

Holt Community Fire Protection District

Minutes of Regular Board of Directors Meeting

November 9, 2021

The regular meeting of the Holt Community Fire Protection District was held on November 9, 2021. The meeting was called to order at 7:00 p.m. President Goodin being in the chair. Roll call was taken with Ralph Wright, Steven Brown, Loren Thoman present; as well as Chief Looper and Secretary Parker. Chris Joiner was absent

The minutes from the October 19, 2021, Regular Board Meeting were presented and approved. Motion was made to approve the minutes made by Shane Goodin and 2<sup>nd</sup> by Ralph Wright, all approved. The financial statement was filed for audit.

The Chief's report is attached and made a part of these minutes.

Chief Looper reported that we had 53 calls overall, for the month of October. Making a total of 561 for 2021. There were no structure fires in the month of October. 1 Mutual Aid was given in October. 9 Smoke Alarms were installed, and no Car Seat Installations were done.

Volunteer Hours for October were 120 with a year-to-date total of 1023.75.

A walk-through familiarization was conducted at Precision Woods and Northern Hill Church and Christian Academy with the crews.

Med 52 had to have an electronic control module replaced by ARV to repair the hydraulic suspension.

Volunteer Wayland Russell is attending MU Core Driver class. Volunteer Wayland Russell has finished and is completely certified as a Fire-Fighter. Christian Beavers is in the process of testing for his Fire-Fighter 1 & 2. Both Volunteers have started EMT classes.

A volunteer informational meeting was held this past month. 4 interested parties attended. Chief Looper, the crew on duty, Wayland Russell and Christian Beavers all attended to answer the potential volunteers' questions. All the volunteers in attendance filled out an application to become volunteers

The Chief, Wayland Russell and the crew on duty went to Northern Hills School to speak with the pre-school and first grade classes about "community helpers". The Chief and the crew on duty also attended the Trunk or Treat, held in Holt by the city, and passed out candy to the trick or treaters.

#### **New Business**

The official election results have been received and the Tax Levy that was on the November 2, 2021, ballot did not pass.

Board Member Loren Thoman will not be seeking re-election in April 2022, so we will have an open vacancy on the board. Interested candidates may begin filing on December 7, 2021, the last day for candidate filing is December 28, 2021.

Longevity pay was presented to the board for approval. The board reviewed and approved the longevity pay to be paid on the first payroll in December 2021. Motion was made by Ralph Wright and 2<sup>nd</sup> by Shane Goodin, all approved.

A thank you card was signed by all board members to be sent to Jim Dier for his continued support and his current election help. Secretary Parker will get the card mailed out.

An ambulance rate increase was discussed, to bring our rates up to meet the surrounding districts current charges. It was decided to table the discussion till the December meeting.

Covid Hazard Pay was discussed for the crews. It was agreed to be tabled till the December board meeting.

Old Business - None

With no further business to discuss. Loren Thoman made a motion to adjourn, and it was seconded by Shane Goodin.

The meeting was adjourned at 8:20 pm.

Shane Goodin Shane Goodin Chairman Date 12-14-21

Kimberly Parker Kimberly L Parker Secretary Date 12-15-21

# Holt Community Fire Protection District

## Budget vs. Actuals: FY 2021 - FY21 P&L -Operational

January - November, 2021

	Actual	Budget	Total	over Budget	% of Budget
<b>Income</b>					
300 Clay County Tax Levy Income	413,232.17	360,242.87		52,989.30	114.71%
301 Clinton County Tax Levy Income	319,921.53	312,576.93		7,344.60	102.35%
310 Ambulance Revenue	132,534.15	100,000.00		32,534.15	132.53%
315 CARES ACT	53,769.55	59,072.64		-5,303.09	91.02%
320 Interest Income	840.78	269.00		571.78	312.56%
332 GEMT	30,934.61	30,934.61		0.00	100.00%
390 Other Income	26,045.00			26,045.00	
390.1 Misc. Income - Fees	3,466.33			3,466.33	
<b>Total Income</b>	<b>\$ 980,744.12</b>	<b>\$ 863,096.05</b>	<b>\$ 117,648.07</b>	<b>\$ 117,648.07</b>	<b>113.63%</b>
<b>Gross Profit Expenses</b>	<b>\$ 980,744.12</b>	<b>\$ 863,096.05</b>	<b>\$ 117,648.07</b>	<b>\$ 117,648.07</b>	<b>113.63%</b>
<b>400 CAPITAL EXPENDITURES</b>					
400.01 All Capital Improvements				0.00	
<b>Total 400 CAPITAL EXPENDITURES</b>			<b>10,298.00</b>	<b>-10,298.00</b>	<b>0.00%</b>
<b>410 HR EXPENSES</b>					
410.100 Benefits -Health	50,978.03	72,516.84		-21,538.81	70.30%
410.101 Benefits - American Funds	14,657.81	5,000.00		9,657.81	293.16%
410.102 Lagers	45,404.54	55,447.86		-10,043.32	81.89%
410.200 Workman's Comp. Insurance	124,600.00	63,368.00		61,232.00	196.63%
410.300 Payroll Tax	36,026.19	32,000.00		4,026.19	112.58%
410.400 Wages	706.28			706.28	
410.401 Regular	300,074.61	288,792.00		11,282.61	103.91%
410.402 Overtime	36,591.84	16,000.00		20,591.84	228.70%
410.403 Wages - Part Time	75,693.56	111,808.00		-36,114.44	67.70%
<b>Total 410.400 Wages</b>	<b>\$ 413,066.29</b>	<b>\$ 416,600.00</b>	<b>-\$ 3,533.71</b>	<b>\$ 3,533.71</b>	<b>99.15%</b>
<b>Total 410 HR EXPENSES</b>	<b>\$ 684,732.86</b>	<b>\$ 644,932.70</b>	<b>\$ 39,800.16</b>	<b>\$ 39,800.16</b>	<b>106.17%</b>
<b>420 ADMINISTRATION</b>				0.00	

