

**Hartford Fire Board Meeting
August 8, 2022
July Business**

Contents

Page 1	Meeting Agenda
Page 2	Proposed Meeting Minutes of July 11, 2022 Organizational Board Meeting Proposed Meeting Minutes of July 11, 2022 Board Meeting
Page 3	Treasurer's Report
Page 4	Income & Expense and Expenses by Vendor Summary
Page 5	Payroll Summary
Page 6	Balance Sheet and Deposit Detail
Page 7	Budget Performance Report
Page 8	Call Report
Page 9	Chief Harting's Reports
Page 10	Assistant Chief McGrew Report

Hartford Fire Board
Agenda
Monday, August 8, 2022 7:00 PM

- I. Call to Order, Pledge
 - II. Roll call: Jerry Birmele, Steve Starner, Chad Hunt, Helen Sullivan, Carlos Ledesma
 - III. Public Comment: Limited to three minutes per person
 - IV. Approval of the Agenda. Motion by _____ Second by _____ Motion _____
 - V. Approval of organizational meeting minutes from July 11, 2022: Motion by _____Second__ Motion _____
 - VI. Approval of previous meeting minutes from July 11, 2022: Motion by _____Second_____Motion_____
 - VII. Approval of July Treasurer's report: Motion By _____ Second by _____ to approve Treasurer's report as presented. Motion _____
 - a. Accounts Payable: Amount **\$ 56,182.39** Motion by _____Second _____ by roll call vote Motion _____
 - VIII. Review: Income & Expense; Payroll; Balance sheet & Deposit Detail; Budget
 - IX. Fire calls
 - X. Unfinished Business:
NONE
 - XI. New Business:
 - 1. Discussion of Policy 1300. Motion by _____to adopt Policy 1300 Donations & Contributions Second: _____Motion _____
 - 2. Discussion of Policy 1301. Motion by _____to adopt Policy 1301 Purchases from Donations & Contributions fund Second: _____Motion _____
 - 3. Discussion & Approval to move \$1547.7 from 525.2 in the 2022/23 budget back to the 2021/22 budget. Motion by_____ to move funds from 2022/23 budget to 2021/22 Second:_____ Motion _____ by roll call vote of members present.
 - 4. Budget Adjustment for 1841 repair from General Fund to 508.1 in the amount of \$16,063.82. Motion by_____to make the adjustment Second:_____ Motion _____ by roll call vote of members present.
 - o
- Reports:
- a. Fire Chief
 - b. Assistant Fire Chief
 - c. Board

Motion by _____ second by _____ to adjourn at _____pm.

Hartford Fire Board
Organizational Meeting Minutes
Monday, 11 July, 2022 7:00 PM

Members Present Upon Roll call: Jerry Birmele, Steve Starner, Chad Hunt; Carlos Ledesma; Chief Harting; Absent: Helen Sullivan

Others Present: Carole Kiernan, Assistant Chief Kevin McGrew

Chairman Starner called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Public comment opened at 7:01. No public comments, closed at 7:01.

The proposed agenda for the Organizational Fire Board meeting of July 11, 2022 was Presented. Motion by Birmele; Second by Ledesma; to approve the agenda as presented. Motion: Approved

Organization of Fire Board Offices:

- I. Motion by Hunt; Second by Ledesma to nominate Steve Starner as Fire Board Chairperson for the 2022-23 fiscal year. Motion: Approved.
- II. Motion by Birmele; Second by Ledesma to nominate Chad Hunt as Fire Board Vice – Chairperson for the 2022-23 fiscal year. Motion: Approved.
- III. Motion by Starner; Second by Hunt to nominate Jerry Birmele as Fire Board Secretary for 2022-23 fiscal year. Motion: Approved.
- IV. Motion by Hunt; Second by Birmele to nominate Carlos Ledesma as Fire Board Treasurer for 2022-23 fiscal year. Motion: _Approved.

