
VENDOR NAME: CONSUMERS ENERGY			
202162352186	N	ENERGY CHARGES 220 S MAIN-FIRE DEPT	60.24
201450498595	N	ENERGY CHARGES-FIRE	275.79
203942245925	N	ENERGY CHARGES 220 S MAIN STREET-FIRE D	233.95
TOTAL VENDOR CONSU			569.98
VENDOR NAME: DISCOUNT DUMPSTER LLC			
10519	N	SNOW PLOWING AND SALTING	105.00
10052	N	MOWING-FIRE DEPT	140.00
10330	N	LAWN SERVICE 10/4/18 AND 10/11/18	70.00
TOTAL VENDOR DISCO			315.00
VENDOR NAME: ESO SOLUTIONS			
INV00014041	N	EHR SUITE/FIRE SUITE SOFTWARE	2,868.55
TOTAL VENDOR ESO S			2,868.55
VENDOR NAME: FIRE DEPARTMENT PAYROLL FUND			
12302018	N	GROSS WAGES & EXPENSES DEC 2018	6,184.02
01302019	N	GROSS WAGES AND BENEFITS PAY PERIOD END	4,185.65
11272018	N	GROSS WAGES AND EXPENSES PAY PERIOD END	5,969.55
10302018	N	GROSS WAGES ENDING 10/30/18	4,745.22
TOTAL VENDOR FIRE			21,084.44
VENDOR NAME: FIRE ENGINEERING			
10182018	N	SUBSCRIPTION RENEWAL	24.00
TOTAL VENDOR FIRE			24.00
VENDOR NAME: FIRST DUE FIRE SUPPLY			
18-993	N	TFT GFORCE DECON PAK	1,550.00
18-927	N	FIRE VESTS	679.03
18-779	N	GEAR	6,098.09
18-1142	N	ALTAIR SINGLE BATTERY	25.50
TOTAL VENDOR FIRST			8,352.62
VENDOR NAME: FRONT LINE SERVICES, INC			
31544	N	GATED WYE VALVE	1,078.95
TOTAL VENDOR FRONT			1,078.95
VENDOR NAME: GRATIOT COUNTY CENTRAL DISPATCH			
18-1212-STLFR	N	ACTIVE 911 USER FEE	243.34
TOTAL VENDOR GRATI			243.34
VENDOR NAME: GREATAMERICA LEASING CORP			
23948975F	N	COPIES-FIRE	10.30
23603477F	N	COPIES-FIRE	6.25
TOTAL VENDOR GREAT			16.55
VENDOR NAME: JANSON EQUIPMENT COMPANY			
X444341	N	INT'L 4400 FIRE TRUCK REPAIR	591.05

* Jan Pay trfr
Check date Feb

INVOICE NUMBER	USE PURCHASING CARD	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT
VENDOR NAME: JANSON EQUIPMENT COMPANY					
X444387	N	FULL SERVICE TRUCK E-641	206.336.930.000	548.27	548.27
X444413	N	E-651 REPAIRS	206.336.930.000	689.82	689.82
X444414	N	REPAIRS #621	206.336.930.000	333.90	333.90
X444342	N	E-633 REPAIRS	206.336.930.000	713.82	713.82
TOTAL VENDOR JANSON					2,876.86
VENDOR NAME: MCJILTONKEITH MCJILTON					
10172018	N	REIMBURSEMENT FOR MEALS	206.336.859.000	26.23	26.23
TOTAL VENDOR MCJIL					26.23
VENDOR NAME: MICHIGAN ASSOC OF FIRE CHIEFS					
1925	N	MEMBERSHIP RENEWALS	206.336.956.000	95.00	95.00
TOTAL VENDOR MICHI					95.00
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE					
5135205	N	PAYROLL AUDIT	206.336.710.000	154.00	154.00
TOTAL VENDOR MICHI					154.00
VENDOR NAME: MICHIGAN STATE FIREMAN'S ASSOC					
2019	N	2019 MEMBERSHIP FEE	206.336.956.000	75.00	75.00
TOTAL VENDOR MICHI					75.00
VENDOR NAME: MICROSOFT ONLINE					
E02006OPZM-FIRE	Y	MICRSOFT 365	206.336.801.000	8.00	8.00
E020072RI8	Y	MICROSOFT 365-FIRE	206.336.801.000	8.00	8.00
E02006VLS8-F	Y	MICROSOFT 365-FIRE	206.336.801.000	8.00	8.00
TOTAL VENDOR MICRO					24.00
VENDOR NAME: PETER'S HARDWARE					
A142681	N	BATTERY/SMOKE ALARM	206.336.963.001	148.00	148.00
A142650	N	HITCH PINS	206.336.726.000	46.00	46.00
98754	N	SHOVELS	206.336.726.000	48.00	48.00
A142301	N	BATTERIES	206.336.726.000	20.00	20.00
A142380	N	ANTIFREEZE/BATTERIES	206.336.726.000	26.00	26.00
TOTAL VENDOR PETER					288.00
VENDOR NAME: PETE'S TRANSPORT LLC					
1861	N	CUT OUT ASPHALT AND REPLACE WITH CONCRE	206.336.930.003	650.00	650.00
TOTAL VENDOR PETE'					650.00
VENDOR NAME: PRO COMM INC					
32139	N	MONITOR V BATTERIES	206.336.850.000	50.00	50.00
32170	N	MONITOR VI BATTERIES	206.336.850.000	60.00	60.00
32480	N	PAGER REPAIRS	206.336.850.000	60.00	60.00
32607	N	PORTABLE RADIO	206.336.850.000	1,154.03	1,154.03
TOTAL VENDOR PRO C					1,324.03
VENDOR NAME: ST. LOUIS - GEN FUNDCITY OF ST					
847	N	OVERHEAD SERVICE CHARGES	206.336.950.000	824.05	824.05
11292018	N	UTILITIES-FIRE	206.336.920.000	321.25	321.25
12282018	N	UTILITIES-FIRE	206.336.920.000	367.75	367.75

