

***Hamilton Fire Department
Meeting Minutes
December 16, 2021***

1. Call to order

The meeting was called to order at 7:04 am by Ron Jones. Jones entertained any opening comments. There were none. Ron Jones opened with prayer.

2. Roll call

Heath Township: Ron Jones, Missy Harvey Manlius Township: Lowell Winne, Barbara VanGelderén Fillmore Township: Bob Younker, Tim Hoffman

3. Approval of minutes from last meeting

Received the Interlocal Fire Board minutes from the June 17th 2021 meeting as information. All in favor.

4. 2021 Annual Report

Dave presented the report.

- a) Operating Expenses for the first six months of the 2021/2022 fiscal year is \$240,966.86 which is 45.5% of the Operational Budget. Call volume has increased 12.5% above last year. To date, Operational Budget is averaging 4.5% below projections.
- b) The Department is working on another FEMA grant for the new SCBA Air Packs the Department needs.
- c) The Department has completed 16 hours of Medical and 36 hours of Fire Continuing Education with the State.
- d) The Department continues to use the Live Fire Training Facility in Saugatuck for fire training.
- e) The Department was awarded a \$4,896.00 Safety Grant from the Michigan Township Participating Plan which was used to install reflective chevron striping on the rear of the fire apparatus.
- f) The Department continues to be blessed with volunteers who answer the calls 24/7 and willingly serve the community the best they can.
- g) Presented Part “A” of the Capital Equipment for the proposed budget year of 2022/2023 – 8 sets of SCBA air packs w/4500 PSI 30 minute air cylinders = \$69,550.00
- h) Presented Part “B” of the Capital Equipment for the proposed budget year of 2022/2023 – Light duty Medical First Response Vehicle = \$195,000.00
- i) Presented Part “C” of the Capital Equipment for the proposed budget year of 2022/2023 - 30’ x 50’, 1500 sq ft building addition post frame to the current fire barn = \$180,000.00

5. Briefing on the 6 month fiscal year audit

Missy and Dave discussed the Audit performed by Siegfried Crandall, PC on December 15, 2021. They will be sending the results to us by the end of December 2021.

6. Update SEV's for the Interlocal Agreement

Reviewed by all 3 Townships and it was decided by all to leave the percent of ownership values as they are.

7. Amend the 2021/2022 Capital Equipment Budget

Discussion on amending the budget for the SCBA air packs because the FEMA grant would not be awarded till next fiscal year (2022/2023) for the packs so the purchase is being held off in hopes of the grant. Decision was made not to change any budget amounts this fiscal year, but to see if the grant is awarded and decide then to amend payment amounts for fiscal year 2022/2023.

8. 2022/2023 Operational and Capital Equipment Budgets

Approve the 2022/2023 Budget:

- a) Wage/Salary Adjustments of 2.5% - Motion by Younker with support from VanGelderens to accept wage increase. Vote taken, unanimously approved
- b) Operational Expense Budget less Capital Expenditures – Motion by Winne, with support from Hoffman to accept the budget as presented. Vote taken, unanimously approved.
- c) Capital Equipment:
 - a. Part “A” – SCBA Air packs – Motion by Winne with support from Younker to accept the SCBA Air packs as presented into the budget. Vote taken, unanimously approved.
 - b. Part “B” – Light Duty Medical First Response Vehicle – Motion by Winne with support from Younker to accept the Response Vehicle into the budget as presented. Vote taken, unanimously approved.
 - c. Part “C” – 30’ x 50’, 1500 sq. ft. building addition post frame to current fire barn – motion by VanGelderens with support from Harvey to accept Fire Barn addition into the budget as presented. Vote taken, unanimously approved.
- d) Table authorization for Heath Township to be the one Unit to enter into finance agreement for Part “B” and “C” if needed. Board members are going to go back to each Township Board and discuss funding first.

9. New Business – None

10. Round Table – None

11. Next Meeting: - To be determined.

10. Adjourned

Motion by Winne with support from Younker and unanimously approved to adjourn the meeting at 8:19 am.

Minutes submitted by Clerk Missy Harvey.