Organization of Meetings for 2022-2023 fiscal year:

- V. Motion by Hunt; Second by Birmele to set regular meetings of the Hartford Fire Board on the second Monday of each month at 7 p.m. for the 2022-2023 fiscal year. Motion: Approved.
- VI. Motion by Birmele; Second by Ledesma to adjourn the 2022-2023 organizational meeting at 7:05pm. Motion: Approved.

Respectfully submitted,

Gerald Birmele, Secretary

HARTFORD FIRE BOARD MEETING
Minutes of Fire Board Meeting July 11, 2022

Chairman Starner called the meeting to order at 7:06 p.m.

The proposed agenda for the Fire Board meeting of July 11, 2022 was Presented. Motion by Birmele; Second by Ledesma; to approve the agenda as presented. Motion: Approved

The proposed minutes of the June 13, 2022 Fire Board meeting were presented. Motion by Hunt; Second by Ledesma to accept the minutes as presented Motion: Approved

The June Treasurer's report was presented. Motion by Hunt; Second by Birmele; to accept Treasurer's report as presented. Motion: Approved

Bills were presented for approval in the amount of \$ 33,310.20 Motion by Hunt; Second by Ledesma; to pay bills in amount of \$ 33,310.20. Motion Approved upon roll call vote of members present.

Unfinished Business:

1. Discussion/Approval of Policy Order 1210 Water Rescue. Motion by Starner to approve Policy Order 1210 as amended, Second: Ledesma. Motion Approved

New Business:

1. Budget balancing: Motion to approve amending budget accounts according to attached list. Motion by Starner to amend accounts per list provided, Second by Birmele Roll Call Vote: Approved

Fire Chief's Report:

Meetings Attended:

- Township
- Van Buren County Medical Control

Information:

1. Conducted inspection on old PNC Bank – Holy Family Health Care—Knox Box has been ordered
2. Working on scheduling annual service on extrication tool and ladders
3. The Fire Department had 297.5-man hours for calls for service, 45 hours for training and donated 36 hours for the month of June.
4. Everyone did a good job at the July 4 accident.

5. Electric car fire training will be attended by Chief and Assistant Chief

Assistant Fire Chief's Report:

Meetings Attended:

City Commission
Township Meeting

Information:

- Training held for Water Rescue
- Continued working on New Inspection/Training Program
- Bobs Funeral
- New Foam and nozzle setup in service
- Storm Cleanup
- 1871 has a small oil leak; will be repaired at same time as the recall on it—no service call charge
- Sending a truck to burn camp (child burn victims) on August 7

Respectfully Submitted,

K. McGrew

Kevin McGrew-Assistant Fire Chief

Other Board Business:

Thanks to Kevin and all others for putting together the Bob Walker Funeral

Motion Hunt, second by Ledesma to close meeting at 7:32 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary

HARTFORD FIRE BOARD MEETING
Minutes of Fire Board Meeting August 8, 2022

Members Present upon roll call: Steve Starner; Carlos Ledesma; Chad Hunt; Jerry Birmele; Chief Harting
Absent: Helen Sullivan

Others Present: Carole Kiernan, Assistant Chief Kevin McGrew

Chairman Starner called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Public comment opened at 7:01. No public comments, closed at 7:01.

The proposed agenda for the Fire Board meeting of August 8, 2022, was Presented. Motion by Hunt; Second by Ledesma; to approve the agenda as presented. Motion: Approved

The proposed minutes of the July 11, Organizational Fire Board meeting were presented. Motion by Ledesma; Second by Birmele to accept the organizational minutes as amended Motion: Approved

The proposed minutes of the July 11, 2022 Fire Board meeting were presented. Motion by Ledesma; Second by Hunt to accept the minutes as amended Motion: Approved

The July Treasurer's report was presented. Motion by Starner; Second by Birmele; to accept Treasurer's report as presented. Motion: Approved

Bills were presented for approval in the amount of **\$56,182.39** Motion by Birmele; Second by Ledesma; to pay bills in amount of **\$56,182.39**. Motion Approved upon roll call vote of members present.