INVOICE NUMBER	USE PURCHASING CARD	DESCRIPTION	DISTRIBUTIONS \ AMOUNTS		AMOUNT
VENDOR NAME: ST. LOUIS - GEN FUNDCITY OF ST					
837	N	OVERHEAD SERVICE CHARGES	206.336.950.000	824.05	824.05
827	N	OVERHEAD SERVICE CHARGES OCT 18	206.336.950.000	824.05	824.05
10302018	N	UTILITIES-FIRE	206.336.920.000	266.29	266.29
TOTAL VENDOR ST. L					3,427.44
VENDOR NAME: THE TROPHY SHOPPE					
13453	N	SERVICE AWARDS PLAQUES	206.336.956.000	102.25	102.25
TOTAL VENDOR THE T					102.25
VENDOR NAME: TRI-TOWNSHIP FIRE DISTRICT					
11032018	N	CLASS	206.336.963.000	150.00	150.00
TOTAL VENDOR TRI-T					150.00
VENDOR NAME: VETERAN'S ALARM					
183314	N	ANNUAL ALARM SUPERVISION FEES/DAILY TES	206.336.920.000	263.40	263.40
TOTAL VENDOR VETER					263.40
VENDOR NAME: WALMART COMMUNITY/RFCSELLC					
11262018F	N	PAPER/WATER/FILE FOLDERS	206.336.726.000	100.97	100.97
TOTAL VENDOR WALMA					100.97
VENDOR NAME: WEST SHORE FIRE, INC					
17817	N	AV3000 MED FACE SEAL	206.336.781.000	163.69	163.69
TOTAL VENDOR WEST					163.69
GRAND TOTAL:					80,755.31

*Jan payroll transfer
 dated in Feb for
 cash portion*

*← 4185.65
 76569.66*

FINANCIAL STATEMENTS

1/31/2019

Audited Financial Statements 6/30/2018

Fund 206 MID MICHIGAN COMMUNITY FIRE DEPARTMENT

GL Number	Description	PERIOD ENDED 01/31/2018	PERIOD ENDED 01/31/2019
*** Assets ***			
206.000.001.005	FIRE CASH	255,639.03	231,977.37
206.000.001.056	FIRE PAYROLL ACCOUNT	8,375.72	1,634.34
206.000.003.000	CERTIFICATE OF DEPOSIT	0.00	100,000.00
206.000.016.000	FIRE RESTRICTED/DESIGNATED CASH	92,293.43	100,068.62
206.000.017.006	FIRE RESTRICTED CASH EQUIP	19,564.47	19,574.24
206.000.040.001	ACCOUNTS RECEIVABLE	126,469.00	135,112.99
Total Assets		502,341.65	588,367.56
*** Liabilities ***			
206.000.202.000	ACCOUNTS PAYABLE	10.94	0.00
206.000.228.000	DUE TO STATE OF MICHIGAN	345.78	632.32
Total Liabilities		356.72	632.32
*** Fund Balance ***			
206.000.387.000	FB DESIGNATED FOR TRAINING	(3,818.33)	10,514.60
206.000.388.000	DESIGNATED FOR EQUIPMENT	111,563.68	208,584.11
206.000.390.000	FUND BALANCE	245,984.88	201,129.65
Total Fund Balance		353,730.23	420,228.36
Beginning Fund Balance		353,730.23	420,228.36
Net of Revenues VS Expenditures		148,254.70	167,506.88
Ending Fund Balance		501,984.93	587,735.24
Total Liabilities And Fund Balance		502,341.65	588,367.56

