

CASS COUNTY FIRE DISTRICT #1
MEETING MINUTES
February 21, 2021

Call to Order

The Cass County Fire District #1 (CCFD1) Board met at 5:00 p.m. at Cass County Fire District 1 Station at 1444 Holland Street, Logansport, Indiana. Meeting was called to order by Jeff Asselin, Chairman. Members present were Jeff Asselin, Chairman; Michael L. Sims, Vice Chairman; Dave Patty, Member at Large; and Bridget Enyeart, Fiscal Officer/Secretary, Chief Chris Cover and Assistant Chief Jerry Maxson.

Minutes

Meeting Minutes of January 2021 were reviewed. Michael L. Sims made a motion to accept the minutes. David 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 Fund \$119,131.62; Building Debt Fund \$0; County Emergency Loan Fund \$19,319.33; Fire Truck Loan Fund, \$18,508.53; Fire General Fund \$1,306,657.24; Cumulative Fire Fund \$73,963.56; Payroll Deductions: \$14,990.37. Checking Balance \$283,980.98. Savings Account Balance \$1,268,589.67. Jeff Asselin made a motion to accept the Treasurer's Report and all claims submitted for payment, David Patty seconded. **Motion passed 3-0**

Annual Report 2020

Bridget Enyeart, Fiscal Officer completed and submitted the following reports in January: 100R, Annual Report for 2019, Federal 1096 and State of Indiana Revenue Report. Reports that were completed for February were the Post-Employment Benefits Report that was due on March 1, 2021 and the Debt Management Report which was also due on March 1, 2021. The fiscal officer also disclosed the Monthly and Annual Engagement upload. All District files are current in the station filing cabinet to January 2021. Jeff Asselin made a motion to accept the reports as given. Michael L. Sims seconded the motion. **Motion passed 3-0.**

FIRE CHIEF'S REPORT

Fire Chief Chris Cover reported the need of replacement hoses. A quote was given that seemed higher than quotes reviewed last year. The board asked Chief Cover to bring three comparable quotes to the next meeting. The back door needs replaced with a metal security door. The approximate cost will be \$400. Jeff Asselin made a motion to replace the door. Dave Patty seconded the motion. **Motion passed 3-0.** Tires are needing replaced on Truck 3. The Board asked that Chief Cover bring back two estimates for tires and further discussed with Chief they would like to see three separate bids if possible, on large expenditure items. Written statement reviewed by Board from probationary firefighter Trevor Kessler regarding backing Tanker 9 into the engine bay and hitting a 6-foot aluminum ladder. Damage to Tanker 9 was minor scrape. Ladder to be replaced by firefighter.

Run reports were given to date. Discussion was held regarding billing Clinton Township for runs in 2020. Last year's minutes were reviewed indicating the Clinton Township Trustee and Fire Chief met with Michael Sims, Bridget Enyeart and Fire Chief Chris Cover discussed dual dispatch on structure fires only. At that time, Clinton Township averaged 1 structure fire a year. It was decided that Clinton Township would pay the district \$200 for each run they go on. The Fire Chief was to bill Clinton and place a copy of the billing invoice in the District's mailbox. If they are disregarded the District will not charge. Michael L. Sims made a motion to table charging Clinton so the Board could review the types of runs and have further discussion with Clinton Township regarding the matter. Jeff Asselin seconded the motion. **Motion passed 3-0.**

Chief Cover asked the Board to consider some type of education reimbursement for firemen for classes that the firemen would take to advance their skills at the fire station. Probationary firefighter Paul Fleury expressed interest in Fire Investigator Certification. The Board indicated they would like time to review the request and tabled the matter.

Chief Cover was approved for FMLA and will be starting his FMLA leave on March 16, 2021. Assistant Fire Chief Jerry Maxson will assume all of Chief Cover's duties while on leave. It is estimated that Chief Cover will take the entire 12 weeks leave.

Physicals for all men will start this month. Monthly training was held with EMS/Prompt. This month's training focused on abdominal injuries.

Michael L. Sims made a motion to accept the Fire Chief's Report. Jeff Asselin seconded the motion. **Motion passed 3-0.**

OLD BUSINESS

Fiscal Officer Bridget Enyeart is reviewing changes of the SOG's with the attorney. The Board discussed putting a general policy in the manual regarding pandemic response in general. Date of distribution slated for April.

NEW BUSINESS

The idea of holding a statewide Ropes Class was introduced to the Board. Currently there are 32 individuals interested in class. Concerns regarding liability was discussed as well as contacting the Andersons regarding holding the training at a location where actual simulation training could be

given. The Board indicated the Chief would need to contact our insurance rep regarding liability here at the station as well as contacting and arranging the training at an offsite location and getting the liability issues worked out with that facility. The issue was also raised about having time to complete construction of the shipping container especially since we need to focus hard on training for probationary firemen. Michael L. Sims made a motion to table the training until more information has been worked out regarding the liability for both on sight and off sight classes. Jeff Asselin seconded the motion. **Motion passed 3-0.**

PUBLIC COMMENTS

None

NEXT MEETING

Next regular meeting is scheduled for April 14, 2021 at 5:30 pm.

MEETING ADJOURNMENT

Jeff Asselin made a motion to adjourn the meeting. David Patty seconded. Meeting adjourned at 6:57 pm. **Motion passed 3-0.**

Respectfully submitted,

Bridget I. Enyeart, Fiscal Officer

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