

**MINUTES OF THE BOARD OF DIRECTORS OF
THE HARTSEL FIRE PROTECTION DISTRICT BOARD MEETING**

June 08, 2023

Call to Order and Pledge of Allegiance: Meeting was called to order at 5:06 P.M.

Roll Call: Susan Borgardt, Beth Burtch via zoom, Ann Grothe, Cindy McArthur, Chief Brian Cook, HFPD Admin. Asst. Melissa Kash.

Approval of Agenda: A motion was made to approve the agenda as presented by Susan Borgardt and seconded by Cindy McArthur. Voted "yes" unanimously. Motion carried.

Approval of Minutes Dated 05.11.23 A motion to approve the minutes of 05.11.23 by Cindy McArthur and seconded by Susan Borgardt. Voted "yes" unanimously. Motion carried.

Citizens Comments: None

Board Concerns/Comments: Susan has a concern with Library Art Sale location and informed Brian.

Old Business:

- A. Policy and Procedures- Chief Cook is reviewing them and making appropriate changes and recommendations. Plans are for them to be posted on the member section of the portal. They will be reviewed by the board and then voted on next month.
- B. Facility Equipment Report was reviewed. Engine damaged in Badger Creek fire is back in service. Engine 1 is still waiting for parts. Burn facility is almost complete, waiting for electricity.

New Business:

- A. Board member position- Executive session started at 5:40 pm and ended 5:49pm discussed open board position. Will vote for a new board member next month.
- B. 2018 IFC Adoption- Chief Cook reports we need to adopt a Fire Code for new builds, renovations for business/commercial properties. This will not affect residential builds. Ann Grothe made a motion to approve the resolution 2023-3 Fire Code and seconded by Susan Borgardt. Voted "yes" unanimously. Motion Carried.
- C. Salaries- Annual Salary review for Chief and Administrative Assistant and Deputy. Cindy McArthur made a motion for an annual increase of 5% for both positions and Deputy on first year anniversary and seconded by Beth Burtch. Roll Call: Susan Borgardt, Beth Burtch, Ann Grothe, Cindy McArthur. All yes, no nays. Motion carried.

Financials:

- A. Accept Financials: A motion to accept financials as presented was made by Susan Borgardt and seconded by Ann Grothe. Roll Call: Susan Borgardt, Beth Burtch, Ann Grothe, Cindy McArthur. All yes, no nays. Motion carried.
- B. Approve Bills: A motion was made to approve the bills as presented by Ann Grothe and seconded by Beth Burtch . Roll Call: Susan Borgardt, Beth Burtch, Ann Grothe, Cindy McArthur. All yes, no nays. Motion carried.
- C. Approve Fund Transfers: A motion to approve the funds transfer of \$51,000.00 to the General Fund, \$7000.00 to the Debit Card for a total of \$58,000.00 was made by Susan Borgardt and seconded by Cindy McArthur . Roll Call: Susan Borgardt, Beth Burtch, Ann Grothe, Cindy McArthur. All yes, no nays. Motion carried.

Chief's Report:

- A. Calls to Date 2022 was 138 and 2023 is 164.
- B. Impact fee 2022 was 18 and 2023 is 25.
- C. Still waiting on the Billing for the 403 Fire
- D. We have been using the burn facility a lot. We have added a non-mandatory training every Thursday morning for 3 hours to help with skills.
- E. Fire Academy is going great! We have 17 firefighters signed up to take the State Certification 9 from HFPD State Live Fire is July 8, State written is July 11 and State Practical is July 15.
- F. Our Website and Email is up and running

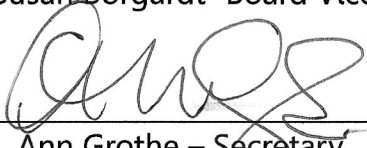
Adjournment: A motion to adjourn was made by Ann Grothe and seconded by Susan Borgardt . Voted "yes" unanimously, motion carried. Adjourned at 6:18 P.M.

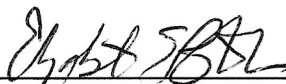
Next Board Meeting is July 13th at 5:00 P.M.

THESE MINUTES ARE OFFICIAL RECORD OF THE PROCEEDINGS OF THE MEETING,
SIGNIFIED BY BOARD MEMBERS SIGNATURES BELOW.

Signed:  Date: 7/13/23
Cindy McArthur -Board Chief

Signed : _____ Date: _____
Susan Borgardt- Board Vice President

Signed:  Date: 7/13/23
Ann Grothe - Secretary

Signed :  Date: 7/13/2023
Beth Burtch- Board Member