



Holt Community Fire Protection District Regular Board of Directors Meeting

August 13, 2024

MINUTES

President Shane Goodin called the Regular Board Meeting to order at 7:00 PM. The pledge of allegiance was recited by all attending.

Roll call was taken with Board members Shane Goodin, Ralph Wright, Dan Howard, and Charlie Dawson present. Chief Ed Barger and Secretary/Treasurer Shirley Harbin were also present at this meeting. Director Kathy Stimelsky joined the meeting at approximately 7:30 PM.

Also, present were four (4) community taxpayers.

Consent Agenda

- Approval of Minutes from previous month. The Board took approximately 10 minutes to read the July 9, 2024 Minutes. President Goodin indicated the Minutes are also publicized on the HCFPD website for viewing so the community can read them at their convenience.
- President Goodin asked for a Motion to approve the July 9, 2024, Minutes. Dan Howard approved, and Charlie Dawson seconded the Motion. All approved. Motion was approved.
- Paid Bills – President Goodin questioned the bond interest payment coming out of Kearney Trust Company not Goppert Bank. The check was written in error out of the Kearney Trust Company and will be voided. The bond payment will be wired out of Goppert Bank.
- President Goodin indicates there are no other questions about the paid bills.
- President Goodin and Director Wright thanked Jerry Nicas of Big Daddy's Automotive for buying campaign signs and coming to the meeting to support the Mill Levy vote.

Public Comments

- President Goodin and Director Wright thanked the audience for their donations and support for the signs.

Chief's Report

- July Response Summary shows 296 calls YTD with 32% fire and 65% EMS. Last year at this time we were at 390 calls with 35% fire and 65% EMS. We are down 106 calls from last year that was used for the GEMT before. We are still auditing the 2022 GEMT figures. President Goodin asked about year 2023 and Chief Barger says we did not put in for that year.
- Next week we are going to start gathering data to put in for 2024. Chief says he has some good direction from the Director of Buchanan County EMS about how much to set back from GEMT

money, GEMT has a habit of auditing and asking for their money back, 30-40% is his standard set-back. Chief says we could put this money back in a CD and make 4-5% interest on it and when GEMT asks for it back we will have the money to pay it back and make some interest on our investment.

- Deputy Chief Ferguson presented the Staffing and Operations Report:
July ALS vs BLS transports:
 - We had 26 ALS shifts; 2 – 12-hour shifts for BLS and 3 – 24 hour shifts for First Responder.
 - We currently have 5 volunteers with 188 hours for the month of July.
 - One new volunteer, Justin Keane started in June.
 - Gave out one volunteer application to RaDana Smith, a 22-year-old college student looking at Pre-Med transfer with a heavy interest in EMS.
 - Deputy Chief indicates we do not have bunker gear for Justin Keane and we need to get him into some training. This purchase, along with the need for another set one of the part timer's is the need to adjust some budget line items to shift funds to the PPE line item.
 - The total volunteer training hours for 2024 are 1,927.
 - Chief and Deputy Chief are revising the volunteer and new employee orientation book. We are changing many of the training and operational practices from the previous administration when it comes to both new hires and volunteers.

Mechanical/Continuing Issues:

- Battery replacement on E51 at a cost of approximately \$1,500.00. We do not have this bill yet.
- The building lock on the front door was moved to the west side of the building near the picnic table. This was done due to the fact that the lock on the front door, making it difficult to unlock the door. The lock is now attached to the building at the rear door and has the same combination, and the key inside will unlock this back door and the front door.

Chief continued with his report and began discussing Financials stating he will need some Board approval on certain items.

- Chief made some budget adjustments because we need to buy two sets of bunker gear. Chief asked for Board approval.
 - President Goodin asked for a motion to approve to purchase two sets of bunker gear at approximately \$3,500-\$3,700 each. Director Wright made the Motion and Director Howard seconded the Motion. All approved and the Motion carried.

- Budget vs. Actuals
 - Chief discussed the budget indicating the 69.15% of wages for the year is misleading because when the Worker Compensation bill arrives the budget will show different numbers. We will need to look at the CD to make this payment even though we will lose the 4% interest on it.

Chief discussed the following Old Business items:

- Defeasance Payment – Debt Service
 - We are currently over the allowable limits in the debt service account by \$32,937.00. We need approval to make the two payments now of \$280,000.00 leaving \$170,937.00 in the account
 - President Goodin asked for a motion to make the payment now out of the Goppert account. Director Howard made the Motion and Director Dawson seconded the Motion. All approved and the Motion carried.
- Debt Service Interest Payment 9/01/2024
 - The due date for the payment to be wired to UMB is 9/01/2024 in the amount of \$7,523.75 and the invoice is attached. The next debt service payment will be due on March 1, 2025 in the amount of \$135,000.00. Chief Indicated that this will be wired out of Goppert within the next week. Motion made by Director Howard, Seconded by Director Wright, All approved and Motion carried.
- Vector Solutions
 - Chief is still in negotiations with Target Solutions for the invoice of \$1,276.50.
 - This has been elevated to the next level several times and we continue to receive the same invoice from four different individuals.
 - Chief is continuing to hold his stance on this being set up by the past administration as an automatic renewal and not agreeing to pay it with the change of personnel in January 2024.
- Strategic Planning Work Session
 - Chief indicates we need a planning session and suggests a Saturday afternoon. No date or time was set for this planning session at this meeting.
- Policies
 - Capitalization Policy - President Goodin asked for a motion to approve the Capitalization Policy. Director Howard made the Motion and Director Dawson seconded the Motion. All approved and the Motion carried.
 - Conflict of Interest Policy - President Goodin asked for a motion to approve the Conflict-of-Interest Policy. Director Dawson made the Motion and Director Howard seconded the Motion. All approved and the Motion carried.
 - Grievance Policy - President Goodin asked for a motion to approve the Grievance Policy. Director Stimelsky made the Motion and Director Dawson seconded the Motion. All approved and the Motion carried.

Agenda Items and Scheduling for Future Meeting:

- Next regular Board Meeting scheduled for September 10, 2024, at 7:00 PM.

Announcements:

- With no further business to discuss President Goodin entertained a motion to adjourn the meeting. Charlie Dawson seconded the Motion to adjourn. All approved. The meeting was adjourned at 8:41 PM.

Shane Goodin, President _____ Date _____

Shirley Harbin, Secretary _____ Date _____