

**RECORD OF PROCEEDINGS
MADISON FIRE DISTRICT BOARD OF TRUSTEES
REGULAR SESSION**

11-15-2023

CALL TO ORDER @ 7:00 pm

ROLL CALL:

x Mr. Adams	x Mr. Gauntner	x Chief Meister
x Mr. Anderson	- Mr. Lee	x Joanne Clapp
x Mr. Donaldson	- Mr. Wayman	x Stacy Dame

PLEDGE OF ALLEGIANCE - The pledge was recited by all.

REGULAR SESSION

APPROVAL OF MINUTES

The October 18, 2023 Regular Session minutes were presented.

Mr. Gauntner requested to make the following corrections: page 2; old business, 2nd and 3rd paragraphs where it says employer should be corrected to "employee" instead of employer pension portions.

Motion made to approve the Regular Session minutes as amended by: Mr. Adams

Seconded by: Mr. Anderson

ROLL CALL: All ayes

BILLS & PAYROLL - October, 2023

Bills (\$170,194.00) and Payroll (\$200,681.81) for a total of \$370,875.81 are motioned for acceptance and payment.

Motion made to approve bills and payroll as presented by: Mr. Anderson

Seconded by: Mr. Donaldson

ROLL CALL: All ayes

FINANCIAL REPORT - October, 2023

Joanne Clapp, Fiscal Officer, summarized the October 2023 Revenue and Expenditures (Fund Summary Report).

OPENING PUBLIC PORTION - None.

LEGAL COUNSEL - Nothing to report.

COMMITTEE REPORTS - None to report.

OLD BUSINESS

ARPA Retention Grant: Chief Meister informed the Board the District received funds from the state and all distributions were made last week.

Full-Time Hiring: Chief Meister shared that of the 14 applicants who took the test, 13 passed. The top eight (8) candidates are to be interviewed by the Officers tomorrow (November 16th) and the remaining candidates to be interviewed at a later time. Mr. Adams asked of the 14 applicants - how many were already MFD members? Chief Meister advised that there was one (1) who has been with the district a while, and the other three (3) were from the most recent part time hirings.

Promotionals: The testing for the Lieutenant position will be held on Wednesday November 29, 2023 with eight (8) sitting for the test. There is only one (1) candidate for the Captains promotional (to fill the Captains position vacated when Chief Meister was promoted).

NEW BUSINESS

Resolution #23-31 - A Resolution Authorizing the Chief Fiscal Officer to Amend the Certificate of Estimated Resources for the Year 2023 and Declaring an Emergency.

Motion to accept resolution #23-31 made by: Mr. Adams
Seconded by: Mr. Donaldson

ROLL CALL: All ayes

Resolution #23-32 - A Resolution Approving and Amending the Permanent Appropriations for Current Expenses and Other Expenditures.

Motion to accept resolution #23-32 made by: Mr. Anderson
Seconded by: Mr. Adams

ROLL CALL: All ayes

Resolution #23-33 - A Resolution Authorizing the Fiscal Officer to Transfer Funds from General Fund to General Bond Retirement Fund.

Motion to accept resolution #23-33 made by: Mr. Adams
Seconded by: Mr. Anderson

ROLL CALL: All ayes

Resolution #23-34 - A Resolution Authorizing the Renewal of the Districts Dental & Vision Insurance Plans for the Upcoming Year (2024) and Authorizing Payments.

Chief Meister added that there was a zero percent (0%) increase for vision and a seven percent (7%) increase for the dental plan. The FT union has approved the increase.

Motion to accept resolution #23-34 made by: Mr. Donaldson
Seconded by: Mr. Anderson

ROLL CALL: All ayes

Resolution #23-35 - A Resolution to Amend the Prior Appropriation of Interest Funds to go to the General Fund instead of the Earned Benefits Fund per prior resolution #19-16.

Chief Meister & Ms. Clapp explained to the Board that they feel the balance currently appropriated to benefits (for payouts) will more than cover the retirements that could potentially occur in 2024. They feel the interest earned each month could be better utilized to offset salaries or other expenses. Ms. Clapp reminded all that this resolution is to be reviewed at the end of each year to determine if amendment is necessary/advised.

Mr. Gauntner stated that this appropriation was set up in order to eliminate the district from being financially impacted at the time of a retirement due to large payouts. He would like Ms. Clapp to bring to the next meeting the numbers she used to make the recommendation (no names of potential retirees).

Motion to table resolution #23-35 until the December meeting made by: Mr. Donaldson

Seconded by: Mr. Anderson

ROLL CALL: All ayes

CHIEF'S REPORT

The following members are recognized for their anniversaries: FF Mike Brewer - 4 years and FF Corey Kelly - 1 year.

EMS revenue is 93.2% of yearly projection while tax revenue is 107.9% of budgeted collection YTD.

Staffing continues to be challenging with significant overtime due to three (3) staff being out on injury/illness. There is also one full-time slot open. Three (3) of the recent four (4) new hires will be helping to fill schedule gaps moving forward.

There were 315 calls for service in October; 222 of an EMS nature while 93 were something other than medical. Volume continues to be on pace to reach 3700+ for the year (3659 in 2022). The group will need to discuss/consider increasing staffing again after the first of the year.

Vehicles: The new engine remains on pace for a December delivery however this may change as the month gets closer. The chase vehicle is just awaiting the special order light bar (slated late November delivery) and then will be put in service.

Chief Meister and Ms. Clapp met to draft the 2024 budget; no major changes were made. A draft was distributed to all in the packets for tonight's meeting. A resolution approving the proposed budget will be presented at the December meeting.

Chief Meister asked that all keep Lt. Alan Van Kramer (35+ years of service) in their thoughts and prayers as he is out on medical leave with a battle ahead of him.

Chief Meister shared that Jesse's recovery is going well and is slated to come home next week. He also reminded all of the fundraiser to be held on December 2nd for Jesse Sopko. The event is to be run by SCAD (South Central Ambulance District) who is also an employer of Jesse.

CLOSING PUBLIC PORTION - None.

CLOSING BOARD COMMENTS - Mr. Gauntner reminded all that the December meeting is scheduled for Wednesday December 20th. There was brief discussion to determine if this date poses any attendance issues being so close to the holiday. At this time there are no known conflicts so the meeting will remain as scheduled. Should there be a need to change it, this will be done with at least 48 hours notice and publicized as required.

11-15-2023

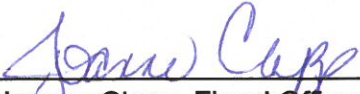
ADJOURNMENT

There being no further business, a motion to adjourn was made @ 19:40 by: Mr. Anderson


Seconded by: Mr. Adams

ROLL CALL: All ayes

Accepted and approved: December 20, 2023



Joanne Clapp, Fiscal Officer



Dan Donaldson, Chair