Unfinished Business:

None

New Business:

1. Discussion of Policy 1300. Motion by _____ to adopt Policy 1300 Donations & Contributions Second: _____ Motion _____
2. Discussion of Policy 1301. Motion by _____ to adopt Policy 1301 Purchases from Donations & Contributions fund Second: _____ Motion _____
3. Discussion & Approval to move \$1547.7 from 525.2 in the 2022/23 budget back to the 2021/22 budget. Motion by _____ to move funds from 2022/23 budget to 2021/22 Second: _____ Motion _____ by roll call vote of members present.
4. Budget Adjustment for 1841 repair from General Fund to 508.2. Motion by Hunt to make the adjustment in the amount of \$16,036.82. Second by Birmele Motion Approved by roll call vote of members present.

Fire Chief's Report:

Meetings Attended:

- Township
- City
- Van Buren County Medical Control

Information:

1. Annual ladder testing completed
2. New front tires 1841, annual service completed
3. I will be on Vacation August 12-21

Assistant Fire Chief's Report:

Meetings Attended:

Township Meeting



Information:

- Fair
- Golf cart up and running again
- Kits made up for trucks to hand out to kids on calls
- 2 Cold Weather suites donated from Dept up north- Thanks to Cole Hunt for securing this donation.
- All Cameras from Grant have been placed in service
- Preparing for Back to School Bash

Respectfully Submitted,

K. McGrew

Kevin McGrew-Assistant Fire Chief

Other Board Business:

Respectfully submitted,

Gerald Birmele, Secretary

**Treasurer's Report for meeting on July 11, 2022
For the month ending July 31, 2022**

Cash Balances

Operations – General Fund

Reconciled Cash Balances of Prior Month ended June 30, 2022–Huntington **\$ 125,050.50**

XXX Deposits

City of Hartford – Contribution	\$ 10,208.68
Township of Hartford – Contribution	\$ 15,313.02
Pride Care	\$ 0.00
Township Ass't Chief Grant	\$ 0.00
Bangor Township Cost Recovery	\$ 3,315.00
Interest	\$ 9.87
IRS Refund of Overpayment	\$ 598.28
Water Rescue Training (Watervliet & Bangor)	\$ 1,000.00
Total Deposits	\$ 30,448.85

Total Balance of General Fund **\$ 155,499.35**

XXX Expenditures for approval:

Vendors payable	\$ 44,124.45
Grant Expense	\$ 42.20
Payroll released July 2022 (11,089.38 – 2,138.68)	\$ 8,950.70
Bank Fees	\$ 78.00
MI & Fed Tax Withholdings	\$ 2,987.04

Total Expenditure **\$ 56,182.39**

General Fund Balance July 31, 2022 **\$ 99,316.96**

Capital Equipment

Reconciled Cash Balance as of June 30, 2022 – Millage Fund **\$ 102,614.79**

Reconciled Cash Balance as June 30, 2022 – Maintenance Fund **\$ 13,326.45**

Cash Balances for month June 30, 2022 **\$ 215,258.20**

Invested Capital Equipment

Huntington Investment #TCL6358 – Millage Fund Investment June 30, 2022 **\$ 9,923.90**

