

HOLIDAY SHORES FIRE PROTECTION DISTRICT

July 19, 2022 at 7:30 p.m.

Minutes of Regular Meeting of District Trustees

Meeting called to order by President Henke at 7:42 p.m.

Trustees Henke, Bussmann and Wilkens were in attendance.

Chief O'Brien, Assistant Chief Opel, President Bagby and Attorney Balsters were also in attendance.

Minutes for the June Regular Meeting were approved as emailed to the Trustees.

Correspondence:

Request from Madison Communication to update billing information.

Treasurer's Report as of July 19, 2022 was given and approved.

Monthly Income	\$ 68,096.32
Monthly Expenses	19,841.12

Account Balance:

Checking Account	107,946.75
Money Market	133,991.12

Total Funds	\$241,937.87
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Loan #1	280,338.12
Loan #2	130,250.65

Consideration of Ordinance 2022-1 – It was moved by Trustee Bussmann and second by Trustee Wilkens to approve the Ordinance as presented. On roll call vote, Henke aye, Bussmann aye, Wilkens aye. Motion passed. The budget will be forwarded to The Intelligencer for publishing as well as the District website.

OLD BUSINESS:

The station generator bid has been published in The Intelligencer and we have received one sealed bid already. The bids will be opened on August 11 at 6:30 p.m. Deadline for filing the sealed bid is the same day at 4:30 p.m. The Trustees will be present with a special meeting posted with the website and on the marquee.

The department officers have met recently to finalize new and updated SOGs for the department. The Chief will email the SOGs to the Trustees prior to the next regular meeting.

NEW BUSINESS: None

VOLUNTEER'S REPORT:

Membership:

We currently have 24 active members, 1 non-active member and 1 probationary candidate.

Greg Jennings assumed an Officer role as Medical Training Officer (MTO); appointed by Chief O'Brien.

1st Aid/CPR classes will be given for free to Holiday Shores Fire Protection District residents Saturday, August 27, 2022 from 9-12. Trying to gain more community involvement and exposure. Small campaigns for recruitment to hopefully gain new members.

CHIEF'S REPORT:

Personnel: Of the three personnel discussed last month, two have resulted in pending departures. We have one additional member leaving as they have moved out of district, and one new candidate.

Building/Facilities: The Generator Bid has been published, and we have one sealed bid to review so far. No other vendors/bids have come in and no other inquiries have been made. Initial indications are the costs will be in line with expectations. We may need to provide a 'down payment'/payment to lock in pricing and initiate work.

Fire Marshall Review: I will be meeting with the State Fire Marshall representative on Wednesday, July 20th to review the latest training updates, requirements, and standards.

Budget: Adjustments to the balance being carried forward (not allocated) were made in accordance with the recommendations of our legal counsel, no other significant changes to the budget and allocations were made pending the ordinance approval.

Equipment Updates: At this time there are no significant equipment challenges or deficiencies exist, we are still waiting for resolution regarding the cab mounts on 3310 but are held up due to manufacturer delays.

Call Billing: We are considering engaging a vendor to assist us with out of district billing efforts. We have identified a company called ESBC who handles Fire Department/Fire District billing and collection efforts for non-resident responses. They are paid by collecting a percentage of the payment. We are still researching what that amount is. Assuming the costs aren't exorbitant, we will consider signing up for the service.

PUBLIC COMMENT: None

TRUSTEE COMMENT: None

No further business was discussed or brought up; meeting was adjourned at 8:14 p.m.

Submitted by

Nick Wilkens, HSFPD Secretary/Treasurer