

Hamilton Interlocal Fire Department
Meeting Minutes
December 19, 2019

1. Call to order

The regular monthly meeting of the Hamilton Inter-local Fire Department was called to order by Supervisor Ron Jones at 7:00 a.m. at the Heath township hall. Bob Yonker opened with prayer.

2. Roll call

- Ron Jones and Sheila Meiste, Heath Township,
- Lowell Winne and Kathy Lubbers, Manlius Township,
- Tim Hofman and Bob Yonker, Fillmore Township
- Dave Haverdink, Brian Kempker, Ryan Boeve, Mark Groenheide, Mike Capel, Hamilton Fire Department.

3. Approval of minutes from last meeting

2018 minutes were approved.

4. Amend 2019 Budget

Motion by Lubbers supported by Hofman and unanimously approved to make 2018 budget amendments.

5. Breakdown of 2019 expenses

a) Sheila presented the 2019 revenue/expense report. Discussion on the wages section will be later. Motion by Winne to support proposed fire board resolution from Dave. Sheila questioned if the other townships attorneys have reviewed this. Heath's had and is not for it. Motion died. The other townships will have their attorneys review it.

6. Annual Report of 2019

- a) Dave presented the 2019 Annual Report.
- The live training facility was dedicated on August 19.
 - FEMA grant for replacement turnout gear was turned down. This will be in the 2020 budget.
 - Hamilton Fire & Rescue sponsored an Ag Rescue Training class in August. Instruction was paid for by a State of Michigan grant.
 - Thanks to Koeman Farms for a house donation for fire and rescue training skills.
 - Computer reporting software went well and is the same software used by Graafschap and Saugatuck
 - Hamilton Fire & Rescue has joined the Ottawa Area Secure Schools Network which Hamilton Schools are a part of.
 - Don Dickens and Dillion VanderKamp joined the fire department this year. Ben Scheffers will be starting January 1, 2020.
 - Confined Space Rescue Training will be held in February/March 2020 courtesy of a \$10,000 grant from CHS Corporate.
 - Mike Bosch and Frank Cronin will be taking classes to become certified State of Michigan Fire Training Instructors.
 - Rescue 806 will need to be replaced in the next 5 to 8 years.

7. 2020 Capital Outlay Proposal

- a) Chief Haverdink presented the 2020 Capital Equipment request for 23 complete sets of turnout gear for \$87,725, one Genesis Combination Rescue Tool for \$13,250 and one Fire/Rescue drone, 1/3 shared cost with Graafschap and Saugatuck for \$6,226. The Capital Improvements for 2020 are computer upgrades for \$1,225, heating and cooling upgrades for \$6,850, insulation upgrade for \$4,875 and sealing parking lot and drive for \$2,450. Motion by Winne supported by Hoffman and unanimously agreed to approve dependent upon approval by all three Township boards.

8. 2020 General Operating Budget

- a) The 2020 general operating budget for \$654,375 was reviewed. Sheila questioned if the board would like to see total salaries of \$315,500 broken down as separate general ledger numbers on the budget and they agreed. Dave will be getting those to her. She also expressed concern the fire millage for Heath Township is not covering the large increases in the budget and salaries over the last few years and we may have to ask the taxpayers for a millage increase next August. Fillmore and Manlius feel their millages are sufficient. Motion by Winne supported by Hofman and unanimously approved with a one-time payment from each township. This is also dependent on approval of all three Township boards.

9. 2020 Wages

- a) Dave presented the proposed wage scale for 2020. Sheila questioned if the IRS allows vehicle/cell phone allowance to not be taxed, as Dave would like this paid in a separate check. Lowell said this is common practice. A motion was made by Winne supported by Yonker to approve the 2 % cost of living wage increase and proposed wage scale for 2020. Roll call vote: Yonker-yes, Jones-yes, Hofman-yes, Lubbers-yes, Winne-yes, Meiste-no. The increase is pending upon approval by all three Township Boards.

10. New business

- a) Concern from the fire department about creating a separate authority for ambulance service for the county since AMR is a for profit business and costly.
- b) Sheila is requesting the fire department switch to electronic payroll for all employees. Approval granted beginning with April 2020 payroll.
- c) Reviewed interlocal fire department agreement. Two minor changes regarding Fillmore Township address and wording with SEV and taxable value. It was also noted we have not appointed a Vice-Chairman. Motion by Hoffman supported by Yonker and unanimously approved to appoint Lowell. Sheila will contact the attorney to make the amendments.
- d) Bob questioned how medical runs are billed.
- e) Mark Groenheide expressed how the needs of the fire department have changed over the years and support for increased wages.
- f) Motion by Lubbers supported by Meiste and unanimously approved to pay fire department bills and amendments from January-December 2019.

10. Adjournment

Motion by Winne supported Yonker by and unanimously approved to adjourn the meeting at 9:10.