Huntington Investment #TCL6901 Investment June 30,2022 **\$ 91,129.74**

**Hartford Fire Board
August 8, 2022 Meeting
Payroll Summary
July Business**

	<u>TOTAL</u>	
	<u>Hours</u>	<u>Jul 22</u>
Employee Wages, Taxes and Adjustments		
Gross Pay		
Salary	2.00	4,401.63
Assistant Fire Chief	2.00	500.00
Fire Board Office	42.50	680.00
Grant Pay	1.00	800.00
Grass Fire	5.00	77.00
Lift Assist	3.00	48.00
Med Assist	116.00	1,856.75
Mutual Aid	22.00	345.00
Other	8.00	127.50
PI Accident	39.50	621.00
Shift Coverage	74.00	1,110.00
Training	16.00	247.50
Vehicle Inspection	18.00	275.00
Total Gross Pay	349.00	11,089.38
Deductions from Gross Pay		
Dental-Vision		-29.08
Firefighters Assn Dues		-460.51
First Net AT&T		-40.00
Health Insurance		-354.24
Total Deductions from Gross Pay		-883.83
Adjusted Gross Pay	349.00	10,205.55
Taxes Withheld		
Federal Withholding		-767.00
Medicare Employee		-160.81
Social Security Employee		-687.55
MI - Withholding		-523.32
Medicare Employee Addl Tax		0.00
MI - Cities Res Tax		0.00
MI - Cities Work Tax		0.00
Total Taxes Withheld		-2,138.68
Net Pay	349.00	8,066.87
Employer Taxes and Contributions		
Company FICA		687.55
Company Med		160.81
Retirement Fund		264.21
MI - Obligation Assessment		0.00
Total Employer Taxes and Contributions		1,112.57

**Hartford Fire Board Meeting
August 8, 2021
Balance Sheet & Deposit Detail
July Business**

BALANCE SHEET

	Jul 31, 22
ASSETS	
Current Assets	
Checking/Savings	
102 Regular Check Hunt..3427	71,811.66
105 CD Fund Equity..C...288	0.38
106 Millage Fund Hunt..3456	102,614.79
108 Maintenance Hunt....3469	13,325.32
Chemical Financial Advisors	69,932.47
Huntington Advisors #901	91,129.74
Huntington TLC006358	9,923.90
Total Checking/Savings	358,738.26
Total Current Assets	358,738.26
TOTAL ASSETS	358,738.26
LIABILITIES & EQUITY	0.00

Deposit Detail

Type	Num	Date	Name	Account	Amount
Deposit		07/18/2022		102 Regular Check	
				Hunt..3427	29,834.98
				Payroll Liabilities	-598.28
				420 Bangor 1st Resp	
				Reimburse	-3,315.00
					-
				402 Hartford City	10,208.68
					-
			401 Hartford Township		15,313.02
			516.2 Firefighter I & II		-400.00
					-
TOTAL					29,834.98
Deposit		07/26/2022		102 Regular Check	
				Hunt..3427	600.00
				516.2 Firefighter I & II	-600.00
					-600.00
TOTAL					-
Deposit		07/31/2022		108 Maintenance	
				Hunt....3469	0.11
				404 Interest	-0.11
					-
TOTAL					-0.11
Deposit		07/31/2022		106 Millage Fund Hunt..3456	
					0.78
				404 Interest	-0.78
					-
TOTAL					-0.78
Deposit		07/31/2022		106 Millage Fund Hunt..3456	
					8.72
				404 Interest	-8.72
					-
TOTAL					-8.72

**Hartford Fire Board Meeting
August 8, 2021
Balance Sheet & Deposit Detail
July Business**

Deposit		07/31/2022		102 Regular Check Hunt..3427	9.87
				404 Interest	-9.87
TOTAL					-9.87
Deposit		07/31/2022		Huntington TLC006358	17.74
				Investment Income	-17.74
TOTAL					-17.74
Deposit		07/31/2022		Huntington Advisors #901	164.58
				Investment Income	-164.58
TOTAL					-164.58
Paycheck	ACH	07/31/2022	Flemming, Lisa M.	102 Regular Check Hunt..3427	0.00
				500.2 Firefighters/Medics	16.00
				500.2 Firefighters/Medics	16.00
				410 Firefighters Assn Dues	-28.19
				Payroll Tax Expense	1.99
				Payroll Liabilities	-1.99
				Payroll Liabilities	-1.99
				Payroll Tax Expense	0.46
				Payroll Liabilities	-0.46
				Payroll Liabilities	-0.46
				Payroll Liabilities	-1.36
TOTAL					0.00
Paycheck	ACH	07/31/2022	Reed, Kevin A	102 Regular Check Hunt..3427	0.00
				500.2 Firefighters/Medics	14.00
				410 Firefighters Assn Dues	-12.32
				Payroll Tax Expense	0.87
				Payroll Liabilities	-0.87
				Payroll Liabilities	-0.87
				Payroll Tax Expense	0.21
				Payroll Liabilities	-0.21
				Payroll Liabilities	-0.21
				Payroll Liabilities	-0.60
TOTAL					0.00

