

**APPROVED**  
**Cedar Area Fire & Rescue Board**  
**Regular Meeting**  
**Thursday, July 6, 2023 at 2:00 pm**  
**Cedar Fire Department**

Call to Order

Chairman Greg Julian called the meeting to order at 2:00 p.m with the Pledge of Allegiance. Present on roll call were Greg Julian, Chris Comeaux, John DePuy, John Imboden and Ron Schaub. Andy Doornbos and Dana Boomer was present as staff.

Discussions/decisions will be for the direction of the Cedar Area Fire & Rescue Board as previously published, per the Open Meetings Act. Potential quorums of township boards will be noted in the minutes.

Citizens Comments – None

Consideration of Agenda – The board briefly discussed the agenda. **Motion by DePuy to approve the agenda as presented, second by Schaub. All in favor, motion carried.**

Minutes: Approval of June 1, 2023 General Meeting Minutes – **Motion by Schaub to approve the June 1, 2023 General Meeting Minutes as presented, second by DePuy. All in favor, motion carried.**

Correspondence Received – None

Financials –

Boomer had previously provided a handout to the board which detailed the financial statements for June. The board briefly discussed the vendors payable and payroll. The updated unpaid bills detailed list was presented, and briefly discussed.

**Comeaux moved to accept the June vendors payable as presented, Imboden seconded. All in favor, motion carried.**

**Schaub moved to accept the June payrolls as presented, Comeaux seconded. All in favor, motion carried.**

**Imboden moved to accept the June financial statements as presented, Comeaux seconded. All in favor, motion carried.**

Unfinished Business:

- a. New Ambulance Purchase – Kasson and Cleveland passed the resolution as written. Solon Township will have it on their agenda for July. Centerville Township asked for a sentence to be added clarifying that the down payment and ongoing payments for the ambulance will come from the capital fund. This sentence will be added and the resolution re-sent to the four townships with a request for approval at the July meetings. The board discussed the timeline for the ambulance purchase – they would like Doornbos to be able to move forward with the purchase as soon as the townships approve the resolution. **DePuy moved to approve the purchase of the new ambulance pending the approval of the four townships. Comeaux seconded. All in favor, motion carried.**

New Business:

- a. Part-Time Hiring – Doornbos received two applications for new part-time employees. Anna Heiselman is a new firefighter/EMT-B who lives in the Sugarloaf area and works for the Grand Traverse Band. The board briefly discussed the application. **DePuy moved, Schaub seconded to hire Anna Heiselman as a part-time FF/EMT-B effective July 6, 2023. All in favor, motion carried.** Zia Yates has also applied. He lives in the Long Lake area and works part time with Long Lake Fire. He is a new firefighter who is currently in the EMT-B class. The board discussed the application. **Comeaux moved, Imboden seconded to hire Zia Yates as a part-time FF/EMT-B effective July 6, 2023. All in favor, motion carried.**
- b. 2024-2026 Budget – A draft budget has been prepared by staff and distributed to the board. It was briefly discussed – Chief Doornbos is comfortable with being able to appropriately run the department with these numbers. The board will further review the budget and discuss in August. At the August meeting, a public hearing will be set for the September meeting, and then the budget will be distributed to the township boards prior to their October meetings.
- c. Any New Business – None

Reports:

- a. Fire Chief – The Chief’s Report was provided in the meeting packet. Doornbos summarized his report. The board briefly discussed. A flyer regarding wildland fire safety and property protection was distributed to all property owners in the four township area with their summer tax bills – these were mailed recently.
- b. Department Staff – The audit is close to finished and should be ready for distribution prior to the August meeting.
- c. Chairman – Julian reported the property search continues for a new station location for Kasson/Cleveland.

Citizens Comments – None

Board Member & Chair Comments – DePuy is in charge of the 4<sup>th</sup> of the July parade in Glen Arbor, and he would like to see representation from Cedar at the parade next year. Each

department is not a standalone island, there is a lot of mutual aid between departments, and so there should be representation between departments at events like this.

Next Meeting Date – The next regular board meeting is scheduled for Thursday, August 3, 2023 at 2 pm.

**DePuy moved, Imboden seconded to adjourn the meeting. With no further business, Julian adjourned the meeting at 3:02 pm.**

Respectfully submitted,  
Dana Boomer  
Recording Secretary