PERIOD ENDING 01/31/2019

MID-MICHIGAN COMMUNITY FIRE CONTROL BOARD

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 01/31/2019	AVAILABLE BALANCE	% BDGT USED	END BALANCE 06/30/2018
Fund 206 - MID MICHIGAN COMMUNITY FIRE DEPARTMENT						
Revenues						
206.000.665.000	INTEREST	400.00	215.23	184.77	53.81	420.25
206.000.678.000	MISCELLANEOUS REIMBURSEMENT	0.00	1,820.76	(1,820.76)	100.00	100.00
206.000.695.000	MISCELLANEOUS	0.00	624.00	(624.00)	100.00	1,570.00
206.336.580.000	MEMBER CONTRIBUTIONS OPERATING	270,226.00	270,226.00	0.00	100.00	252,938.00
206.336.607.000	CLASS FEES/DONATIONS/GRANTS	7,500.00	0.00	7,500.00	0.00	14,320.00
206.336.674.000	CONTRIBUTIONS	0.00	9,800.00	(9,800.00)	100.00	15,500.00
206.336.675.000	DONATIONS	0.00	24,000.00	(24,000.00)	100.00	600.00
TOTAL REVENUES		278,126.00	306,685.99	(28,559.99)	110.27	285,448.25
Expenditures						
206.336.702.004	SALARY & WAGES - FIREMEN	51,000.00	20,676.56	30,323.44	40.54	37,801.37
206.336.702.009	SALARY & WAGES - RESCUE	35,700.00	13,714.25	21,985.75	38.42	28,663.25
206.336.710.000	EMPLOYEE BENEFITS	15,763.00	7,064.82	8,698.18	44.82	18,160.47
206.336.710.009	EMPLOYEE BENEFITS - RESCUE	10,639.00	5,107.46	5,531.54	48.01	6,185.37
206.336.726.000	SUPPLIES	5,344.00	2,453.07	2,890.93	45.90	3,524.61
206.336.729.000	POSTAGE	250.00	0.00	250.00	0.00	27.42
206.336.730.000	GAS & FUEL	4,500.00	1,337.05	3,162.95	29.71	2,088.48
206.336.781.000	UNIFORMS - TURNOUT GEAR	21,700.00	10,634.49	11,065.51	49.01	28,923.18
206.336.801.000	PROFESSIONAL SERVICES	8,937.00	5,676.55	3,260.45	63.52	6,382.00
206.336.850.000	COMMUNICATIONS	7,469.00	3,715.37	3,753.63	49.74	4,282.67
206.336.859.000	MEALS	1,000.00	330.42	669.58	33.04	234.59
206.336.860.000	TRAVEL/CONF/WORKSHOPS	1,900.00	0.00	1,900.00	0.00	849.25
206.336.900.000	PRINTING & PUBLISHING	250.00	0.00	250.00	0.00	0.00
206.336.910.000	INSURANCE & BONDS	12,500.00	12,987.00	(487.00)	103.90	11,272.00
206.336.920.000	UTILITIES	14,075.00	6,524.15	7,550.85	46.35	10,552.62
206.336.930.000	REPAIRS & MAINTENANCE	13,500.00	6,213.15	7,286.85	46.02	14,189.27
206.336.930.003	BUILDING MAINTENANCE	3,100.00	2,514.88	585.12	81.13	2,915.18
206.336.950.000	OVERHEAD CHARGES	9,889.00	4,944.30	4,944.70	50.00	9,694.80
206.336.956.000	MISCELLANEOUS	1,225.00	243.50	981.50	19.88	622.01
206.336.963.000	EDUCATION & TRAINING	5,550.00	574.00	4,976.00	10.34	1,568.09
206.336.963.001	EDUCATION FIRE PREVENTION	1,000.00	923.49	76.51	92.35	1,007.43
206.336.963.002	INTERNALLY SPONSORED TRAINING EXPENSES	7,500.00	739.15	6,760.85	9.86	14,685.20
206.336.964.000	RESCUE SQUAD TRAINING	3,235.00	676.50	2,558.50	20.91	1,935.42
206.336.966.000	TRF TO EQUIP SAVINGS-MEMO FOR BUDGET	30,000.00	0.00	30,000.00	0.00	0.00
206.336.967.000	CAPITAL OUTLAY BELOW CO POLICY	7,100.00	2,628.95	4,471.05	37.03	13,385.44
206.336.977.001	CAPITAL OUTLAY	5,000.00	29,500.00	(24,500.00)	590.00	0.00
TOTAL EXPENDITURES		278,126.00	139,179.11	138,946.89	50.04	218,950.12
Fund 206 - MID MICHIGAN COMMUNITY FIRE DEPARTMENT:						
TOTAL REVENUES		278,126.00	306,685.99	(28,559.99)	110.27	285,448.25
TOTAL EXPENDITURES		278,126.00	139,179.11	138,946.89	50.04	218,950.12
NET OF REVENUES & EXPENDITURES		0.00	167,506.88	(167,506.88)	100.00	66,498.13

