



***Official Minutes
Regular Business Meeting
June 22, 2021***

The Central County Fire & Rescue Board of Directors held its Regular Monthly Business Meeting on Tuesday, June 22, 2021, 6:00 p.m., via video conferencing due to the current situation with the coronavirus. Present were Chairman Dave Tilley, Treasurer Patricia Hamm and Secretary Sadie Bell. Also, present were Chief Gary Donovan, Assistant Chiefs Tim O'Mara and Bryan Steinmeyer, Fire Marshal Peter Jordan, PIO Jason Meinershagen, Shop Steward Jason Graff, Assistant Shop Steward Kyle Tilley, Attorney Allison Stenger, Accountant Rick Rognan and Secretary Lori Niemann. The meeting was called to order at 6:05 PM by Dave Tilley.

Pledge of Allegiance

Dave Tilley led the Pledge of Allegiance.

Approval of the Meeting Agenda

There was a motion to approve the agenda by Sadie Bell and a second by Dave Tilley. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (A) Sadie Bell (Y)

Approval of the previous meetings minutes

There was a motion to approve the previous minutes by Sadie Bell and a second by Dave Tilley. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (A) Sadie Bell (Y)

Reading of invoices over \$5,000

Chief Donovan read all invoices over \$5,000.00.

Authorization to Pay Bills

There was a motion to pay all bills by Sadie Bell and a second by Dave Tilley. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (A) Sadie Bell (Y)

Current General Obligation Bonds Update with Stifel Representative, Martin Ghafoori

Stifel Representative, Martin Ghafoori reviewed with the Board the District's current general obligation bonds. He stated that the District may want to consider a bond defeasance in the near future.

The floor was then opened to the public for comments and questions.

There were none.

Presentation of 2020 Audit Report – Botz Deal & Company

Lindsey Ruhr from Botz Deal & Company presented and discussed with the Board the 2020 audit. Ms Ruhr stated that Botz & Deal had issued an Unqualified Clean Opinion for the 2020 audit report which is the highest audit finding indicating no issues were found with the financial management of the District. There was a motion by Sadie Bell and a second by Patricia Hamm to accept the audit report from Botz Deal & Company. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) Sadie Bell (Y)

P & C Insurance Renewal

Assistant Chief Steinmeyer reviewed with the Board the proposals the District received for property and casualty insurance. HM submitted two options, one proposal with ESIP for a yearly premium of \$114,842.00 and another proposal with Fire Plus for a yearly premium of \$96,270. The District also received a proposal from Assured Partners. The P & C Insurance coverage would be with Selective Insurance Co. of America and Liberty Mutual Insurance Co. with a yearly premium of \$85,296.00. Assistant Chief Steinmeyer stated that the policies were reviewed line per line and his recommendation to the Board was to accept the proposal from Assured Partners. Sadie Bell made a motion to accept the proposal from Assured Partner. There was a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) Sadie Bell (Y)

Dave Tilley made a motion to give Chief Donovan authorization to change the broker of record from HM to Assured Partners. There was a second by Sadie Bell. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) Sadie Bell (Y)

Division Reports:

Operations: Assistant Chief Bryan Steinmeyer gave an update on the Operations of the District. He stated that the District was very busy over the weekend running calls due to the storms.

Prevention: Fire Marshal Peter Jordan gave an update on the prevention Bureau.

Administration: Assistant Chief O'Mara stated that there was nothing to report.

ALS: There was no ALS Report at this time.

PIO: PIO Jason Meinershagen presented to the Board the correspondence the District had recently received and went over social media performance and upcoming public relation events.

Purchase Requests/Staff Recommendations

Chief Donovan presented to the Board recommendations from the Planning Committee to approve the following purchase requests:

- Obtain the services of Warren County Electric to install property lighting to the rear of the garage at Station #2 for a total cost of \$7,400.00. There was a motion by Sadie Bell to obtain the service of Warren County Electric to install property lighting behind the garage at Station #2. There was a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) Sadie Bell (Y)

- Purchase three swift water gear kits (for new employees with prior certification) from Leo Ellebracht Company for a total cost of \$4,523.22. There was a motion by Patricia Hamm and a second by Sadie Bell to purchase 3 swift water gear kits from Leo Ellebracht Company. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) Sadie Bell (Y)

- Purchase September 11th, Twentieth Anniversary Challenge Coins for Community Outreach Fundraiser for a total cost of \$2,616.30. There was a motion by Sadie Bell and a second by Patricia Hamm to approve the purchase of the challenge coins for the 20th anniversary of September 11th. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) Sadie Bell (Y)

Treasurer's Report

Accountant Rick Rognan presented the treasurer's report to the Board (see attached). He stated that as of May 31st, we should have used 41.7% of the budget and we have used 37.33%. Expenses are currently under budget by 4.37%. He recommended that we continue to be conservative. There was a motion by Patricia Hamm and a second by Sadie Bell to approve the treasurer's report. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) Sadie Bell (Y)

There was a motion by Sadie Bell to close Open Session at 7:06 PM. There was a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) Sadie Bell (Y)

There was a motion by Sadie Bell to go into Closed Session for legal and personnel matters. There was a second by Patricia Hamm. A roll call vote was taken.

Vote: Dave Tilley (Y) Patricia Hamm (Y) Sadie Bell (Y)

The Closed Meeting was adjourned at 7:20 PM and the Board returned to Open Session to state that there were no announcements made in Closed Session.

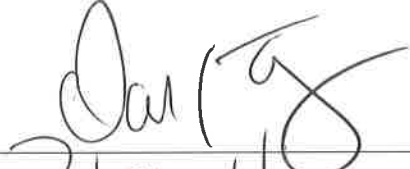
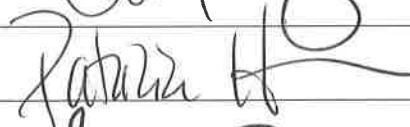
Patricia Hamm made a motion to adjourn the meeting at 7:20 PM. There was a second by Sadie Bell. A roll call vote was taken.

Vote: Dave Tilley (Y)

Patricia Hamm (Y)

Sadie Bell (Y)

The meeting was adjourned at 7:20 PM.

Director 
Director 
Director 