

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, February 12, 2019.

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

Members Absent: NA

Others in Attendance: Fire Chief Rich Apps, Dick Prestage, Bill Coty

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

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

Moved by Member Marr, supported by Member Long, to approve the appointment of 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 13, 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 November 1, 2018 to January 31, 2019 in the amount of \$76,569.66. All ayes carried the motion.

**Financial Statements.**

The Fire Board reviewed and discussed the Financial Statements of January 31, 2019 and placed on file.

**Audited Financial Statements.**

Audited Financial Statements for year ended June 30, 2018 were reviewed, discussed and placed on file.

**Set Meeting Dates & Times.**

Moved by Member Marr, supported by Member Giles, to approve meeting dates and times for the mid-Michigan Community Fire Board for 2019-2020 as the 2<sup>nd</sup> Tuesday of August, November, February and May at 5:30 pm, meetings to be held at City Hall. All ayes carried the motion.

Meeting Schedule will be as follows:

August 13, 2019

November 12, 2019

February 11, 2020

May 12, 2020

**Fire Chief's Report.**

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

Motion by Member Beeson, supported by Member Giles, to offer the used extrication equipment for sale by best offer to a public agency. All ayes carried the motion

**Adoption of the 2019-2020 Budget – Resolution 2019-01**

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

**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	208,913
Additions to Equipment Commitment	80,000
Expenses - Use of Equipment Funds	(225,000)
<b>Ending Balance - Committed for Equipment</b>	<b>63,913</b>
Beginning Balance - Unassigned	208,899
Revenue	278,532
Expenses	(248,532)
Transfers to Equipment Commitment	(30,000)
<b>Ending Balance - Unassigned</b>	<b>208,899</b>

**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 <sup>nd</sup> 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: Marr, Giles, Bajena, Long, Beeson  
Nays: None  
Absent: None

**Community Facility Loans and Grants (Equipment and Vehicles) Federal Catalog Number 10.766.**

Member Marr requested Board authorize the Fire Chief and/or Board Secretary to execute and sign documents related to the pre-application submission, application, and acceptance of Community Facility Loans and Grants (Equipment and Vehicles) Federal Catalog Number 10.766. Commit, as a first priority, Equipment Reserves as the Fire Departments share of match funds for the program to the extent needed.

Moved by Member Long, supported by Member Bajena, to authorize the Fire Chief and/or Board Secretary to execute and sign documents related to the pre-application submission, application, and acceptance of Community Facility Loans and Grants (Equipment and Vehicles) Federal Catalog Number 10.766. Commit, as a first priority, Equipment Reserves as the Fire Departments share of match funds for the program to the extent needed. Additionally this authorization, if needed, is extended to any other grant opportunities for equipment which they may find.

**Other Business.**

None.

**Public Comment.**

Chairman Beeson at sometime in the near future would like to have some strategic planning sessions to talk about future fire truck replacements as well as other equipment. Additionally to do some succession planning.

Member Bajena expressed her appreciation for the education course on the Charleston 9.

Chief Apps gave kudos to Bill Coty for all his work in organizing and putting together fantastic training programs.

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

Bobbie Jo Marr, Secretary