

Mid-Michigan Community Fire Control Board

Meeting Agenda

Tuesday, November 12, 2019

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

1. Call to Order.
2. Roll Call.
3. Approval of Meeting Minutes – Regular Meeting August 13, 2019
4. Public Comments: restricted to (3) three minutes regarding issues not on this agenda.
5. Claims & Accounts -
 August 1, 2019 through October 31, 2019 for \$47,201.60. (Approve)
6. Financial Statements 6/30/2019 (Receive and place on file)
7. Financial Statements 10/31/2019 (Receive and place on file)
8. Fire Chief's Report (Receive and place on file)
9. Temporary Dispatch Center – Dan Morden, Central Dispatch Director
10. Fire Chief Job Description
11. Other Business
12. Public Comment
13. 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 Vice-Chair Kurt Giles at 5:30p.m., on Tuesday, August 13, 2019.

Members Present: Vice-Chair Kurt Giles, Bobbie Marr, Carmen Bajena,
Members Absent: Kevin Beeson (excused), Don Long
Others in Attendance: Fire Chief Rich Apps, Dick Prestage, Bill Coty, Brian Woods, Ralph Ectinaw – St. Louis Sentinel

Minutes.

Moved by Member Bajena, supported by Member Marr, to approve the minutes of the May 14, 2019 meeting. All ayes carried the motion.

Public Comment.

None

Claims and Accounts.

The Fire Board reviewed the Claims & Accounts.

Moved by Member Marr, supported by Member Bajena, to approve the Claims & Accounts for May 1, 2019 to July 31, 2019 in the amount of \$67,410.25. All ayes carried the motion.

Financial Statements.

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

Fire Chief's Report.

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

There was additional discussion regarding radio towers and some of the future concerns with changes being proposed.

Resolution 2019-03 - Approval of St. Louis Area Fire Department to Participate in the Gratiot Community Mutual Aid Box Alarm System Division

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

WHEREAS, the Mid-Michigan Community Fire Control Board a.k.a. St. Louis Area Fire Department has the power, privilege and authority to maintain and operate a fire department providing fire protection, fire suppression, emergency medical services, technical rescue, hazardous incident response, and other emergency response services ("Fire Services"); and

WHEREAS, Fire Services can further be improved by cooperation between political subdivisions during times of public emergency, conflagration or disaster ("Incidents"); and

WHEREAS, the Michigan Constitution of 1963, Article 7, 28, and the Urban Cooperation Act of 1967, Act No. 7 of the Public Acts of 1967, Ex. Sess., being MCL 124.501 et seq. (the "Act"), permit a political subdivision to exercise jointly with any other political subdivision any power, privilege or authority which such political subdivisions share in common and which each might exercise separately; and

WHEREAS, the Mid-Michigan Community Fire Control Board desires to enter into an interlocal agreement, pursuant to the Act, to further improve Fire Services; and

WHEREAS, the Mutual Aid Box Alarm System (MABAS), is a mechanism that may be used for deploying personnel and equipment in a multi-jurisdictional or multi-agency emergency mutual aid response; and

WHEREAS, as a result of entering into an interlocal agreement to further improve Fire Services, the Parties are creating the Gratiot County MABAS Division; and

WHEREAS, Mid-Michigan Community Fire Control Board has the authority to execute this Agreement pursuant to resolution of its governing body; and

WHEREAS, Mid-Michigan Community Fire Control Board desires to commit personnel and equipment to another Party if deemed reasonable upon the request of another Party; and

NOW, THEREFORE BE IT RESOLVED: The Mid-Michigan Community Fire Control Board a.k.a. St. Louis Area Fire Department finds it is the best interest of its citizens from a safety and fiscal standpoint to enter into the Interlocal Agreement creating the Gratiot County MABAS Division.

Ayes: Marr, Bajena, Giles

Nays: NA

Absent: Beeson, Long

Resolution declared adopted this 13th day of August, 2019.

Other Business.

None.

Public Comment.

None.

The meeting was adjourned at 6:00 p.m.