420.100 Building Maint/Repair				0.00				
420.101 Building Maintenance	4,071.22	7,000.00	-2,928.78					58.16%
420.102 Grounds and Landscape	791.63	500.00	291.63					158.33%
420.103 Janitorial Supplies	2,642.55	500.00	2,142.55					528.51%
420.104 Station Supplies	1,095.02	500.00	595.02					219.00%
420.105 Utilities	10,536.65	14,000.00	-3,463.35					75.26%
<b>Total 420.100 Building Maint/Repair</b>	<b>\$ 19,137.07</b>	<b>\$ 22,500.00</b>	<b>\$ -3,362.93</b>					<b>85.05%</b>
420.200 Communication			0.00					
420.201 Cable	1,491.23	1,000.00	491.23					149.12%
420.202 Cell Phones	1,601.00	2,000.00	-399.00					80.05%
420.203 Dispatching	6,800.46	5,600.00	1,200.46					121.44%
420.204 Radio Maintenance	382.53	500.00	-117.47					76.51%
420.205 Radio Supplies	163.20	500.00	-336.80					32.64%
420.206 Telephone	3,723.92	4,500.00	-776.08					82.75%
420.207 Tower Rental	373.25	320.00	53.25					116.64%
<b>Total 420.200 Communication</b>	<b>\$ 14,535.69</b>	<b>\$ 14,420.00</b>	<b>\$ 115.69</b>					<b>100.80%</b>
420.300 Equip. Maint/Repair			0.00					
420.301 Vehicle Maintenance	15,268.77	13,877.10	1,391.67					110.03%
420.302 Vehicle Supplies	83.80	500.00	-416.20					16.76%
420.306 Fuel	8,127.55	10,000.00	-1,872.45					81.28%
<b>Total 420.300 Equip. Maint/Repair</b>	<b>\$ 23,480.12</b>	<b>\$ 24,377.10</b>	<b>\$ -896.98</b>					<b>96.32%</b>
420.400 Prof Fee/Dues			0.00					
420.401 Ads & Election Fees	6,017.23	1,800.00	4,217.23					334.29%
420.402 Dues	1,370.00	1,800.00	-430.00					76.11%
420.403 EMS Billing	9,024.90	6,800.00	2,244.90					102.56%
420.404 Legal & Accounting Fees	1,950.00	2,000.00	-50.00					97.50%
420.405 Licensing		600.00	-600.00					0.00%
420.406 MARC	771.68	721.00	50.68					107.03%
420.408 Payroll	2,768.44	4,500.00	-1,731.56					61.52%
420.409 Audits	11,850.00	11,900.00	-50.00					99.58%
420.410 Benevolent/Good Will	1,153.49		1,153.49					
<b>Total 420.400 Prof Fee/Dues</b>	<b>\$ 34,905.74</b>	<b>\$ 32,121.00</b>	<b>\$ 2,784.74</b>					<b>108.67%</b>
420.500 Office Expense	5,245.59	3,500.00	1,745.59					149.87%
Paper and Supplies	69.00		69.00					

