

***Hamilton Fire Department  
Meeting Minutes  
December 15, 2022***

**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. Bob Younker opened with prayer.

**2. Roll call**

Heath Township: Ron Jones, Missy Harvey Manlius Township: Lowell Winne, Barbara VanGelderren Fillmore Township: Bob Younker, Tim Hoffman  
Also present from Hamilton Fire Department: Dave Haverdink, Brian Kempkers, Mike Capel

**3. Approval of minutes from last meeting**

Received the Interlocal Fire Board minutes from the June 22, 2022 meeting as information. All in favor.

**4. Public Comments**

None

**5. 2022 Annual Report**

Dave presented the report.

- a) Operating Expenses for the first six months of the 2022/2023 fiscal year is \$209,620.00 which is 7% under the projections of the \$225,730.00 budget as of November 30, 2022. HF&R has responded to 452 incidents to date.
- b) The Department is still under consideration of FEMA grant for SCBA.
- c) New addition is nearing completion. Contractor is Wedeven Bros. Construction.
- d) New Light Rescue Vehicle is scheduled for delivery in March of 2023.
- e) Gave update on radio tower and new paging system.
- f) Gave update on Live Training Facility in Saugatuck
- g) Gave update on drone program
- h) Continuing to work with Law Enforcement and area Schools and Rescue Task Force response.
- i) Continue to have an increase in water/ice rescues

**6. Audit and additional policy information**

Yearly Audit went great. Discussion on how to handle excess funds above Reserve Operations Fund Balance. Motion by Hoffman with support from Winne to invest funds above the excess \$110,000.00 reserve funds in approved financial institutions following guideline from Investment policy. Vote taken, all in favor, motion carried. Discussion on the Investment policy to mirror Heath Township's as presented and to be rewritten as needed by Attorney. Upon completion, Board will need to approve via email and amend

Interlocal Agreement to include investment information as well as send policy to Auditor.

**7. 2023/2024 Operational and Capital Equipment Budgets**

Approve the 2023/2024 Budget:

- a) Wage/Salary Adjustments of 6% - Motion by Younker with support from Winne to accept wage increase. Vote taken, unanimously approved, motion carried
- b) Operational Expense Budget less Capital Expenditures – Motion by Hoffman with support from Winne to accept the budget as presented. Vote taken, unanimously approved, motion carried.
- c) Capital Equipment items- Motion by Harvey with support from Winne to accept the Capital Equipment items as presented. Vote taken, unanimously approve, motion carried.

**8. New Business**

- a) Motion from Winne with support from Hoffman to appoint Dave Haverdink as Fire Chief for 5 years retroactive from 2020 to 2025. Vote taken, all in favor, motion carried.
- b) Attorney is writing up the Lease that needs to be on record for the Interlocal Agreement. Will present and approve via email to the board when completed.

**9. Round Table** – All Townships thanked the Fire Department for all their great work.

**10. Next Meeting:** - June 15, 2023 at 7:00 am.

**11. Adjourned**

Motion by Winne with support from Hoffman and unanimously approved to adjourn the meeting at 8:07 am.

Minutes submitted by Clerk Missy Harvey.