

CASS COUNTY FIRE DISTRICT #1

MEETING MINUTES

July 1, 2020

Call to Order

The Cass County Fire District #1 (CCFD1) Board met at 4:30 p.m. at Cass County Fire District 1 Station at 1444 Holland Street, Logansport, Indiana. Meeting was called to order by Michael L. Sims, Chairman. Members present were Michael L. Sims, Chairman; Jeff Asselin, Vice Chairman; Dave Patty, Member at Large; and Bridget Enyeart, Fiscal Officer/Secretary.

Minutes

Meeting Minutes of June 3, 2020 will be reviewed and approved at the August meeting. Dave Patty made a motion to accept the minutes. Jeff Asselin seconded the motion. **Motion passed 3-0.**

TREASURER'S REPORT/PAYMENT OF CLAIMS

Treasurer's Report was given by Fiscal Officer, Bridget Enyeart. Rainy Day Fun \$33,089.66; Building Debt Fund \$0; County Emergency Loan Fund \$20,420.63; Fire Truck Loan Fund, \$20,459.40; Fire General Fund \$1,300,867.75; Cumulative Fire Fund \$86,023.71; Payroll Deductions: \$0. Checking Balance \$43,153.35. Savings Account Balance \$1,417,707.80. Jeff Asselin made a motion to accept the Treasurer's Report and all claims submitted for payment in July including estimated withholding and unemployment payments, Michael L. Sims seconded. **Motion passed 3-0**

FIRE CHIEF'S REPORT

- Fire Chief Chris Cover presented fire runs. Board requested run reports to include all fire departments that respond with us and specify their contribution with their assistance. Board also wants the runs broken down by taxing units as has been done in the past.
- We have started the hiring process again for CCFD#1. We still need approximately 2 part-time/PRN staff and potentially one new full-time firefighter. All applications need to be returned to the Department by July 15, 2020 for consideration.
- Shift have been assigned duties to upgrade the outside of the department as well as the inside. Reports to follow at future meetings.
- Plans to have donated light pole installed after painting it is planned.
- Information presented on Lexipol services for future policy manuals.
- Information presented regarding Forcible Entry Training, swift water rescue training, first responder water rescue set, Cold water immersion suit, life vests, cascade water helmets, throw bags, inflatable rescue boat.
- Re-reviewed replacing hoses in the future and reviewed estimates surrounding those from T.J. Nowak Supply Co in Ft. Wayne and 5 Alarm.
- Reviewed the need for a Smoke Ejector and the costs associated with those.
- Reviewed updated list on Structural Fire Gear Expiration
- Re-visited estimate of concrete driveway vs. rock in roundabout out front and budgeting funds for next year for potential upkeep.
- Reviewed status of RIT bag and Medical Kit bags.
- Information presented and reviewed regarding adding BLS transport in the future and the estimated cost of purchasing an ambulance.

Dave Patty made a motion to accept the Fire Chief's report. Jeff Asselin seconded. **Motion passed 3-0.**

OLD BUSINESS

All contracts for 2021 contractual services have been returned except for Washington Township. We will be holding a roundtable meeting with trustees within our district to discuss future contracts and fire services.

NEW BUSINESS

2021 Budgets line items for 2021 were reviewed. Discussed with firemen cost of living increases, health insurance, 401K/retirement plans and clothing allowance for next year. Salary Ordinance to be signed in August. Dave Patty made a motion to accept the 2021 budget as reviewed. Jeff Asselin seconded. **Motion passed 3-0.** Budget workshop is scheduled for July 21, 2020 at 9:00 am via online with DLGF Team Viewer. 1st Reading of 2021 Budget is scheduled for September 18, 2020 at 9:00 am in front of the Cass County Council. 2nd Reading/Adoption is scheduled for October 16, 2020 at 9:00 am.

Our interim review for Insurance coverage was completed by Capstone Insurance. Renewal set to take place with Capstone on August 3, 2020 at 3:00 pm.

Per our attorney recommendation a letter was sent to the State of Indiana, FSSA/DMHA, Logansport State Hospital, Mr. Dudley at the Logansport Juvenile Detention Center. We will continue to provide services to the State Hospital Grounds through August 30, 2020. Letter will be attached to meeting minutes.

PUBLIC COMMENTS

None

NEXT MEETING

Next regular meeting is scheduled for August 5, 2020 at 4:30 pm.

MEETING ADJOURNMENT

Jeff Asselin made a motion to adjourn the meeting. Michael L. Sims seconded. Meeting adjourned at 6:36 pm. **Motion passed 3-0.**

Respectfully submitted,

Bridget I. Enyeart, Fiscal Officer

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