FIRE CHIEF'S REPORT

St. Louis Area Fire Department.
Fire Chiefs Report. February 12, 2019.

1. **2018 Alarms:** 340 total alarms. 61 general alarms, 21 Mutual-aid alarms, 258 medical alarms.
2. **Staffing and Personnel:** currently staffed with 20 souls. Issued a call for applications on the Facebook page in January and received a couple dozen inquiries resulting in one application. Starting processing of four applications.

3. Apparatus:

E-622 Spencer Pumper: Will be installing back-up camera at a cost of \$1400.00.

E-671 US Tanker: Will be installing back-up camera at a cost of \$1400.00.

4. Training:

- a. S. Kelly and G. Kolhoff are enrolled in a pump school at St. Charles in May and June.
- b. March 2, we will host "25 to Survive" a class that addresses 25 critical firefighting issues common to residential buildings.
- c. Thank you for attending "In Honor of the Charleston 9". We have started a study of the significant points and how they apply to the SLAFD.
- d. In response to Dr. Griffins' comments about reading and training, several books have been purchased to start a limited library for our staff to use.

5. Equipment:

- a. New Hurst eDraulic extrication tools are mounted in E-641 and in service.
- b. The high-pressure airbags are now beyond 15 years old and due for replacement. New bags are on order for \$2500 after a 20% credit for trading in the old bags.
- c. Ordered an extractor-washer designed for cleaning turn-out gear at a cost of \$4,000.00. Received a Luneak Family Foundation Grant of \$3800.00 toward this purchase.

6. Other:

- a. Implementation of the Lexipol policy manual remains a work in progress.
- b. Will explore grants to purchase a Lucas CPR Device. These cost about \$16,000.
- c. A committee has been appointed to begin specifications for replacement apparatus for E-641 Spencer Rescue (2002) and E-621 Luverne Pumper (1996). Initial focus is on E-641 due to the response volume and frequency of operation on major highways.
- d. Have had informal discussion with the Ithaca Fire Chief about an expanded automatic mutual-aid policy to include Alma, Breckenridge, Ithaca and St. Louis. This would function with pre-established protocols for who is sent depending on the location of the fire.
- e. EVERYONE is invited to an open-house to recognize Ron Salladay for his 42 years of service to the fire department. The open-house will be in the City Community Room, Saturday, February 23, 1-3:00 P.M. with a brief program at 1:30. Light refreshments will be provided. Please share this with your Boards!!

7. Requests:

- a. How shall I proceed with disposal of the old extrication tools? Advertised on-line they might sell for as much as \$4,500. There has been some interest expressed by a couple of departments with limited resources that wondered about possible donation.
- b. My 2019-20 budget requests include \$225,000 for replacement of E-641 (Spencer Rescue). Because this vehicle rolls on nearly every alarm, I believe replacing this vehicle is of greater priority than replacement of E-621 which is the older vehicle. A new vehicle comes with a number of safety features not on a vehicle of this age and the present vehicle would have a notable value in the marketplace. By the time a spec sheet is finished, "possibly" there would be some grant assistance available.

Respectfully submitted,

Richard L. Apps, Fire Chief

BUDGET ADOPTION RESOLUTION

Adoption of the 2019-2020 Budget

Minutes of the regular meeting of the Mid-Michigan Community Fire Control Board of St. Louis, County of Gratiot, Michigan held on the 12th day of February, 2019, at 5:30 P.M.

Present:

Absent:

The following preamble and resolution were offered by Member Marr, and supported by Member _____:

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 2019-2020 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 2019-2020 Fiscal Year summarized as follows:

FUND BALANCE CHANGE	2019-2020
Beginning Balance - Committed for Equipment	178,913
Additions to Equipment Commitment	80,000
Expenses - Use of Equipment Funds	(225,000)
Ending Balance - Committed for Equipment	33,913
Beginning Balance - Unassigned	208,899
Revenue	278,532
Expenses	(248,532)
Transfers to Equipment Commitment	(30,000)
Ending Balance - Unassigned	208,899

BE IT FURTHER RESOLVED that member contributions are expected as follows for the 2019-2020 Fiscal Year. One half will be payable July 2019 and the other half payable January 2020.

