

## GALESBURG CHARLESTON JOINT FIRE BOARD MEETING MINUTES

MEETING DATE August 16, 2023

Meeting called to order at 7:07 PM by Chris Balkema

Attendance: Josh Balkema, Chris Balkema, Ann Nieuwenhuis, Roger Frazee, and Assistant Fire Chief. No public in attendance

Run Report Stats: 51 Runs: 20 Charleston, 23 Galesburg and 8 mutual aid, some were active structure fires. Chris moved to approve, seconded by Roger, 4 ayes, motion passes.

Approval of last meeting minutes: Motion to approve Roger, 2<sup>nd</sup> Josh and 4 ayes, motion passed. Approved minutes will be posted on to the website.

Treasurers Report:

Beginning Balance: \$190,591.94 with an ending balance of \$188,174.37.

Chief's Report: Still working on current grant and double checking so all information is included in the application.

Chest compressor apparatus has a temporary head and there will be a cost for this purchase that we need to cover; but insurance will cover all the replacement pieces and or repairs. May take awhile to get it up and running properly.

MMFR class will start September and end mid-November. Three fire fighters are enrolled.

Distributed two applications for new fire fighters; waiting for the applications to be returned.

Motion to accept Fire Chief's monthly report by Ann, 2<sup>nd</sup> by Roger, 4 ayes, motion passes.

MI Fire Grant-no notification yet; Chief is still working on the AFG grant.

Budget Update

We are working on verifying deposits from both municipalities, Charleston is correct; waiting for a response from Galesburg.

Budget sheet is off by \$600, may need to make an adjustment

Budget 2022-2023: accept budget revision 1<sup>st</sup> by Chris, 2<sup>nd</sup> by Ann, 4 yes, motion passes.

Remove pager repair money to equipment line item, 1<sup>st</sup> by Chris, 2<sup>nd</sup> by Roger, 4 ayes. Motion passes.

Move to reconcile budget description to agree with Treasurers report. 1<sup>st</sup> Chris, 2<sup>nd</sup> Ann, 4 ayes. Motion passes.

Overhead door repair still needs to be completed.

Old Business: Assistant Fire Chief addressed Galesburg Council on monthly run stats.

Ambulance Update: Galesburg did not sign the contract with Ambulance provider Life EMS, Charleston will review contract at next months meeting.

Galesburg has requested that the Fire Board estimate the actual maintenance and repair costs for the fire station. A motion was made by Ann that indicates that the JFB members are not qualified to make estimates for future maintenance and repair. 1<sup>st</sup> by Ann, 2<sup>nd</sup> by Chris, 4 ayes; motion passes.

The Fireboard reviewed our policy and record keeping on Board agenda and minutes. A motion was made by Ann, 2<sup>nd</sup> by Josh to use a digital scan for proper record keeping. 4 ayes, motion passes.

Equipment needs. Ann asked to have the issue of safe conference room chairs be addressed. The current chairs were donated to the fire department 15 years ago. The chairs need to be replaced. Ann and Chris will work on finding someone who can donate before purchasing new ones.

Meeting to adjourn made by Ann, 2<sup>nd</sup> by Chris with 4 ayes, motion passes and the meeting adjourned at 8:30 pm.

Respectfully submitted by Ann Nieuwenhuis, Secretary of the Galesburg-Charleston Fire Board