

**CASS COUNTY FIRE DISTRICT #1
MEETING MINUTES
May 2, 2018**

Call to Order

The Cass County Fire District #1 (CCFD1) Board met at 6:30 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; Dave Patty, Vice Chairman; Jeff Asselin, Member at Large; and Bridget Enyeart, Fiscal Officer/Secretary.

Minutes

Meeting Minutes of April 4, 2018 were reviewed. Jeff Asselin made a motion to accept the minutes. Dave Patty 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 \$102,436.33; Building Debt Fund \$16543.30; County Emergency Loan Fund \$21755.09; Fire General Fund \$597,566.13; Cumulative Fire Fund \$31,010.75. Checking Balance is \$136,528.03. Savings Account Balance is \$632,783.57. Total funds available \$769,311.60. Total Claims submitted. David Patty made a motion to accept the Treasurer's Report and all claims submitted for payment, Jeff Asselin seconded. ***Motion passed 3-0***

FIRE CHIEF'S REPORT

1. Run report was given.
2. Maintenance and service repairs needed were discussed.
3. Board members discussed getting a bid on the floor in the garage to create some drains to move water away from the living quarters in the fire station. Firemen/Mike Sims will get some bids for board review.

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

INTERNAL CONTROL POLICY REVISION

This will be tabled until the October 2018 meeting.

Budget 2019

Budget Workshop for the Cass County Fire District will be held on Friday, July 20, 2018 @ 2:30 pm. First reading of the Cass County Council for our 2019 Budget will be September 21, 2018 @ 9:00 am. Second Reading of the Cass County Council for our 2019 Budget will be October 19, 2018 @ 9:00 am.

Contracts for 2019

Marion Campbell and Greg Breedlove from Town of Royal Center discussed wanting an increase for contractual services between Town of Royal Center and Cass County Fire District #1. Michael L. Sims, Chairman, advised that the Board will be meeting in the next month regarding the estimated budget for next year. Once the Board has reviewed the proposed annual budget and the annual run reports from Town of Royal Center, we will contact them on whether we will be able to increase the contractual services amount.

Bridget will contact Jim Mayhill regarding Washington Township's contact. All other contracts have been mailed. We have not received any other signed contracts back. Contracts are due by the June meeting to process the 2019 Budget in time for July budget workshops.

OTHER BUSINESS

Discussion was held regarding replacing two vehicles in CCFD#1 Fleet in the next two years. The options are to fully borrow for newer used vehicles or to partially borrow and apply for grants for replacement vehicles. We could also use the Rainy-Day fund. The board reviewed information from the State of Indiana Business Webpage which showed Cass County Firefighters Association, Inc. Dissolved by the State of Indiana due to Business Entity Reports not being filed, and that entity has been inactive since 08/31/2011.

It was decided that we needed to set up a new 501C3 so that the firemen could facilitate fundraisers on behalf of Cass County Fire District #1 and so we could apply for future grants. Fiscal Officer Bridget Enyeart will contact Attorney Steve Buschmann regarding recommendations for 501C3. Fiscal Officer Bridget Enyeart will also contact Peters Municipal Consultants regarding the tax ramifications of borrowing for a new debt levy.

Board was advised by Fiscal Officer when deciding on borrowing amount for public meetings, it is always better to publish a higher amount for discussion purposes. For instance, if the Board said they wanted to only spend \$350,000 combined, but then received specs and estimates on newer used vehicles that were \$400,000, the board would have to re-advertise the public hearing for the higher amount.

The Board will advertise \$500,000 with anticipation that the amount of the Board will want to loan will be much less. If the Board obtains a loan in 2018 to spend in 2019, then, we will either need to figure that in the 2019 budget or, ask for an additional appropriation to spend the money. This could cause a delay if we are bidding on used apparatuses. The items in question will be re-visited once a public hearing is in place. The firemen were asked to provide a detailed spec sheet for both apparatuses needing to be replaced with the estimated repairs that will be needed.

PUBLIC COMMENTS

None

MEETING ADJOURNMENT

Jeff Asselin made a motion to adjourn the meeting at 7:16 p.m. David Patty seconded.

Motion passed 3-0.

Respectfully submitted,

Bridget I. Enyeart, Fiscal Officer