Hartford Fire Board
Profit & Loss Budget Performance
July 2022

	<u>Jul 22</u>	<u>Budget</u>	<u>Jul 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
303 Investment Market Changes	-2,085.76		-2,085.76		
401 Hartford Township	15,313.02	15,313.02	15,313.02	15,313.02	183,756.24
402 Hartford City	10,208.68	10,208.68	10,208.68	10,208.68	122,504.16
404 Interest	19.48		19.48		
409 Fire Report Request	0.00	4.18	0.00	4.18	50.00
420 Bangor 1st Resp Reimburse	3,315.00	718.20	3,315.00	718.20	8,617.87
521 Cost Recovery Reimbursement	0.00	756.89	0.00	756.89	9,082.68
Hartford Township Grants	0.00	800.00	0.00	800.00	9,600.00
Investment Income	182.32		182.32		
Total Income	<u>26,952.74</u>	<u>27,800.97</u>	<u>26,952.74</u>	<u>27,800.97</u>	<u>333,610.95</u>
Gross Profit	26,952.74	27,800.97	26,952.74	27,800.97	333,610.95
Expense					
500 Payroll					
500.1 Fire Chief	4,401.63	4,498.50	4,401.63	4,498.50	53,982.00
500.10 Chief Health Benefits	1,916.60	1,916.74	1,916.60	1,916.74	23,000.00
500.2 Firefighters/Medics	3,597.75	5,833.37	3,597.75	5,833.37	70,000.00
500.3 Support Staff	680.00	750.00	680.00	750.00	9,000.00
500.4 Chief Retirement	269.91	333.37	269.91	333.37	4,000.00
500.5 Shift Coverage	0.00	1,200.00	0.00	1,200.00	14,400.00
500 Payroll - Other	1,110.00		1,110.00		
Total 500 Payroll	<u>11,975.89</u>	<u>14,531.98</u>	<u>11,975.89</u>	<u>14,531.98</u>	<u>174,382.00</u>
501 Professional, Insur.& Legal					
501.1 Legal Expenses	0.00	250.00	0.00	250.00	3,000.00
501.2 Professional - Audit	0.00	583.35	0.00	583.35	7,000.00
Total 501 Professional, Insur.& Legal	<u>0.00</u>	<u>833.35</u>	<u>0.00</u>	<u>833.35</u>	<u>10,000.00</u>
502 Utilities					
502.1 Internet-Telephone	228.98	241.70	228.98	241.70	2,900.00
502.2 Electric	370.00	450.00	370.00	450.00	5,400.00
502.3 Natural Gas	209.00	125.00	209.00	125.00	1,500.00
502.4 First Net-AT&T	366.36	375.00	366.36	375.00	4,500.00
502.5 EPS Door Security	149.58	50.00	149.58	50.00	600.00
Total 502 Utilities	<u>1,323.92</u>	<u>1,241.70</u>	<u>1,323.92</u>	<u>1,241.70</u>	<u>14,900.00</u>
503 Mileage					
503.1 Mileage - other	0.00	8.35	0.00	8.35	100.00
Total 503 Mileage	<u>0.00</u>	<u>8.35</u>	<u>0.00</u>	<u>8.35</u>	<u>100.00</u>
505 Building Maintenance					
505.1 Bldg Supplies/Maintenanc	196.60	250.00	196.60	250.00	3,000.00
505.3 Grounds Maintenance	0.00	41.66	0.00	41.66	499.92
505.4 Capital Bldg Improvement	0.00	333.35	0.00	333.35	4,000.00
505.5-Trash	0.00	27.10	0.00	27.10	325.00
Total 505 Building Maintenance	<u>196.60</u>	<u>652.11</u>	<u>196.60</u>	<u>652.11</u>	<u>7,824.92</u>
506 Fuel					

