

**APPROVED**  
**Cedar Area Fire & Rescue Board**  
**Regular Meeting**  
**Thursday, September 7, 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. **Motion by Imboden to approve the agenda as presented, second by Schaub. All in favor, motion carried.**

Minutes: Approval of August 3, 2023 General Meeting Minutes – **Motion by Comeaux to approve the August 3, 2023 General Meeting Minutes as presented, second by Schaub. All in favor, motion carried.**

Correspondence Received – None

Public Hearing

Julian opened the public meeting at 2:08 pm. There was no public present to comment. The board and staff held a brief discussion on the proposed budget.

Comeaux would like to see a shift to an annual budget. Economic and departmental shifts make it extremely difficult to project two years in advance, especially when draft budgets are presented to township boards six months prior to the start of the fiscal year. There was general discussion on this – staff agrees that either an annual budget or a rolling two year budget would make projections more accurate than the current two year cycle.

With no further comment, Julian closed the public hearing at 2:15 pm.

Financials –

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

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

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

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

Boomer had provided a proposed budget amendment in the financial statements. The main purpose for the amendment was to include the grant expenditures in the expense portion of the budget. Other changes to line items that have or are projected to go over budget were also made.

**Comeaux moved, Schaub seconded to approve the proposed budget amendment. All in favor, motion carried.**

Doornbos summarized the final quote and payment terms for the new ambulance. The down payment was authorized today, and the first ambulance payment will be due two years from the time the paperwork is signed.

Unfinished Business:

- a. 2024-2026 Budget – The board and staff briefly discussed the budget. No changes were made. **Imboden moved to approve the 2024-2026 budget and forward it to the townships with a request for approval. Schaub seconded. All in favor, motion carried.**

New Business:

- a. 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. Training Equipment Demonstration – Doornbos and FF/Paramedic Robydek described and demonstrated the use of the training equipment received through recent grants from the Grand Traverse Band. The forcible entry and ventilation training equipment was received from a county-wide grant last year and travels between stations in the county, and the EMS training equipment was recently purchased for the department through a combination of tribal and departmental funds.

- b. Department Staff – The final copies of the audit were printed and distributed to the board.
- c. Chairman – Julian reported the property search continues for a new station location for Kasson/Cleveland. Doornbos has conducted research on new chairs for the meeting area, and provided three quotes for a variety of chairs. The board discussed – the capital and operating budgets are fairly tight right now so the board had consensus to continue researching the topic until closer to the end of the year and determine whether to make this purchase in this fiscal year or next.

Citizens Comments – None

Board Member & Chair Comments – None

Next Meeting Date – The next regular board meeting is scheduled for Thursday, October 5, 2023 at 2 pm.

**Imboden moved, Schaub seconded to adjourn the meeting. With no further business, Julian adjourned the meeting at 3:01 pm.**

Respectfully submitted,  
Dana Boomer  
Recording Secretary