	St. Louis	Bethany	Jasper	Pine River	Total
Member Contributions 2019-2020	97,953.40	41,938.87	67,758.09	62,981.64	270,632.00

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

Fire Chief	\$2,509 annual
Assistant Chief	1,516 annual
Captain	1009 annual
Lieutenant	632 annual
2 nd Lieutenant	288 annual
Equipment Officer	575 annual

Training Officer	575 annual
Fire Fighter II runs/drills	28.75 per run
Rookie run/drills	9.93 per run
Rescue runs	25.88 per run

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:
Nays:
Absent:

Resolution declared adopted this 12th day of February, 2019.

Bobbie Jo Marr, Secretary

CERTIFICATION

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Mid-Michigan Community Fire Control Board, County of Gratiot, Michigan, at a regular meeting held February 12, 2019.

Bobbie Jo Marr, Secretary

FIRE RUNS AND ASSISTS

	FIRE RUNS						RESCUE RUNS
	2015	2016	2017	2018	TOTAL	% RUNS	2018
<i>St. Louis</i>	28.00	24.50	17.75	23.25	93.50	27.10%	165.25
<i>Bethany</i>	22.00	14.50	10.75	15.25	62.50	18.12%	19.25
<i>Jasper</i>	41.00	21.50	21.75	16.25	100.50	29.13%	32.25
<i>Pine River</i>	22.00	22.50	16.75	27.25	88.50	25.65%	41.25
Total	113.00	83.00	67.00	82.00	345.00	100.00%	258.00

Mutual Aid is allocated evenly to the units

Rescue Rate 258.17

	MEMBER CONTRIBUTIONS				
	ST. LOUIS	BETHANY	JASPER	PINE RIVER	TOTAL
FIRE	55,056.29	40,207.71	41,927.63	53,909.67	191,101.30
RESCUE	43,222.35	4,702.95	9,629.85	10,973.55	68,528.70
2015-2016	98,278.64	44,910.66	51,557.48	64,883.22	259,630.00
FIRE	51,387.93	37,752.85	52,394.41	48,368.46	189,903.65
RESCUE	45,685.80	7,614.30	6,494.55	10,301.70	70,096.35
2016-2017	97,073.73	45,367.15	58,888.96	58,670.16	260,000.00
FIRE	50,599.15	39,236.66	52,670.23	47,502.01	190,008.05
RESCUE	37,399.65	4,479.00	8,734.05	12,317.25	62,929.95
2017-2018	87,998.80	43,715.66	61,404.28	59,819.26	252,938.00
FIRE	55,619.33	38,112.18	60,877.59	49,199.36	203,808.46
RESCUE	37,721.46	4,859.82	10,413.90	13,422.36	66,417.54
2018-2019	93,340.79	42,972.00	71,291.49	62,621.72	270,226.00
FIRE	55,290.35	36,969.04	59,432.02	52,332.01	204,023.42
RESCUE	42,663.05	4,969.83	8,326.07	10,649.63	66,608.58
2019-2020	97,953.40	41,938.87	67,758.09	62,981.64	270,632.00

Total Contribution
Needed
270,632.00



ST. LOUIS AREA FIRE DEPARTMENT

CITY OF ST. LOUIS * BETHANY TWP * JASPER TWP * PINE RIVER TWP

Visit: 220 S Main Street
Mail: 300 N Mill Street
St. Louis, Michigan 48880

Richard L. Apps, Chief
Phone: 989.681.8394
Fax: 989.681.8395

Run Report: Dec. 2018.

	<u>DEC 2018</u>		<u>Year to Date</u>	
	<u>Fire</u>	<u>MFR</u>	<u>Fire</u>	<u>MFR</u>
City of St. Louis	2	20	18	165
Bethany Twp.	1	0	10	19
Jasper Twp.	0	0	11	32
Pine River Twp.	1	1	22	41
Mutual-aid	1	0	21	1
TOTAL	5	21(26)	82	258(340)

Complaints: Year to Date: 24

Run Distribution:

	Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
Fires	3	5	6	5	4	4	1	5	6	4	12	4
JAWS	0	0	1	0	0	1	0	2	1	1	0	0
Mutual-aid	4	3	1	0	3	0	3	0	3	0	4	1
MFR	21	19	21	29	28	23	22	23	20	14	16	21
TOTAL:	28	27	29	34	35	28	26	30	30	19	28	26

MUTUAL-AID REPORT:

Mutual-aid Given: Dec. 2018:

12/10 7846 N. Warner Rd. Alma F.D.