Hartford Fire Board

Profit & Loss Budget Performance

July 2022

	<u>Jul 22</u>	<u>Budget</u>	<u>Jul 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
506.1 Unleaded Gas	598.57	366.70	598.57	366.70	4,400.00
506.2 Diesel	709.15	250.00	709.15	250.00	3,000.00
Total 506 Fuel	1,307.72	616.70	1,307.72	616.70	7,400.00
508 Vehicle Maintenance					
508.1 Ladder #1841	16,063.82	258.37	16,063.82	258.37	3,100.00
508.2 Tanker #1831	0.00	175.00	0.00	175.00	2,100.00
508.3 Heavy Rescue #1871	0.00	175.00	0.00	175.00	2,100.00
508.4 Rescue Pickup #1869	0.00	33.37	0.00	33.37	400.00
508.5 Jeep #1860	0.00	33.37	0.00	33.37	400.00
508.6 Explorer #1810	0.00	33.37	0.00	33.37	400.00
508.7 Pick-Up #1801	82.79	33.37	82.79	33.37	400.00
508.8 #1802	0.00	33.37	0.00	33.37	400.00
Total 508 Vehicle Maintenance	16,146.61	775.22	16,146.61	775.22	9,300.00
511 Office					
511.1 Office Equipment	0.00	166.66	0.00	166.66	166.66
511.2 Equipment Repairs	0.00	12.50	0.00	12.50	150.00
511.3 Office Supplies	144.45	125.00	144.45	125.00	1,500.00
511.4 Printing	0.00	16.70	0.00	16.70	200.00
511.5 Software/Upgrades	0.00	100.00	0.00	100.00	100.00
511.6 Copy Lease	0.00	30.00	0.00	30.00	360.00
Total 511 Office	144.45	450.86	144.45	450.86	2,476.66
512 Insurance					
512.1 Worker's Comp	1,261.25	500.00	1,261.25	500.00	6,000.00
512.10 Accident & Sickness Ins	0.00	1,833.37	0.00	1,833.37	22,000.00
512 Insurance - Other	3,787.00		3,787.00		
Total 512 Insurance	5,048.25	2,333.37	5,048.25	2,333.37	28,000.00
513 Payroll Taxes	3,116.87		3,116.87		
515 Equipment & Equip Maint					
515.1 Ladder #1841	16.98	58.37	16.98	58.37	700.00
515.10 Firefighting Foam	0.00	83.37	0.00	83.37	1,000.00
515.11 Ford Truck	0.00	8.37	0.00	8.37	100.00
515.12 Air Tanks	0.00	237.50	0.00	237.50	2,850.00
515.2 Tanker #1831	16.98	58.37	16.98	58.37	700.00
515.3 Heavy Rescue #1871	341.68	475.00	341.68	475.00	5,700.00
515.4 Rescue Pickup #1869	0.00	16.70	0.00	16.70	200.00
515.5 Jeep #1860	0.00	0.00	0.00	0.00	0.00
515.6 Explorer #1810	404.00	45.87	404.00	45.87	550.00
515.7 Eq't Maintenance Other	1,008.97	116.74	1,008.97	116.74	1,400.00
515.8 Small Equipment Maintenance	170.74	33.37	170.74	33.37	400.00
515.9 Medical Supplies	0.00	208.37	0.00	208.37	2,500.00
515 Equipment & Equip Maint - Other	2,211.00		2,211.00		
Total 515 Equipment & Equip Maint	4,170.35	1,342.03	4,170.35	1,342.03	16,100.00
515.13 Ford Truck 1802	0.00	8.37	0.00	8.37	100.00
516 Training					

