

## GALESBURG CHARLESTON JOINT FIRE BOARD MEETING MINUTES

April 19<sup>th</sup>, 2023

Meeting called to order at 7:01 pm by Chris Balkema.

Attendance: Josh Balkema, Chris Balkema, Ann Nieuwenhuis, Chief Roomsburg, Roger Frazee plus Mayor Linda Marble and Jim Nicolow.

Public Comment: Request was made to Pride Care to join Greater Galesburg Day Event. They offered to bring ambulance magnets and note pads with their phone number for distribution.

Approval of last meeting minutes 1<sup>st</sup> Chris 2<sup>nd</sup> Roger, all ayes, motion passes

Treasurers Report:

Motion to accept report and pay bills by Chris, 2<sup>nd</sup> Roger, all ayes motion passes. Audit will take place after June 30<sup>th</sup>.

Chief's Report:

Run Report: 15 for Galesburg, 19 Charleston and 2 mutual aid.

EMS license has been renewed and filled out on line, should receive our new license soon.

Chief can now do background checks through the Sheriff's Department for new hires. Chief will contact Bookkeeper to rectify the balance sheet. Chief and Secretary will attend a meeting with Insurance Agent and bring back a report for May meeting with findings regarding coverage and new insurance options with our insurance carrier.

Old Business: None Grant Update: None Budget Update: The Board moved to rename the Unassigned Equipment Fund to Equipment Fund. Motion to approve 1<sup>st</sup> by Josh, 2<sup>nd</sup> by Roger, with a unanimous vote to approve.

The Board is considering increasing the firefighters pay at the next meeting. Several options were shared, more discussion next month and our new budget will need to be amended.

Firefighter Attraction and Retention Update: Breakfast on the 2<sup>nd</sup> Saturday of the month is still going well. Hardings has volunteered to provide a gift card each month to cover the cost of the food. This is greatly appreciated!!

No new applications this past month so a discussion on how many hits the website receives was raised. Website hosts indicates it is a bit difficult and costly to add a counter on to the website. Tabled concept at this time.

Building Update: The building authority inspector from SAFEbuilt sent a letter outlining necessary repairs and DPW is working on completing the project. The firefighters will attach a special hookup on the exhaust pipe prior to entering the building this will also help prevent any unwanted exhaust. The overhead door has been temporarily fixed; waiting for parts to complete the repair.

Legal Update: Fireboard attorney has been recruited to be an asylum attorney. We will be searching for a new attorney.

Sub-committee Update: Contract is almost completed and should be done at the end of this month so the NEW contract can be presented to both Galesburg and Charleston Boards for their review. Both entities may need to adopt or amend some of their ordinances... for example cost for multiple false alarms or nuisance calls. Next sub-committee meeting is scheduled for May 18<sup>th</sup> at 4 pm.

#### BOARD TO DO LIST:

1. The Board needs to create and implement a new performance review for both the chief and assistant chief.
2. Review both municipalities FOIA guidelines, create and adopt our own guidelines according to FOIA and post on our website.
3. Finalize the firefighter pay for the next year, create and pass new budget headings and move money into appropriate line items.

Meeting adjourned at 9:00 pm. Minutes respectfully submitted by Ann Nieuwenhuis, Secretary of the Galesburg-Charleston Fire Board.