Mutual-aid Received: Dec. 2018:

12/18 9119 N. Baldwin Rd. Alma, Breckenridge
12/31 303 Devon Dr. Alma F.D.

RESCUE RATE COMPUTATION

Actual Salaries 2017-18 for Rescue	28,663.25
Fringes	6,185.37
Rescue Squad Training & Supplies	1,935.42
Fuel E-641	673.78
Maintenance	1,719.17
Direct Cost	<u>39,176.99</u>
Indirect Cost, computed from below	<u>19,392.69</u>
Total Rescue Costs	<u>58,569.68</u>

Per run cost without factor for replacement funding	227.01
Factor for Replacement of the rescue unit of \$8040 (10 year)	31.16
Rate to Charge	<u>258.17</u>

Indirect Cost:	
Utilities	10,552.62
Building Maint	2,915.18
Overhead charges	9,694.80
Professional Services	6,382.00
Communications	4,282.67
Insurance	11,272.00
	<u>45,099.27</u>
43% applied to Rescue based on % split of wages between Rescue and Fire	19,392.69

History of fees

Amount computed by Maximus Consulting as a Direct/indirect Cost Rate per Run for 2010. Used 2011 - 2018

	Cost allocation	Equip Depr Allocation	Total
2018-19	186.00	37.95	223.95
2019-20	203.41	28.01	231.42
	227.01	31.16	258.17

MID MICHIGAN FIRE CONTROL BOARD
Calculations as of 01/31/2019

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY THRU 01/31/19	2018-19 AMENDED BUDGET	2018-19 PROJECTED ACTIVITY	2019-20 REQUESTED BUDGET
ESTIMATED REVENUES							
206.000.502.000	FEDERAL GRANTS						50,000
206.000.540.000	STATE GRANT	531					
206.000.665.000	INTEREST	269	420	215	400	400	400
206.000.678.000	MISCELLANEOUS REIMBURSEMENT	1,051	100	1,821			
206.000.695.000	MISCELLANEOUS	23	1,570	624			
206.336.580.000	MEMBER CONTRIBUTIONS OPERATING	260,000	252,938	270,226	270,226	270,226	270,632
206.336.607.000	CLASS FEES/DONATIONS/GRANTS	20,795	14,320		7,500	7,500	7,500
206.336.674.000	CONTRIBUTIONS	15,541	15,500	9,800		9,800	
206.336.675.000	DONATIONS		600	24,000		24,000	
TOTAL ESTIMATED REVENUES		298,210	285,448	306,686	278,126	311,926	328,532
APPROPRIATIONS							
206.336.702.004	SALARY & WAGES - FIREMEN	40,883	37,801	20,677	51,000	42,300	51,000
206.336.702.009	SALARY & WAGES - RESCUE	26,246	28,663	13,714	35,700	29,000	35,700
206.336.710.000	EMPLOYEE BENEFITS	18,120	18,160	7,065	15,763	13,480	14,748
206.336.710.009	EMPLOYEE BENEFITS - RESCUE	5,950	6,185	5,107	10,639	9,439	10,587
206.336.726.000	SUPPLIES	5,048	3,525	2,453	5,344	5,344	5,000
206.336.729.000	POSTAGE		27		250	250	250
206.336.730.000	GAS & FUEL	2,068	2,088	1,337	4,500	3,000	4,500
206.336.781.000	UNIFORMS - TURNOUT GEAR	9,085	28,923	10,634	21,700	21,700	21,135
206.336.801.000	PROFESSIONAL SERVICES	6,320	6,382	5,677	8,937	8,900	8,550
206.336.850.000	COMMUNICATIONS	4,790	4,283	3,715	7,469	7,430	7,054
206.336.859.000	MEALS	210	235	330	1,000	1,000	1,000
206.336.860.000	TRAVEL/CONF/WORKSHOPS	1,212	849		1,900	1,900	1,900
206.336.900.000	PRINTING & PUBLISHING	472			250	250	250
206.336.910.000	INSURANCE & BONDS	10,534	11,272	12,987	12,500	12,987	13,500
206.336.920.000	UTILITIES	6,520	10,553	6,524	14,075	13,200	14,303
206.336.930.000	REPAIRS & MAINTENANCE	22,821	14,189	6,213	13,500	13,500	14,095
206.336.930.003	BUILDING MAINTENANCE	3,564	2,915	2,515	3,100		3,564
206.336.950.000	OVERHEAD CHARGES	9,552	9,695	4,944	9,889	9,889	10,136
206.336.956.000	MISCELLANEOUS	1,160	622	244	1,225	1,225	1,225
206.336.963.000	EDUCATION & TRAINING	1,367	1,568	574	5,550	5,550	5,650
206.336.963.001	EDUCATION FIRE PREVENTION	1,087	1,007	923	1,000	1,200	1,200
206.336.963.002	INTERNALLY SPONSORED TRAINING EXP	11,217	14,685	739	7,500	7,500	7,500
206.336.964.000	RESCUE SQUAD TRAINING	4,810	1,935	677	3,235	3,000	3,235
206.336.966.000	TRF TO EQUIP SAVINGS-MEMO FOR BUD				30,000	30,000	30,000
206.336.967.000	CAPITAL OUTLAY BELOW CO POLICY	2,097	13,385	2,629	7,100	3,000	12,450
206.336.977.001	CAPITAL OUTLAY	13,630		29,500	5,000	29,500	225,000
TOTAL APPROPRIATIONS		208,763	218,947	139,178	278,126	274,544	503,532
NET OF REVENUES/APPROPRIATIONS - FUND 206		89,447	66,501	167,508		37,382	(175,000)

