

APPROVED
Cedar Area Fire & Rescue Board
Regular Meeting
Thursday, August 3, 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 Imboden and Ron Schaub. John DePuy was absent. 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. Julian added a potential purchase of Department Chairs to New Business. **Motion by Imboden to approve the agenda as amended, second by Schaub. All in favor, motion carried.**

Minutes: Approval of July 6, 2023 General Meeting Minutes – **Motion by Comeaux to approve the July 6, 2023 General Meeting Minutes as presented, second by Schaub. All in favor, motion carried.**

Correspondence Received – Comeaux passed along thanks from the Lautner family for the excellent job that Cedar Fire did on a call last month; Imboden also passed along thanks from his neighbor for the same.

Financials –

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

Imboden moved to accept the July vendors payable as presented, Schaub seconded. All in favor, motion carried.

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

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

Unfinished Business:

- a. New Ambulance Purchase – All four townships have passed the updated resolution, and those have now been received by the department. Early next week, Doornbos will be contacting the manufacturer and loan company to begin the purchase process.
- b. 2024-2026 Budget – The board and staff extensively discussed the budget. No changes were made. A public hearing will be held in September. **Schaub moved to hold a public hearing on the budget at the September regular meeting. Imboden seconded. All in favor, motion carried.**

New Business:

- a. Capital Fund Training Equipment Purchase – FF/Paramedic Maus wrote a 2% grant for \$3995.95, covering 60% of a request for EMS training equipment. The department requests that the board approve the 40% match for this grant to come from capital funds to purchase the larger ticket item of a mannequin that allows for the training on airway and cardiac skills. **Comeaux moved to approve a purchase of up to \$3,000 to purchase capital items as part of the 40% match for the Tribal Grant. Schaub seconded. All in favor, motion carried.**
- b. 2022/23 FY Audit – The board discussed the draft audit. No changes were proposed. **Imboden moved to accept the draft audit for finalization. Schaub seconded. All in favor, motion carried.**
- c. Department Chairs – Julian would like to see new chairs purchased for the department for use in meetings and other events. The board briefly discussed. Consensus was to ask Chief Doornbos to research chairs and come back to the September meeting with quotes for new chairs.
- d. 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.
- b. Department Staff – Maus stated that everything is going well with the staff. Even when other agencies are being brought in to help cover overlapping calls, there is usually able to be at least one member from Cedar on scene due to the three-person crews.
- c. Chairman – Julian reported the property search continues for a new station location for Kasson/Cleveland. The search for private property continues, but has been fruitless so far. Julian and Stein have been discussing the possibility of returning to ask the County for a portion of Myles Kimmerly, but Cleveland would prefer to continue looking for private property. Julian has also been in contact with state officials regarding the possibility of grants or other funds for the purchase of property and/or construction of buildings. Discussion will also continue on the potential layout and floor plan of the proposed structure. Julian asked if there is any authority or concern at the fire department

level regarding the parking issues between public and private property in Maple City – Doornbos responded that the fire department has no jurisdiction for parking issues. Doornbos has been working with the Road Commission regarding the issue of Railroad Ave going through the fire department equipment apron.

Citizens Comments – Doornbos introduced Jason Newfer as the last new full-time employee, who started in June.

Board Member & Chair Comments – Comeaux congratulated Maus on the successful writing of the 2% grant.

Next Meeting Date – The next regular board meeting is scheduled for Thursday, September 7, 2023 at 2 pm.

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

Respectfully submitted,
Dana Boomer
Recording Secretary