

# ADDISON FIRE BOARD

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## ADDISON FIRE & EMS

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Tim Shaw, Fire Chief/Paramedic  
David Aungst, Deputy Chief

Ray McGrath, Board President  
Bernard Pepper, Vice President  
Dean Bowman, Trustee  
Dan Wonders, Trustee  
Shirley Shuman, Sec./Treasurer

October 20, 2008

The regular meeting of the Addison Fire Board was called to order by Chairman Ray McGrath at 8:00 P.M. with a roll call vote; members present were: Dean Bowman, Bernie Pepper, Ray McGrath, Dan Wonders and Chief Tim Shaw. Also present: United Bank & Trust representatives - Christopher Phillips, Wealth Management Group and Eric Dahlberg, Trust & Investment Group. Absent members: None.

The September 15, 2008 meeting minutes were reviewed. A motion by Dan and supported by Bernie to accept the minutes as presented. All in favor. Motion carried.

Christopher Phillips and Eric Dahlberg introduced themselves to the Board. Eric provided a brief biographical description of his experience in security management and his tenure with United Bank & Trust. They presented a situation analysis and made investment recommendations in consideration of the "Draft Addison Fire Department Board Investment Policy".

In consideration of a Low Risk Tolerance for investments, options presented included Certificates of Deposit (CD) and U.S. Federal Agency Debt (Bonds). Their recommendation included investment in a combination of both. It was noted that there is flexibility to structure monies between UBT Lenawee and UBT Washtenaw. This will provide greater FDIC coverage since each bank can provide the maximum FDIC coverage. After review of a banks rating, brokerage CD's can be purchased from banks around the country to also ensure that FDIC limits are not exceeded. Another recommendation was to tier the investment dates of CD's and Bonds so that they can be redeemed at various dates to provide greater flexibility and availability of cash when needed. Eric disclosed that a flat .5% fee would be charged for managing the funds. Several questions were posed by Board members. In response to a question of how an emergency need for additional cash could be met if funds were invested in a CD. It was noted that emergency cash is available by redeeming a CD, but there would be a penalty for early redemption. The Board thanked Chris and Eric for their presentation.

September Ambulance and Fire Financial Reports and bills were reviewed. It was noted that there were several large capital expenditures previously approved by the Board including: \$132,807 for repair of the 1992 pumper/tanker refurbishment; life packs; and the purchase of a 2003 Ford from Woodstock Twp. There was a motion by Dean and supported by Dan to accept the September Financial Reports and bills. All in favor. Motion carried.

Due to the absence of Mark Cleveland, the Accounts Receivable reports will be presented in October.

ADDISON FIRE DEPARTMENT BOARD

October 20, 2008

Tim presented the September Incident Reports. He noted that there were 74 incidents. These calls include: 3 Addison; 3 Cement City; 17 Rollin; 7 Wheatland; and 18 Woodstock. Station 1 had 20 calls, Station 3 had 23 calls, and there were 31 calls where Station 1 and 3 responded.

Correspondence

None.

Old Business

Shirley discussed the Draft Investment Policy that was mailed to Board members prior to the meeting. It was noted that the Draft policy was sent to Greg Bailey, Bailey & Hodshire for review and comment. Greg Bailey's recommendations were incorporated into the Draft that was presented for Board consideration. The primary objectives of the Investment Policy are: Safety of the investments, Liquidity, Yield, and Local considerations. After discussion of the policy there was a motion by Bernie, supported by Dan to Adopt the Addison Fire Department Board Investment Policy as presented. All in favor. Motion passed.

The Board reviewed the investment proposal presented earlier by United Bank & Trust. In response to a question posed, Shirley reported that we have received an Audited Financial Statement from United Bank and Trust. After discussion, it was moved by Bernie, supported by Ray to accept United Bank & Trust as the AFDB financial institution and to accept their investment proposal, pending their acceptance to adhere to the AFDB investment policy. All in favor. Motion passed.

Tim Shaw reported that this past Saturday the annual hose testing was completed at Station 1. He noted that a flyer was sent to community residents for a photograph fundraiser. He made a recommendation that funds raised be used for a new draft truck. Tim reported that the \$40,000 needed for match money for the new ambulance grant has been met.

Tim noted that an informational meeting will be held with members from Cement City to discuss fire protection. The truck that is currently on location in the Village is on a 1972 chase and was refurbished in 1983. Due to the age and condition of the vehicle, its use is limited to inside the Village limits. If consideration were given to replacement, one option would be to refurbish the 2000 vehicle that has foam, 250 gallons of water, and a 1000 gallon a minute pump. This vehicle could be used outside the Village of Cement City as it could respond and set up a draft. There was discussion on how much is currently being paid by Cement City, how many times the current vehicle has responded to a fire and how it would be manned. Further information will be shared with the Board after the informational meeting.

Tim stated that the 1989 Alpha 1 is in for repair. He noted that Somerset will be responding as backup if needed. When asked about the repair on the 1992 pumper/tanker, he stated that there were a couple of minor electrical things to be fixed. Tim reported that there is a tentative sale of Rescue 35. The potential purchaser is checking on a question of whether an ambulance license is needed.

New Business – None presented

No further business. A motion was made by Dean and supported by Dan to adjourn. All in favor. Motion carried. Meeting was adjourned at 9:23 P.M.

Respectfully submitted:  
Shirley Shuman, Secretary