MID MICHIGAN FIRE CONTROL BOARD
Calculations as of 01/31/2019

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ESTIMATED REVENUES							
206.000.502.000	FEDERAL GRANTS						50,000
	REPLACEMENT E-61 RD GRANT						50,000
206.000.540.000	STATE GRANT	531					
206.000.665.000	INTEREST	269	420	215	400	400	400
	EST					400	400
206.000.678.000	MISCELLANEOUS REIMBURSEMENT	1,051	100	1,821			
206.000.695.000	MISCELLANEOUS	23	1,570	624			
206.336.580.000	MEMBER CONTRIBUTIONS OPERATING	260,000	252,938	270,226	270,226	270,226	270,632
	ST LOUIS					93,341	97,953
	BETHANY					42,972	41,939
	JASPER					71,291	67,758
	PINE RIVER					62,622	62,982
	GL # FOOTNOTE TOTAL:					270,226	270,632
206.336.607.000	CLASS FEES/DONATIONS/GRANTS	20,795	14,320		7,500	7,500	7,500
	EST					7,500	7,500
206.336.674.000	CONTRIBUTIONS	15,541	15,500	9,800		9,800	
	FOR EQUIP					9,800	
206.336.675.000	DONATIONS		600	24,000		24,000	
	FOR EQUIP					24,000	
TOTAL ESTIMATED REVENUES		298,210	285,448	306,686	278,126	311,926	328,532
APPROPRIATIONS							
206.336.702.004	SALARY & WAGES - FIREMEN	40,883	37,801	20,677	51,000	42,300	51,000
	INCREASE 2% - BUT USED SAME LEVEL EXP AS PRIOR YEARS					42,300	51,000
206.336.702.009	SALARY & WAGES - RESCUE	26,246	28,663	13,714	35,700	29,000	35,700
	INCREASE 2% - BUT TOTAL REQUEST IS AT PRIOR YEAR LEVEL					29,000	35,700
206.336.710.000	EMPLOYEE BENEFITS	18,120	18,160	7,065	15,763	13,480	14,748
	FICA					3,236	3,902
	DISABILITY & ACCIDENT					1,922	2,030
	PHYSICALS					4,800	5,220
	WORKERS COMP					3,522	3,596
	GL # FOOTNOTE TOTAL:					13,480	14,748
206.336.710.009	EMPLOYEE BENEFITS - RESCUE	5,950	6,185	5,107	10,639	9,439	10,587
	FICA					2,219	2,732
	DISABILITY					1,392	1,470
	PHYSICALS					3,276	3,780