Bobbie Jo Marr, Secretary

CLAIMS AND ACCOUNTS

Check Date	Check	Vendor Name	Amount
Bank 0023 FIRE - MID MICHIGAN			
08/05/2019	54(E)	FIRE DEPARTMENT PAYROLL FUND Void Reason: WRONG DATE	0.00 V
08/29/2019	56(E)	FIRE DEPARTMENT PAYROLL FUND	5,167.95
09/30/2019	57(E)	FIRE DEPARTMENT PAYROLL FUND	7,799.58
10/24/2019	58(E)	FIRE DEPARTMENT PAYROLL FUND	4,341.41
08/05/2019	4617	ALLIED 100	280.00
08/05/2019	4618	BREATHING AIR SYSTEMS	696.75
08/05/2019	4619	CHARTER COMMUNICATIONS	239.54
08/05/2019	4620	CITY OF ST LOUIS	1,277.81
08/05/2019	4621	CITY OF ST LOUIS, PAYROLL Void Reason: EFT	0.00 V
08/05/2019	4622	FIRE SUPPRESSION PRODUCTS	1,475.00
08/05/2019	4623	FRONT LINE SERVICES, INC	1,625.00
08/05/2019	4624	MIDMICHIGAN HEALTH	230.00
08/05/2019	4625	MY-LOR INC	302.33
08/05/2019	4626	PETER'S HARDWARE	18.00
08/05/2019	4627	VFIS	3,525.32
08/05/2019	4628	WILLIAM COTY	45.48
08/21/2019	4629	BLARNEY CASTLE FLEET PROGRAM	200.96
08/21/2019	4630	CITY OF ST LOUIS PURCHASE CARDS	8.00
08/21/2019	4631	CONSUMERS ENERGY	32.69
08/21/2019	4632	EMERGENCY MEDICAL PRODUCTS, INC	24.68
08/21/2019	4633	EMERGENCY MEDICAL PRODUCTS, INC	598.59
08/21/2019	4634	FRONT LINE SERVICES, INC	495.00
08/21/2019	4635	FRONT LINE SERVICES, INC	512.50
08/21/2019	4636	FRONT LINE SERVICES, INC	317.50
08/21/2019	4637	GREATAMERICA LEASING CORP	7.50
08/21/2019	4638	KEITH MCJILTON	54.59
08/21/2019	4639	MY-LOR INC	14.76
08/21/2019	4640	PETER'S HARDWARE	50.00
08/21/2019	4641	POWELL'S SERVICE INC	222.11
08/21/2019	4642	VETERAN'S ALARM	65.00
08/21/2019	4643	WILLIAM COTY	38.78
09/04/2019	4644	ARNOLD SALES COMPLETE JANITOR INC	105.23
09/04/2019	4645	CHARTER COMMUNICATIONS	239.54
09/04/2019	4646	CITY OF ST LOUIS	1,333.73
09/04/2019	4647	EMERGENCY MEDICAL PRODUCTS, INC	218.85
09/04/2019	4648	FIREHOUSE MAGAZINE	39.95
09/04/2019	4649	FIRST DUE FIRE SUPPLY	861.04
09/04/2019	4650	FRONT LINE SERVICES, INC	1,225.99
09/04/2019	4651	PETER'S HARDWARE	40.00
09/04/2019	4652	RICHARD APPS	253.37
09/04/2019	4653	SEAN KELLY	45.46
09/04/2019	4654	WEST SHORE FIRE, INC	1,092.05
09/18/2019	4655	CITY OF ST LOUIS	844.66
09/18/2019	4656	CITY OF ST LOUIS PURCHASE CARDS	8.00
09/18/2019	4657	CONSUMERS ENERGY	27.11
09/18/2019	4658	DISCOUNT DUMPSTER LLC	105.00
09/18/2019	4659	GREATAMERICA LEASING CORP	5.46
09/18/2019	4660	I.T. RIGHT, INC.	1,590.00
09/18/2019	4661	JANSON EQUIPMENT COMPANY	868.48
09/30/2019	4662	BLARNEY CASTLE FLEET PROGRAM	396.33
09/30/2019	4663	CHARTER COMMUNICATIONS	239.54
09/30/2019	4664	DISCOUNT DUMPSTER LLC	105.00
09/30/2019	4665	GRATIOT COUNTY FIRE CHIEF'S ASSOC	120.00
09/30/2019	4666	JANSON EQUIPMENT COMPANY	1,029.28
09/30/2019	4667	KEITH MCJILTON	47.80
09/30/2019	4668	MIDLAND CO FIRE CHIEFS ASSOC	50.00
09/30/2019	4669	PETER'S HARDWARE	30.00
09/30/2019	4670	RICHARD APPS	487.61
09/30/2019	4671	SPENCER MANUFACTURING, INC	155.00
10/14/2019	4672	CITY OF ST LOUIS	432.57
10/16/2019	4673	CADILLAC GARAGE DOOR INC.	364.38
10/16/2019	4674	CITY OF ST LOUIS	844.66
10/16/2019	4675	CITY OF ST LOUIS PURCHASE CARDS	746.54
10/16/2019	4676	CONSUMERS ENERGY	29.74
10/16/2019	4677	CUMMINS SALES AND SERVICE	1,419.55
10/16/2019	4678	EMERGENCY MEDICAL PRODUCTS, INC	299.40
10/16/2019	4679	GREATAMERICA LEASING CORP	12.78
10/16/2019	4680	JANSON EQUIPMENT COMPANY	352.68
10/16/2019	4681	KEN'S CULLIGAN	17.61
10/16/2019	4682	MICHIGAN ASSOC OF FIRE CHIEFS	105.00
10/16/2019	4683	SPENCER MANUFACTURING, INC	812.62
10/24/2019	4684	BLARNEY CASTLE FLEET PROGRAM	291.10
10/30/2019	4685	CHARTER COMMUNICATIONS	241.66

0023 TOTALS:

11/07/2019 01:53 PM

User: BOBBIE

DB: St Louis

CHECK REGISTER FOR CITY OF ST LOUIS
CHECK DATE FROM 08/01/2019 - 10/31/2019

Page: 2/2

Check Date	Check	Vendor Name	Amount
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(2 Checks Voided)

Total of 71 Disbursements:

47,201.60

CHECK DISBURSEMENT REPORT FOR CITY OF ST LOUIS

CHECK DATE FROM 08/01/2019 - 10/31/2019

Banks: 0023

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
08/05/2019	0023	4617	1463692	ALLIED 100	BATTERY FOR AED	206.336.964.000	280.00
08/05/2019	0023	4618	1091194-IN	BREATHING AIR SYSTEMS	AIR TEST-SEMI ANNUAL -CARTIRIDGES/	206.336.930.000	696.75
08/05/2019	0023	4619	0050808071219	CHARTER COMMUNICATIONS	CABLE/INTERNET-FIRE	206.336.920.000	239.54
08/05/2019	0023	4620	07252019	CITY OF ST LOUIS	UTILITIES-FIRE	206.336.920.000	433.48
		4620	19-0001064		OVERHEAD SERVICE CHARGES	206.336.950.000	844.33
							1,277.81
08/05/2019	0023	4621	07122019	CITY OF ST LOUIS, PAYROLL	GROSS WAGES ENDING 06/30/19		** VOIDED **
08/05/2019	0023	4622	16247	FIRE SUPPRESSION PRODUCTS	55 GAL FIRE CAP PLUS 55 GALLON DRU	206.336.726.000	1,475.00
08/05/2019	0023	4623	32670	FRONT LINE SERVICES, INC	FOL DA TANK ALUMINUM	206.336.967.000	1,625.00
08/05/2019	0023	4624	07172019	MIDMICHIGAN HEALTH	FIRE DEPT PHYSICALS	206.336.710.000	230.00
08/05/2019	0023	4625	31467	MY-LOR INC	LAMINATED ID TAGS	206.336.726.000	302.33
08/05/2019	0023	4626	A148284	PETER'S HARDWARE	COPPER PIPE FITTING	206.336.930.000	18.00
08/05/2019	0023	4627	182822117	VFIS	LIFE INSURANCE POLICY 08/18/19-08/	206.336.710.000	3,525.32
08/05/2019	0023	4628	07152019	WILLIAM COTY	DINNER FOR PUMP TRAINING	206.336.859.000	45.48
08/21/2019	0023	4629	08012019F	BLARNEY CASTLE FLEET PROGR	FUEL CHARGES-FIRE	206.336.730.000	200.96
08/21/2019	0023	4630	E02008JJ7P-F	CITY OF ST LOUIS PURCHASE	MICROSOFT-FIRE	206.336.801.000	8.00
08/21/2019	0023	4631	204120582741	CONSUMERS ENERGY	ENERGY CHARGES-FIRE	206.336.920.000	32.69
08/21/2019	0023	4632	2091019	EMERGENCY MEDICAL PRODUCTS	SUCTION CANISTER/SUCTION TIP	206.336.964.000	24.68
08/21/2019	0023	4633	2089233	EMERGENCY MEDICAL PRODUCTS	S-SCORT SUCTION UNIT	206.336.964.000	598.59
08/21/2019	0023	4634	32711	FRONT LINE SERVICES, INC	PUMP MAINTENANCE	206.336.930.000	495.00
08/21/2019	0023	4635	32712	FRONT LINE SERVICES, INC	PUMP MAINTENANCE	206.336.930.000	512.50
08/21/2019	0023	4636	32713	FRONT LINE SERVICES, INC	PARTS/LABOR	206.336.930.000	317.50
08/21/2019	0023	4637	25237689F	GREATAMERICA LEASING CORP	COPIES-FIRE	206.336.726.000	7.50
08/21/2019	0023	4638	07292019	KEITH MCJILTON	REIMBURSEMENT FOR WRENCHS	206.336.726.000	16.95
		4638	07262019		REIMBURSMENT-BACK UP BATTERIES	206.336.930.003	37.64
							54.59
08/21/2019	0023	4639	31514	MY-LOR INC	ID TAGS	206.336.726.000	14.76
08/21/2019	0023	4640	A148418	PETER'S HARDWARE	SURGE PROTECTOR/BATTERY	206.336.930.000	30.00
		4640	A148388		RELAY FOR LIFE PAINT BRUSHES	206.336.963.001	20.00

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CHECK DATE FROM 08/01/2019 - 10/31/2019

Banks: 0023

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							50.00
08/21/2019	0023	4641	333571	POWELL'S SERVICE INC	PLUMBING REPAIRS-FIRE DEPT	206.336.930.000	222.11
08/21/2019	0023	4642	185044	VETERAN'S ALARM	LABOR TO CHECK SYSTEM ADJUST DOOR	206.336.930.003	65.00
08/21/2019	0023	4643	08052019	WILLIAM COTY	REIMBURSEMENT-FOG JUICE FOR SMOKEH	206.336.963.001	38.78
09/04/2019	0023	4644	1287239	ARNOLD SALES COMPLETE JANI	PAPERTOWELS	206.336.726.000	105.23
09/04/2019	0023	4645	0050808081219	CHARTER COMMUNICATIONS	CABLE/INTERNET-FIRE	206.336.920.000	239.54
09/04/2019	0023	4646	08282019F	CITY OF ST LOUIS	UTILITIES-FIRE	206.336.920.000	489.40
		4646	19-0001115		OVERHEAD SERVICE CHARGES	206.336.950.000	844.33
							1,333.73
09/04/2019	0023	4647	209307	EMERGENCY MEDICAL PRODUCTS	OXYGEN REGULATOR/KERLIX STERILE RO	206.336.964.000	218.85
09/04/2019	0023	4648	08222019	FIREHOUSE MAGAZINE	SUBSCRIPTION RENEWAL	206.336.963.000	39.95
09/04/2019	0023	4649	19-844	FIRST DUE FIRE SUPPLY	HELMET SHIELD/GLOVES	206.336.781.000	861.04
09/04/2019	0023	4650	32754	FRONT LINE SERVICES, INC	SEAT BUCKLE SWITCH	206.336.930.000	1,225.99
09/04/2019	0023	4651	A148519	PETER'S HARDWARE	RUBBER Mallet	206.336.726.000	20.00
		4651	A148485		BATTERIES	206.336.930.000	20.00
							40.00
09/04/2019	0023	4652	08122019	RICHARD APPS	LANDING ZONE LIGHTS	206.336.726.000	253.37
09/04/2019	0023	4653	07282019	SEAN KELLY	FIRE PREVENTION HOUSE MATERIALS	206.336.963.001	45.46
09/04/2019	0023	4654	19944	WEST SHORE FIRE, INC	FUNCTIONAL TEST AIR PACK/O-RING/VI	206.336.930.000	1,092.05
09/18/2019	0023	4655	19-0001165	CITY OF ST LOUIS	OVERHEAD SERVICE CHARGES	206.336.950.000	844.66
09/18/2019	0023	4656	E0200828Y3F	CITY OF ST LOUIS PURCHASE	MICROSOFT 365-FIRE	206.336.801.000	8.00
09/18/2019	0023	4657	203408703215	CONSUMERS ENERGY	ENERGY CHARGES-FIRE	206.336.920.000	27.11
09/18/2019	0023	4658	23794	DISCOUNT DUMPSTER LLC	MOWING-FIRE DEPT	206.336.920.000	105.00
09/18/2019	0023	4659	25416225F	GREATAMERICA LEASING CORP	COPIES-FIRE	206.336.726.000	5.46
09/18/2019	0023	4660	20161366	I.T. RIGHT, INC.	IT SERVICES	206.336.920.000	1,590.00
09/18/2019	0023	4661	X445973	JANSON EQUIPMENT COMPANY	#621 REPAIRS	206.336.930.000	480.51
		4661	X445965		REPAIRS E641	206.336.930.000	387.97
							868.48
09/30/2019	0023	4662	09232019F	BLARNEY CASTLE FLEET PROGR	FUEL CHARGES-FIRE	206.336.730.000	396.33