Total 420.500 Office Expense	\$	5,314.59	\$	3,500.00	\$	1,814.59	151.85%
420.600 Training-Amb & Fire		1,992.82		3,500.00		-1,507.18	56.94%
420.700 Vehicle & Bldg. - Ins.		26,597.00		26,738.00		-141.00	99.47%
<b>Total 420 ADMINISTRATION</b>	\$	<b>125,982.93</b>	\$	<b>127,156.10</b>	\$	<b>1,193.17</b>	<b>99.06%</b>
430 EMS Services						0.00	
430.100 EMS Supplies		12,189.32		13,000.00		-830.68	93.61%
430.101 GEMT Expenses		3,044.80				3,044.80	
430.102 IGT Expenses		10,635.95		10,635.95		0.00	100.00%
430.103 Cares Act		29,205.78		59,072.64		-29,866.86	49.44%
430.200 Oxygen		225.70		500.00		-274.30	45.14%
430.300 Minor Equipment Purchases		533.19		500.00		33.19	106.64%
430.301 Minor Equipment Maintenance		3,810.46		2,500.00		1,310.46	152.42%
<b>Total 430 EMS Services</b>	\$	<b>59,625.20</b>	\$	<b>86,208.59</b>	\$	<b>26,583.39</b>	<b>69.16%</b>
440 Fire Services						0.00	
440.100 PPE Clothing		4,733.75		2,500.00		2,233.75	189.35%
440.200 SCBA Maintenance		2,034.66		2,500.00		-465.34	81.39%
440.201 SCBA Supplies				500.00		-500.00	0.00%
440.300 Minor Equipment Purchases		2,265.81		500.00		1,765.81	453.16%
440.301 Minor Equipment Maintenance		1,651.10		500.00		1,151.10	330.22%
440.400 Uniforms		2,671.59		1,000.00		1,671.59	267.16%
<b>Total 440 Fire Services</b>	\$	<b>13,356.91</b>	\$	<b>7,500.00</b>	\$	<b>5,856.91</b>	<b>178.09%</b>
<b>Total Expenses</b>	\$	<b>883,677.90</b>	\$	<b>876,095.39</b>	\$	<b>7,582.51</b>	<b>100.87%</b>
<b>Net Operating Income</b>	\$	<b>97,066.22</b>	\$	<b>12,999.34</b>	\$	<b>110,065.56</b>	<b>-746.70%</b>
<b>Net Income</b>	\$	<b>97,066.22</b>	\$	<b>12,999.34</b>	\$	<b>110,065.56</b>	<b>-746.70%</b>

Friday, Dec 10, 2021 06:40:00 AM GMT-8 - Cash Basis

AMBULANCE REVENUE 2021

MONTH	REFUNDS	MEDICLAIMS	MEDICARE	MOEMSAC		OTHER INS	MONTHLY TOTAL	COLLECTION		NET	NET MONTHLY INCOME
				MEDICAID	REVENUE			EXPENSES	REVENUE		
JANUARY	-\$114.76	\$4,946.67	\$2,330.10	\$1,951.45	\$9,113.46	\$152.50	\$ (68.62)	\$ 83.88	\$9,197.34		
FEBRUARY	-\$298.74	\$1,409.50	\$4,522.24	\$4,298.55	\$9,931.55	\$569.25	\$ (283.87)	\$ 313.09	\$10,244.64		
MARCH		\$4,360.29	\$3,405.69	\$852.03	\$8,618.01	\$162.50	\$ (61.12)	\$ 91.38	\$8,719.39		
APRIL		\$3,778.67	\$5,237.82	\$1,064.06	\$10,080.55	\$172.50	\$ (70.12)	\$ 102.38	\$10,182.93		
MAY		\$4,107.19	\$1,949.07	\$102.38	\$6,158.64	\$1,150.81	\$ (460.33)	\$ 690.48	\$6,849.12		
JUNE	-\$1,846.19	\$5,547.57	\$4,678.61	\$681.68	\$9,061.67				\$9,061.67		
JULY		\$5,795.16	\$3,345.51	\$784.65	\$9,925.32				\$9,925.32		
AUGUST		\$11,038.74	\$3,819.32		\$14,858.06	\$132.50	\$ (50.25)	\$ 82.25	\$14,940.31		
SEPTEMBER	-\$140.27	\$3,659.27	\$3,574.07	\$567.28	\$7,660.35			\$ 74.75	\$7,735.10		
OCTOBER		\$5,804.16	\$5,280.73	\$739.87	\$11,824.76	\$343.50	\$ (166.50)	\$ 177.00	\$12,001.76		
NOVEMBER		\$9,721.17	\$2,292.27	\$1,411.25	\$13,979.02	\$82.50	\$ 24.75	\$ 57.75	\$14,036.77		
DECEMBER	-\$100.00										
TOTAL	-\$2,499.96	\$60,168.39	\$40,435.43	\$12,453.20	\$111,211.39	\$2,766.06	\$ (1,136.06)	\$ 1,672.96	\$112,894.35		

<b>2021</b>	Badge	JAN.	FEB.	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
	Schaeffer, Matt	5.5	6.5		10.5									22.5
	Beavers,Chris	36	22	23	6		22.3	11	6	9.25	13	12.5		161
	Michaels, Donald												2	2
	Russell, Wayland	61.25	66	49.5	66.5	75.75	95.5	118.25	61.75	150.5	107.75	110.3	25	1517
	Weidmaier, David												2	2
	Total	102.75	94.5	72.5	83	75.75	118	129.25	67.75	159.75	120.75	122.8	27	<b>1173.5</b>