MID MICHIGAN FIRE CONTROL BOARD
 Calculations as of 01/31/2019

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY THRU 01/31/19	2018-19 AMENDED BUDGET	2018-19 PROJECTED ACTIVITY	2019-20 REQUESTED BUDGET
APPROPRIATIONS							
	WORKERS COMP					2,552	2,605
	GL # FOOTNOTE TOTAL:					9,439	10,587
206.336.726.000	SUPPLIES	5,048	3,525	2,453	5,344	5,344	5,000
	PROJ						
	FIRECAP 2 @ 1465						2,930
	HOUSKEEPING SUPPLIES						500
	OFFICE SUPPLIES						600
	OIL ABSORBENT						144
	OTHER						826
	GL # FOOTNOTE TOTAL:					5,344	5,000
206.336.729.000	POSTAGE		27		250	250	250
	USPS					200	200
	OTHER					50	50
	GL # FOOTNOTE TOTAL:					250	250
206.336.730.000	GAS & FUEL	2,068	2,088	1,337	4,500	3,000	4,500
	PY ALLOTMENT - USUALLY ACTUAL USE IS LESS					3,000	4,500
206.336.781.000	UNIFORMS - TURNOUT GEAR	9,085	28,923	10,634	21,700	21,700	21,135
	PROJ					21,700	
	HELMETS 5 @ 375						1,875
	HOODS 6 @ 110						660
	COATS 7 @ 1200						8,400
	PANTS 7 @ 800						5,600
	BOOTS 6 @ 275						1,650
	GLOVES 18 @ 68						1,224
	FACESHIELDS 3 @40						120
	BADGES 5 @ 55						275
	WILDLAND SET 4 @ 190						760
	GOGGLES 5 @ 56						280
	MISC						291
	GL # FOOTNOTE TOTAL:					21,700	21,135
206.336.801.000	PROFESSIONAL SERVICES	6,320	6,382	5,677	8,937	8,900	8,550
	PROJ					8,900	

MID MICHIGAN FIRE CONTROL BOARD
 Calculations as of 01/31/2019

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY THRU 01/31/19	2018-19 AMENDED BUDGET	2018-19 PROJECTED ACTIVITY	2019-20 REQUESTED BUDGET
APPROPRIATIONS							
	AUDIT						2,850
	MICROSOFT LICENSES						96
	ESO SOLUTIONS						2,869
	LEXIPOL						2,735
	GL # FOOTNOTE TOTAL:					8,900	8,550
206.336.850.000	COMMUNICATIONS	4,790	4,283	3,715	7,469	7,430	7,054
	PROJ					7,430	
	RADIO REPAIR 4						400
	PAGER REPAIR 8						800
	RADIO BATTERIES 6						444
	PAGER BATTERIES 12						300
	NEW RADIO 2						1,550
	NEW PAGER						1,760
	ACTIVE 911						300
	OTHER						1,500
	GL # FOOTNOTE TOTAL:					7,430	7,054
206.336.859.000	MEALS	210	235	330	1,000	1,000	1,000
	STANDARD ALLOWANCE					1,000	1,000
206.336.860.000	TRAVEL/CONF/WORKSHOPS	1,212	849		1,900	1,900	1,900
	FIRE ACADEMY 2					900	900
	OTHER					1,000	1,000
	GL # FOOTNOTE TOTAL:					1,900	1,900
206.336.900.000	PRINTING & PUBLISHING	472			250	250	250
	STANDARD ALLOCATION					250	250
206.336.910.000	INSURANCE & BONDS	10,534	11,272	12,987	12,500	12,987	13,500
	POOL PREMIUM RENEWAL					12,987	13,500
206.336.920.000	UTILITIES	6,520	10,553	6,524	14,075	13,200	14,303
	SNOW REMOVAL						2,000
	WATER/SEWER/ELECT						4,800
	CONSUMERS NATURAL GAS						3,000
	CHARTER - CABLE						2,628
	IT RIGHT						1,575

MID MICHIGAN FIRE CONTROL BOARD
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GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY THRU 01/31/19	2018-19 AMENDED BUDGET	2018-19 PROJECTED ACTIVITY	2019-20 REQUESTED BUDGET
APPROPRIATIONS							
	DEFIB PADS & ELECTODES						
	SUPPLIES						300
	CPR CLASS						375
	MFR CLASS						450
	DEFIB BATERIES						600
	GL # FOOTNOTE TOTAL:						
206.336.966.000	TRF TO EQUIP SAVINGS-MEMO FOR BUD				30,000	3,000 30,000	3,235 30,000
206.336.967.000	STANDARD ALLOCATION - FOR BUDGET ONLY					3,000	30,000
	CAPITAL OUTLAY BELOW CO POLICY	2,097	13,385	2,629	7,100	3,000	12,450
	PROJ					3,000	
	HOSE 10						1,100
	SCBA MASK SPEAKERS 4						1,400
	SCBA CYLINDERS 4						3,600
	INSTALL AIR PRIME E-622						4,500
	TRAFFIC CONES						850
	MISC						1,000
	GL # FOOTNOTE TOTAL:						
206.336.977.001	CAPITAL OUTLAY	13,630		29,500	5,000	3,000 29,500	12,450 225,000
	RAM/SPREADER						
	REPLACE E-641 (IF GRANT FUNDS AVAILABLE)						225,000
	GL # FOOTNOTE TOTAL:					29,500	225,000
TOTAL APPROPRIATIONS		208,763	218,947	139,178	278,126	274,544	503,532
NET OF REVENUES/APPROPRIATIONS - FUND 206		89,447	66,501	167,508		37,382	(175,000)