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
09/30/2019	0023	4663	0050808091219	CHARTER COMMUNICATIONS	CABLE/INTERNET-FIRE	206.336.920.000	239.54
09/30/2019	0023	4664	20423	DISCOUNT DUMPSTER LLC	MOWING	101.371.818.000	105.00
09/30/2019	0023	4665	1742	GRATIOT COUNTY FIRE CHIEF'	ESRT MANAGING FARM EMERGENCIES	206.336.963.000	120.00
09/30/2019	0023	4666	X446044	JANSON EQUIPMENT COMPANY	REPAIRS E-622	206.336.930.000	510.04
		4666	X446050		REPAIRS INT'L 4400 FIRE TRUCK	206.336.930.000	519.24
							1,029.28
09/30/2019	0023	4667	09232019	KEITH MCJILTON	TRAVEL EXPENSES FOR DELIVERY OF TR	206.336.860.000	47.80
09/30/2019	0023	4668	09232019	MIDLAND CO FIRE CHIEFS ASS	ANNUAL MEMBERSHIP DUES	206.336.956.000	50.00
09/30/2019	0023	4669	A148851	PETER'S HARDWARE	BATTERIES	206.336.930.000	30.00
09/30/2019	0023	4670	09102019	RICHARD APPS	SUPPLIES FOR FIRE PREVENTION WEEK	206.336.963.001	487.61
09/30/2019	0023	4671	13247	SPENCER MANUFACTURING, INC	LIGHT/CHROME BEZEL	206.336.930.000	155.00
10/14/2019	0023	4672	AUG/SEPT-F	CITY OF ST LOUIS	UTILITIES-FIRE	206.336.920.000	432.57
10/16/2019	0023	4673	76020	CADILLAC GARAGE DOOR INC.	SERVICE WORK ON FIRE HALL GARAGE	206.336.930.003	364.38
10/16/2019	0023	4674	19-0001218	CITY OF ST LOUIS	OVERHEAD SERVICE CHARGES	206.336.950.000	844.66
10/16/2019	0023	4675	09232019	CITY OF ST LOUIS PURCHASE	FOOD DURING FIRE BOARD WORK SESSIO	206.336.726.000	42.40
		4675	100306691		FREEMAN PLATE CARRIER WITH ARMOR P	206.336.781.000	696.14
		4675	E02008Z8Y3-F		MICROSOFT 365-FIRE	206.336.801.000	8.00
							746.54
10/16/2019	0023	4676	205722508630	CONSUMERS ENERGY	ENERGY CHARGES 220 SOUTH MAIN-FIRE	206.336.920.000	29.74
10/16/2019	0023	4677	S3-50274	CUMMINS SALES AND SERVICE	GENERATOR MAINTENANCE	206.336.930.003	1,419.55
10/16/2019	0023	4678	2103713	EMERGENCY MEDICAL PRODUCTS	CURAPLEX PATIENT MOVER/RESCUE BAG/	206.336.964.000	299.40
10/16/2019	0023	4679	25608416F	GREATAMERICA LEASING CORP	COPIES-FIRE	206.336.726.000	12.78
10/16/2019	0023	4680	X446076	JANSON EQUIPMENT COMPANY	UNIT E-671 REPAIRS	206.336.930.000	352.68
10/16/2019	0023	4681	281800	KEN'S CULLIGAN	UPS SHIPPING	206.336.729.000	17.61
10/16/2019	0023	4682	01228	MICHIGAN ASSOC OF FIRE CHI	CLASS REGISTRATION	206.336.956.000	105.00
10/16/2019	0023	4683	13298	SPENCER MANUFACTURING, INC	HALOGEN LIGHTS/WARNING LIGHTS/LABO	206.336.930.000	812.62
10/24/2019	0023	4684	10182019F	BLARNEY CASTLE FLEET PROGR	FUEL CHARGES-FIRE	206.336.730.000	291.10
10/30/2019	0023	4685	0050808101219	CHARTER COMMUNICATIONS	CABLE/INTERNET-FIRE	206.336.920.000	241.66
08/05/2019	0023	54 (E)	07202019	FIRE DEPARTMENT PAYROLL FU	GROSS WAGES AND BENEFITS ENDING 07		