Hartford Fire Board Profit & Loss Budget Performance July 2022

	<u>Jul 22</u>	<u>Budget</u>	<u>Jul 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
516.1 Fire Chief Training	0.00	166.74	0.00	166.74	2,000.00
516.2 Firefighter I & II	1,271.00	283.37	1,271.00	283.37	3,400.00
516.3 Medlc	0.00	83.37	0.00	83.37	1,000.00
516.4 Fire Officer Classes	0.00	166.74	0.00	166.74	2,000.00
516.5 Drivers Training	0.00	16.70	0.00	16.70	200.00
Total 516 Training	1,271.00	716.92	1,271.00	716.92	8,600.00
518 Physicals					
518.1 Annual Physicals	0.00	666.74	0.00	666.74	8,000.00
518.2 New Employee Physicals	0.00	25.00	0.00	25.00	300.00
Total 518 Physicals	0.00	691.74	0.00	691.74	8,300.00
519 Subscriptions & Dues					
519.1 HelpNet	186.00	66.74	186.00	66.74	800.00
519.11 West MI Assn of Fire Chi	0.00	8.37	0.00	8.37	100.00
519.13 S MEMSIC	0.00	6.25	0.00	6.25	75.00
519.3 FirePrograms	1,968.34	166.74	1,968.34	166.74	2,000.00
519.4 IAFC	0.00	20.87	0.00	20.87	250.00
519.5 MI State Firefighters Asn	0.00	8.37	0.00	8.37	100.00
519.6 NFPA	0.00	25.00	0.00	25.00	300.00
519.9 MPSCS	0.00	8.37	0.00	8.37	100.00
Total 519 Subscriptions & Dues	2,154.34	310.71	2,154.34	310.71	3,725.00
525 Personal Equipment					
525.1 Duty Gear	0.00	583.37	0.00	583.37	7,000.00
525.2 Personal Equipment	1,547.70	233.37	1,547.70	233.37	2,800.00
525.3 Small Equipment	0.00	133.37	0.00	133.37	1,600.00
Total 525 Personal Equipment	1,547.70	950.11	1,547.70	950.11	11,400.00
526 FEMA Grant	0.00	208.37	0.00	208.37	2,500.00
527 Bank Fees	78.00	30.00	78.00	30.00	360.00
528 Bd Members Compensation	240.00	350.00	240.00	350.00	4,200.00
529 Mandatory Annual Testing					
529.1 Personal Veh Inspections	0.00	41.70	0.00	41.70	500.00
529.2 Fire Extinguishers	0.00	41.70	0.00	41.70	500.00
529.3 Hoses	2,791.60	250.00	2,791.60	250.00	3,000.00
529.4 Ladders	1,306.50	116.70	1,306.50	116.70	1,400.00
529.8 Air Compressor	165.00	83.37	165.00	83.37	1,000.00
529.9 Flow Testing Air Packs	0.00	91.70	0.00	91.70	1,100.00
Total 529 Mandatory Annual Testing	4,263.10	625.17	4,263.10	625.17	7,500.00
530 Generator					
530.1 Maintenance	0.00	20.87	0.00	20.87	250.00
530.2 Maintenance Contract	0.00	58.37	0.00	58.37	700.00
Total 530 Generator	0.00	79.24	0.00	79.24	950.00
531 Auxiliary					
531.1 Auxiliary Supplies	0.00	20.87	0.00	20.87	250.00
Total 531 Auxiliary	0.00	20.87	0.00	20.87	250.00
Payroll Tax Expense	2,148.36		2,148.36		

Hartford Fire Board Profit & Loss Budget Performance July 2022

	<u>Jul 22</u>	<u>Budget</u>	<u>Jul 22</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Uncategorized Expenses	7.03		7.03		
Total Expense	<u>55,140.19</u>	<u>26,777.17</u>	<u>55,140.19</u>	<u>26,777.17</u>	<u>318,368.58</u>
Net Ordinary Income	-28,187.45	1,023.80	-28,187.45	1,023.80	15,242.37
Other Income/Expense					
Other Expense					
Grant Expenditures	42.20		42.20		
Total Other Expense	<u>42.20</u>		<u>42.20</u>		
Net Other Income	-42.20	0.00	-42.20	0.00	0.00
Net Income	<u><u>-28,229.65</u></u>	<u><u>1,023.80</u></u>	<u><u>-28,229.65</u></u>	<u><u>1,023.80</u></u>	<u><u>15,242.37</u></u>

