

DRAFT MINUTES: Galesburg-Charleston Fire Board Meeting for 12/20/2023

Attendance: Fireboard members were Josh Balkema, Ann Nieuwenhuis, Roger Frazee and Chris Balkema. Also in attendance was Kevin Travis, our attorney and Assistant Fire Chief Bruce Turner. No public present.

Motion to approve the 11/15/2023 minutes was made by Roger Frazee, with a second by Josh Balkema, all ayes to approve the November minutes. Motion carried.

Run Report is as follows: 17 runs in Charleston, 19 in Galesburg with 1 mutual aid. Total runs equal 37. Move to approve the Run Report by Josh Balkema, 2<sup>nd</sup> by Chris Balkema, all ayes. Motion carried.

Treasure's report was given and a request to pay bills was made by Josh and second by Chris. All ayes motion passes.

Chief's report: a Climax Firefighter has applied to our department. New reporting software has been purchased for a 3 year contract. 1<sup>st</sup> year \$2500, 2<sup>nd</sup> year \$3200 and 3<sup>rd</sup> year \$4200. Better software with more options to assist us with reporting stats.

MI Fire grant: 2<sup>nd</sup> month notified grant has been approved but no funds have been dispersed yet.

AFG grant. Bids have accepted for one cascade dryer, which is on order and should arrive in January of 2024.

Website update: all Board members requires posting names and dates for all Fire Board Members.

Budget Update: Reviewed and accepted the audit report. Motion to clarify the highlighted areas was completed . Motion to accept the audit report made by Chris Balkema and second by Roger, motion carriers.

Annual Budget needs to be completed by February 1, 2024 for both municipalities.

Firefighter Attraction and Retention Update: as stated above one new applicant who is trained and experienced .

Equipment Update: 6 x 6 has repaired. Fema grant equipment has been ordered should receive 12/21/23. 1041 was serviced. 1061 being repaired. 1071 will be repaired once 1061 is repairs have been repaired.

Building Update: Overhead door still needs a permanent fix! Please address at next Galesburg City Council meeting.

Legal Update: Fire Board Attorney has reached out to both municipal attorneys. Kevin was able to discuss issues with Charleston Attorney but still waiting to connect with City of Galesburg Attorney.

Sub-committee update: Still working on job descriptions.

New Business: Charleston completed a revised ordinance regarding inspections, not sure of status for Galesburg ordinance.

Meeting adjournment: Motion to adjourn made by Chris and 2<sup>nd</sup> by Roger. Motion carries adjourned at 8:18 pm.