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CHECK DATE FROM 08/01/2019 - 10/31/2019

Banks: 0023

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
08/29/2019	0023	56(E)	08282019	FIRE DEPARTMENT PAYROLL FU GROSS WAGES PAY ENDING 08/20/19		206.000.001.056	5,167.95
09/30/2019	0023	57(E)	09262019	FIRE DEPARTMENT PAYROLL FU GROSS WAGES-PAY PERIOD ENDING 09/2		206.000.001.056	7,799.58
10/24/2019	0023	58(E)	84	FIRE DEPARTMENT PAYROLL FU GROSS WAGES & EXPENSES PAY PERIOD		206.000.001.056	4,341.41
				TOTAL - ALL FUNDS	TOTAL OF 73 CHECKS (2 voided)		47,201.60

--- GL TOTALS ---

101.371.818.000	CONTRACTED SERVICES	105.00
206.000.001.056	FIRE PAYROLL ACCOUNT	17,308.94
206.336.710.000	EMPLOYEE BENEFITS	3,755.32
206.336.726.000	SUPPLIES	2,255.78
206.336.729.000	POSTAGE	17.61
206.336.730.000	GAS & FUEL	888.39
206.336.781.000	UNIFORMS - TURNOUT GEAR	1,557.18
206.336.801.000	PROFESSIONAL SERVICES	24.00
206.336.859.000	MEALS	45.48
206.336.860.000	TRAVEL/CONF/WORKSHOPS	47.80
206.336.920.000	UTILITIES	4,100.27
206.336.930.000	REPAIRS & MAINTENANCE	7,877.96
206.336.930.003	BUILDING MAINTENANCE	1,886.57
206.336.950.000	OVERHEAD CHARGES	3,377.98
206.336.956.000	MISCELLANEOUS	155.00
206.336.963.000	EDUCATION & TRAINING	159.95
206.336.963.001	EDUCATION FIRE PREVENTION	591.85
206.336.964.000	RESCUE SQUAD TRAINING	1,421.52
206.336.967.000	CAPITAL OUTLAY BELOW CO POLICY	1,625.00
	TOTAL	47,201.60

**FINANCIAL
STATEMENTS**

6/30/2019

Fund 206 MID MICHIGAN COMMUNITY FIRE DEPARTMENT

GL Number	Description	PERIOD ENDED 06/30/2018	PERIOD ENDED 06/30/2019
*** Assets ***			
206.000.001.005	FIRE CASH	207,830.77	236,742.00
206.000.001.056	FIRE PAYROLL ACCOUNT	3,231.86	2,418.62
206.000.003.000	CERTIFICATE OF DEPOSIT	0.00	100,000.00
206.000.016.000	FIRE RESTRICTED/DESIGNATED CASH	170,598.30	135,385.64
206.000.017.006	FIRE RESTRICTED CASH EQUIP	19,568.48	19,578.27
206.000.040.001	ACCOUNTS RECEIVABLE	1,247.00	1,233.00
206.000.099.000	PREPAID EXPENSE	21,796.00	22,006.00
Total Assets		424,272.41	517,363.53
*** Liabilities ***			
206.000.202.000	ACCOUNTS PAYABLE	906.72	11,344.13
206.000.228.000	DUE TO STATE OF MICHIGAN	1,220.08	992.59
206.000.229.000	DUE TO FEDERAL GOVERNMENT	218.74	0.00
206.000.229.001	DUE TO FEDERAL GOVT - FICA/MEDICARE	791.02	0.00
206.000.257.000	ACCRUED WAGES PAYABLE	907.49	2,320.94
Total Liabilities		4,044.05	14,657.66
*** Fund Balance ***			
206.000.387.000	FB DESIGNATED FOR TRAINING	11,253.75	10,879.80
206.000.388.000	DESIGNATED FOR EQUIPMENT	178,584.11	244,084.11
206.000.390.000	FUND BALANCE	163,892.37	165,264.45
Total Fund Balance		353,730.23	420,228.36
Beginning Fund Balance		353,730.23	420,228.36
Net of Revenues VS Expenditures		66,498.13	82,477.51
Ending Fund Balance		420,228.36	502,705.87
Total Liabilities And Fund Balance		424,272.41	517,363.53

