

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, 2020.

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

Members Absent: Don Long

Others in Attendance: Fire Chief Rich Apps, Bill Coty, Ralph Echtenaw

**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 Bajena, 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 12, 2019 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 Bajena, to approve the Claims & Accounts for November 1, 2019 to January 31, 2020 in the amount of \$40,769.96. All ayes carried the motion.

**Financial Statements.**

The Fire Board reviewed and discussed the Financial Statements of January 31, 2020 and placed on file.

**Audited Financial Statements.**

Audited Financial Statements for year ended June 30, 2019 were reviewed, discussed and placed on file.

**Set Meeting Dates & Times.**

Moved by Member Giles, supported by Member Marr, to approve meeting dates and times for the mid-Michigan Community Fire Board for 2020-2021 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 11, 2020

November 10, 2020

February 9, 2021

May 11, 2021

**Fire Chief's Report.**

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

**Adoption of the 2020-2021 Budget – Resolution 2020-01**

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

**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 2020-2021 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 2020-2021 Fiscal Year summarized as follows:

FUND BALANCE CHANGE	2020-2021
Beginning Balance - Committed for Equipment	292,684
Additions to Equipment Commitment	60,000
Expenses - Use of Equipment Funds	-
<b>Ending Balance - Committed for Equipment</b>	<b>352,684</b>
Beginning Balance - Unassigned	241,872
Revenue	314,896
Expenses	(254,896)
Transfers to Equipment Commitment	(60,000)
<b>Ending Balance - Unassigned</b>	<b>241,872</b>

**BE IT FURTHER RESOLVED** that member contributions are expected as follows for the 2020-2021 Fiscal Year. One half will be payable July 2020 and the other half payable January 2021.

	St. Louis	Bethany	Jasper	Pine River	Total
Member Contributions 2020-2021	113,080.10	51,633.99	72,000.35	75,781.56	312,496.00

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

Fire Chief	\$2,560 annual
Assistant Chief	1,546 annual
Captain	1,029 annual
Lieutenant	644 annual
2 <sup>nd</sup> Lieutenant	293 annual
Equipment Officer	587 annual
Training Officer	587 annual
Fire Fighter II runs/drills	29.33 per run
Rookie run/drills	10.13 per run
Rescue runs	26.40 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: Giles, Bajena, Marr, Beeson

Nays: None

Absent: Long

Resolution declared adopted this 11th day of February, 2020.

**Other Business.**

None.

**Public Comment.**

None

The meeting was adjourned at 6:40 p.m.

Bobbie Jo Marr, Secretary