PERIOD ENDING 06/30/2019

MID-MICHIGAN COMMUNITY FIRE CONTROL BOARD

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 06/30/2019	AVAILABLE BALANCE	% BDGT USED	END BALANCE 06/30/2018
Fund 206 - MID MICHIGAN COMMUNITY FIRE DEPARTMENT						
Revenues						
206.000.665.000	INTEREST	400.00	414.58	(14.58)	103.65	420.25
206.000.678.000	MISCELLANEOUS REIMBURSEMENT	0.00	2,135.76	(2,135.76)	100.00	100.00
206.000.695.000	MISCELLANEOUS	2,635.00	2,141.01	493.99	81.25	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	0.00	0.00	0.00	0.00	14,320.00
206.336.674.000	CONTRIBUTIONS	9,800.00	9,800.00	0.00	100.00	15,500.00
206.336.675.000	DONATIONS	24,000.00	24,000.00	0.00	100.00	600.00
TOTAL REVENUES		307,061.00	308,717.35	(1,656.35)	100.54	285,448.25
Expenditures						
206.336.702.004	SALARY & WAGES - FIREMEN	51,000.00	36,666.61	14,333.39	71.90	37,801.37
206.336.702.009	SALARY & WAGES - RESCUE	35,700.00	27,104.00	8,596.00	75.92	28,663.25
206.336.710.000	EMPLOYEE BENEFITS	15,763.00	13,653.13	2,109.87	86.62	18,160.47
206.336.710.009	EMPLOYEE BENEFITS - RESCUE	10,639.00	10,092.69	546.31	94.87	6,185.37
206.336.726.000	SUPPLIES	5,344.00	4,296.82	1,047.18	80.40	3,524.61
206.336.729.000	POSTAGE	250.00	44.77	205.23	17.91	27.42
206.336.730.000	GAS & FUEL	4,500.00	2,724.42	1,775.58	60.54	2,088.48
206.336.781.000	UNIFORMS - TURNOUT GEAR	25,622.00	23,891.32	1,730.68	93.25	28,923.18
206.336.801.000	PROFESSIONAL SERVICES	8,937.00	6,144.55	2,792.45	68.75	6,382.00
206.336.850.000	COMMUNICATIONS	7,469.00	4,156.37	3,312.63	55.65	4,282.67
206.336.859.000	MEALS	1,000.00	676.37	323.63	67.64	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	13,000.00	12,987.00	13.00	99.90	11,272.00
206.336.920.000	UTILITIES	14,075.00	11,367.21	2,707.79	80.76	10,552.62
206.336.930.000	REPAIRS & MAINTENANCE	13,500.00	13,150.25	349.75	97.41	14,189.27
206.336.930.003	BUILDING MAINTENANCE	3,450.00	3,414.42	35.58	98.97	2,915.18
206.336.950.000	OVERHEAD CHARGES	9,889.00	9,888.60	0.40	100.00	9,694.80
206.336.956.000	MISCELLANEOUS	1,225.00	648.50	576.50	52.94	622.01
206.336.963.000	EDUCATION & TRAINING	5,550.00	2,621.04	2,928.96	47.23	1,568.09
206.336.963.001	EDUCATION FIRE PREVENTION	1,000.00	963.49	36.51	96.35	1,007.43
206.336.963.002	INTERNALLY SPONSORED TRAINING EXPENSES	1,000.00	739.15	260.85	73.92	14,685.20
206.336.964.000	RESCUE SQUAD TRAINING	3,235.00	1,609.94	1,625.06	49.77	1,935.42
206.336.966.000	TRF TO EQUIP SAVINGS-MEMO FOR BUDGET	38,895.00	0.00	38,895.00	0.00	0.00
206.336.967.000	CAPITAL OUTLAY BELOW CO POLICY	9,800.00	9,899.19	(99.19)	101.01	13,385.44
206.336.977.001	CAPITAL OUTLAY	29,500.00	29,500.00	0.00	100.00	0.00
TOTAL EXPENDITURES		312,493.00	226,239.84	86,253.16	72.40	218,950.12
Fund 206 - MID MICHIGAN COMMUNITY FIRE DEPARTMENT:						
TOTAL REVENUES		307,061.00	308,717.35	(1,656.35)	100.54	285,448.25
TOTAL EXPENDITURES		312,493.00	226,239.84	86,253.16	72.40	218,950.12
NET OF REVENUES & EXPENDITURES		(5,432.00)	82,477.51	(87,909.51)	1,518.36	66,498.13

**FINANCIAL
STATEMENTS
10/31/2019**

Fund 206 MID MICHIGAN COMMUNITY FIRE DEPARTMENT

GL Number	Description	PERIOD ENDED 10/31/2018	PERIOD ENDED 10/31/2019
*** Assets ***			
206.000.001.005	FIRE CASH	318,583.93	311,265.50
206.000.001.056	FIRE PAYROLL ACCOUNT	1,002.01	1,766.54
206.000.003.000	CERTIFICATE OF DEPOSIT	100,000.00	100,000.00
206.000.016.000	FIRE RESTRICTED/DESIGNATED CASH	70,007.17	135,492.35
206.000.017.006	FIRE RESTRICTED CASH EQUIP	19,571.78	19,580.73
206.000.084.101	DUE FROM GENERAL FUND	0.00	105.02
206.000.099.000	PREPAID EXPENSE	6,074.00	5,775.00
Total Assets		515,238.89	573,985.14
*** Liabilities ***			
206.000.202.000	ACCOUNTS PAYABLE	0.00	(532.76)
206.000.228.000	DUE TO STATE OF MICHIGAN	(0.01)	288.92
206.000.230.000	DUE TO OTHER GOVERNMENTS	200.00	0.00
Total Liabilities		199.99	(243.84)
*** Fund Balance ***			
206.000.387.000	FB DESIGNATED FOR TRAINING	10,514.60	10,879.80
206.000.388.000	DESIGNATED FOR EQUIPMENT	178,584.11	244,084.11
206.000.390.000	FUND BALANCE	231,129.65	165,264.45
Total Fund Balance		420,228.36	420,228.36
Beginning Fund Balance		420,228.36	420,228.36
Net of Revenues VS Expenditures - 18-19			
*18-19 End FB/19-20 Beg FB		502,705.87	82,477.51
Net of Revenues VS Expenditures - Current Year			
Ending Fund Balance		94,810.54	71,523.11
Ending Fund Balance		515,038.90	574,228.98
Total Liabilities And Fund Balance		515,238.89	573,985.14

* Year Not Closed

PERIOD ENDING 10/31/2019

MID-MICHIGAN COMMUNITY FIRE CONTROL BOARD

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 10/31/2019	AVAILABLE BALANCE	% BDGT USED	END BALANCE 06/30/2019
Fund 206 - MID MICHIGAN COMMUNITY FIRE DEPARTMENT						
Revenues						
206.000.502.000	FEDERAL GRANTS	50,000.00	0.00	50,000.00	0.00	0.00
206.000.665.000	INTEREST	400.00	109.17	290.83	27.29	414.58
206.000.673.000	SALE OF ASSETS	0.00	1,700.00	(1,700.00)	100.00	0.00
206.000.678.000	MISCELLANEOUS REIMBURSEMENT	0.00	305.00	(305.00)	100.00	2,135.76
206.000.695.000	MISCELLANEOUS	0.00	400.00	(400.00)	100.00	2,141.01
206.336.580.000	MEMBER CONTRIBUTIONS OPERATING	270,632.00	135,316.00	135,316.00	50.00	270,226.00
206.336.607.000	CLASS FEES/DONATIONS/GRANTS	7,500.00	0.00	7,500.00	0.00	0.00
206.336.674.000	CONTRIBUTIONS	0.00	0.00	0.00	0.00	9,800.00
206.336.675.000	DONATIONS	0.00	598.59	(598.59)	100.00	24,000.00
TOTAL REVENUES		328,532.00	138,428.76	190,103.24	42.14	308,717.35
Expenditures						
206.336.702.004	SALARY & WAGES - FIREMEN	51,000.00	10,846.44	40,153.56	21.27	36,666.61
206.336.702.009	SALARY & WAGES - RESCUE	35,700.00	9,169.10	26,530.90	25.68	27,104.00
206.336.710.000	EMPLOYEE BENEFITS	14,748.00	2,356.30	12,391.70	15.98	13,653.13
206.336.710.009	EMPLOYEE BENEFITS - RESCUE	10,587.00	2,700.23	7,886.77	25.51	10,092.69
206.336.726.000	SUPPLIES	5,000.00	2,283.78	2,716.22	45.68	4,296.82
206.336.729.000	POSTAGE	250.00	17.61	232.39	7.04	44.77
206.336.730.000	GAS & FUEL	4,500.00	597.29	3,902.71	13.27	2,724.42
206.336.781.000	UNIFORMS - TURNOUT GEAR	21,135.00	4,292.18	16,842.82	20.31	23,891.32
206.336.801.000	PROFESSIONAL SERVICES	8,550.00	24.00	8,526.00	0.28	6,144.55
206.336.850.000	COMMUNICATIONS	7,054.00	0.00	7,054.00	0.00	4,156.37
206.336.859.000	MEALS	1,000.00	45.48	954.52	4.55	676.37
206.336.860.000	TRAVEL/CONF/WORKSHOPS	1,900.00	47.80	1,852.20	2.52	0.00
206.336.900.000	PRINTING & PUBLISHING	250.00	0.00	250.00	0.00	0.00
206.336.910.000	INSURANCE & BONDS	13,500.00	13,496.00	4.00	99.97	12,987.00
206.336.920.000	UTILITIES	14,303.00	3,858.61	10,444.39	26.98	11,367.21
206.336.930.000	REPAIRS & MAINTENANCE	14,095.00	7,877.96	6,217.04	55.89	13,150.25
206.336.930.003	BUILDING MAINTENANCE	3,564.00	1,886.57	1,677.43	52.93	3,414.42
206.336.950.000	OVERHEAD CHARGES	10,136.00	3,377.98	6,758.02	33.33	9,888.60
206.336.956.000	MISCELLANEOUS	1,225.00	155.00	1,070.00	12.65	648.50
206.336.963.000	EDUCATION & TRAINING	5,650.00	159.95	5,490.05	2.83	2,621.04
206.336.963.001	EDUCATION FIRE PREVENTION	1,200.00	591.85	608.15	49.32	963.49
206.336.963.002	INTERNALLY SPONSORED TRAINING EXPENSES	7,500.00	0.00	7,500.00	0.00	739.15
206.336.964.000	RESCUE SQUAD TRAINING	3,235.00	1,496.52	1,738.48	46.26	1,609.94
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	12,450.00	1,625.00	10,825.00	13.05	9,899.19
206.336.977.001	CAPITAL OUTLAY	225,000.00	0.00	225,000.00	0.00	29,500.00
TOTAL EXPENDITURES		503,532.00	66,905.65	436,626.35	13.29	226,239.84
Fund 206 - MID MICHIGAN COMMUNITY FIRE DEPARTMENT:						
TOTAL REVENUES		328,532.00	138,428.76	190,103.24	42.14	308,717.35
TOTAL EXPENDITURES		503,532.00	66,905.65	436,626.35	13.29	226,239.84
NET OF REVENUES & EXPENDITURES		(175,000.00)	71,523.11	(246,523.11)	40.87	82,477.51

FIRE CHIEF'S REPORT

**St. Louis Area Fire Department.
Fire Chiefs Report. November 12, 2019.**

1. 2019 Alarms: 310 alarms as of October 31, 2019. Complaints, 26.

2. Staffing and Personnel:

- a. Processing two applications now.
- b. Two firefighters remain on medical leave, anticipate both returning to duty in the very near future.

3. Apparatus:

E-641: having fuel gauge issues. Had an engine coolant leak repaired. Front tires are chopped need to be replaced.

E-621: issues with tank level indicator, pump house heater indicator light and intersection lights.

E-671: left pump intake valve needs new seals, they are on order.

4. Training:

- a. T. Allen, R. Apps, B. Coty, J. Dill, S. Kelly, R. Schollaert, J. Velazco., and B. Wood participated in "Agricultural Emergencies" training September 5 & 6, 2019.
- b. R. Apps and B. Coty attended "ISO Grading Schedule: A Guide to Improving Your Community's Fire Protection Class" November 2, 2019.

5. Other:

- a. The apparatus committee continues refining specifications for replacement apparatus for E-641 Spencer Rescue (2002).
- b. MFR license renewal has been received.
- c. Awaiting DNR Grant notification to purchase several nozzles and 1 ¾" hose. This is a 50/50 grant. Notifications are usually sent in December.
- d. Fire Prevention Week programs were very well received. Have had positive feedback from a couple families.

- e. Have been in contact with the railroad regarding the lot bordering our south property line. They have no interest in selling but will lease properties. I have information how to pursue that option on-line.
- f. Breckenridge, Ithaca and Perrinton have approved the MABAS agreement so we can begin establishing a Gratiot County district. Approval by Alma is anticipated in the near future. Unsure at this time if Ashley will participate or not.
- g. Breckenridge Fire has submitted a grant request to the Dow Foundation for funding to purchase new 800 mghz radios for Breckenridge and St. Louis.

Respectfully submitted,

Richard L. Apps, Fire Chief

Fire Chief

Job Description

ST. LOUIS AREA FIRE DEPARTMENT

JOB DESCRIPTION

POSITION: Fire Chief

THIS JOB REPORTS TO: SLAFD Fire Board

JOB SUMMARY: The Fire Chief shall be the Chief Executive Officer of the fire department and will be responsible to the SLAFD Fire Board. Under the general authority of the SLAFD Fire Board, the Fire Chief shall be responsible for the administration and operation of the fire department.

The Fire Chief will plan, organize, direct, and administer all operations of the fire department including fire suppression, rescue, fire investigation, fire prevention, medical first responders. Other duties will include the management of fire department personnel, supplies, equipment, and structures.

The SLAFD Fire Board will entrust the administration and operation of the fire department to the Fire Chief, and the Fire Chief will serve at the pleasure of the Fire Board.

DUTIES AND RESPONSIBILITIES:

1. The Fire Chief shall be the Chief Executive Officer (CEO) responsible to the SLAFD Board for the proper administration and efficient operation of the department.
2. The Chief is the executive head of the Fire Department and shall have full charge of the protection of life and property and the extinguishment of fires and providing emergency medical services.
3. Assigns officers to administer the work of the department and holds them responsible for the proper execution of their duties.
4. Responsible for enforcing the rules, regulations, and orders of the SLAFD Board pertaining to the Fire Department and the laws of the State of Michigan applicable to the department.
5. Develops policies designed to maintain or increase the general efficiency and effectiveness of the department, including planning and critiquing of fires, planning for departmental long-range needs, regulation and assignment of personnel and management of the department in order to be prepared to meet emergencies.
6. The Fire Chief shall schedule regular meetings with firefighters for informational and training purposes.
7. The Fire Chief has authority to make expenditures according to general Board policy.
8. May review plans and specifications submitted for new construction, remodeling, and alterations for conformity to fire codes, ordinances, and laws to the best of the Chief's ability.
9. The Fire Chief is empowered to enter and make inspections of buildings, structures and premises and to serve written notice upon the owners or occupant to abate, within a specified time, all fire hazards that may be found.
10. Plans, coordinates, and supervises all activities of the Fire Department.
11. Provides supervision and direction to all department officers.
12. May assign other officers of the Fire Department to administer functions, projects, or programs as necessary.

13. Develops, administers, and oversees appropriate training programs. Designates personnel to carry out the training.
14. Ensures that the Fire Department is adequately staffed for effective operations including fire prevention, fire suppression, and for life-saving services. Designates personnel to assist with the recruitment and vetting of potential firefighters.
15. Ensures that all firefighting vehicles, equipment, apparatus, and facilities are properly maintained in operating condition and that all equipment maintenance records are kept on file and up-to-date. Designates personnel to assist in the maintenance program of vehicles, equipment, apparatus, and facilities.
16. Prepares an annual budget for review and approval of the SLAFD Board.
17. Monitors the budget to assure expenditures remain within budget.
18. Processes billing invoices and purchases equipment according to departmental needs
19. Ensures timely and proper reporting of events as required by the State of Michigan. Designates personnel to assist with data entry.
20. Prepares a variety of reports for the SLAFD Board, state agencies, and others regarding departmental activities.
21. Works with other fire chiefs, police agencies, EMS, hospitals, and other public agencies to encourage fire protection cooperation.
22. Answers questions raised by citizens of the Fire District regarding services or related topics.
23. Performs all the duties of a firefighter and operates all fire suppression equipment. Provides departmental fire service and medical first responder coverage as needed.
24. Attends various classes and seminars to remain current and knowledgeable in fire suppression and rescue techniques.

KNOWLEDGE, SKILLS, AND ABILITIES:

1. EDUCATION: High school graduate or equivalent plus necessary firefighting and office training courses.
2. EXPERIENCE: Three to five years progressively responsible firefighting with supervisory, budgeting, and personnel relations experience.
3. LICENSE/CERTIFICATIONS:
 - a. Valid Michigan operator's license
 - b. Driver certification of fire trucks or CDL license.
 - c. Current Michigan MFR License
 - d. Michigan Firefighter Training Council Firefighter I & II Certification
 - e. Michigan Firefighter Training Council Officer I & II Certification
 - f. Michigan Firefighter Training Council Hazmat Awareness & Operations Training
 - g. NIMS 100, 200, 300 Certification
 - h. NIMS 700 within 2 years