July 2022 CALLS

+	#	TIME	Address	People	COST	TYPE OF CALL
2-Jul	350	13:24	I-94	6	\$ 94.50	PI Accident
2-Jul	351-Twp	19:13	70th St. & 48th Ave	4	\$ 79.50	Other-Pole Fire
3-Jul	352-City	19:14	Heywood St.	5	\$ 77.00	Grass Fire
3-Jul	353-City	21:00	Wendell	2	\$ 33.00	Med Assist-Chest Pain
3-Jul	354-City	22:01	Olds Ave.	2	\$ 66.00	Med Assist-Difficulty Breatl
4-Jul	355-City	9:03	Maple Hill	4	\$ 64.50	Med Assist-Chest Pain
4-Jul	356-City	13:54	Pleasant St.	3	\$ 48.00	Med Assist-Knee Pain
4-Jul	357	14:28	Bangor Twp	3	\$ 48.00	Med Assist-Fall
4-Jul	358-City	18:18	Wendell	3	\$ 48.00	Lift Assist
4-Jul	359	20:44	Bangor Twp	6	\$ 276.50	PI Accident
5-Jul	360	6:08	Coloma Twp	6	\$ 389.50	Mutual Aid
5-Jul	361-Twp	14:34	CR 687	3	\$ 33.00	Med Assist-Unconscious
8-Jul	362-City	10:59	Shepard St.	4	\$ 32.00	Med Assist-Dog Bite
9-Jul	363-City	12:44	Bowie St.	6	\$ 77.75	PI Accident
9-Jul	364-Twp	15:59	66th St.	3	\$ 48.00	Other-Low Wire
9-Jul	365-City	20:01	Center St.	3	\$ 48.00	Med Assist-Unconscious
10-Jul	366	7:41	I-94	5	\$ 79.00	PI Accident
10-Jul	367-City	15:59	Haver St.	9	\$ 123.75	Med Assist-Difficulty Breatl
11-Jul	368-City	16:00	Maple St.	1	\$ 17.00	Med Assist-Bleeding
11-Jul	369-Twp	19:57	CR 372	2	\$ 17.00	Med Assist-Seizure
12-Dec	370-City	17:44	Vanderlyn	1	\$ 17.00	Med Assist-Possible OD
12-Jul	371-City	18:31	Austin Dr.	2	\$ 32.00	Med Assist-Assault Victim
13-Jul	372-Twp	17:39	CR 687	3	\$ 48.00	Med Assist-Head Trauma
13-Jul	373-City	17:46	Haver St.	3	\$ -	Other-Smoke Investigation
14-Jul	374-Twp	3:46	68th St.	2	\$ 32.00	Med Assist-Lift Assist
14-Jul	375-Twp	12:27	56th Ave.	1	\$ -	Med Assist-Sick Person
15-Jul	376-City	23:01	Pleasant St.	2	\$ 33.00	Med Assist-Chest Pain
16-Jul	377-Twp	8:25	Ellenborough	2	\$ 33.00	Med Assist-Hip Issue
17-Jul	378-City	17:01	Bernard St.	3	\$ 48.00	Med Assist-Code 5
19-Jul	379-City	9:00	Main St.	1	\$ -	Gas Leak/CO2
19-Jul	380	17:37	Red Arrow Hwy	2	\$ 33.50	Med Assist-Head Trauma
19-Jul	381-City	18:52	Engle Way	2	\$ 32.00	Med Assist-Choking
19-Jul	382-Twp	19:39	CR 681	1	\$ 17.00	Med Assist-Chest Pain
19-Jul	383-City	20:36	Washington St.	3	\$ 48.50	Med Assist-Unconscious
20-Jul	384-City	16:40	Main St.	1	\$ 13.75	Med Assist-Pregancy
21-Jul	385-Twp	9:46	CR 687	2	\$ -	Med Assist-Difficulty Breatl
21-Jul	386-Twp	19:21	48th Ave	3	\$ 45.75	Med Assist-Altered
22-Jul	387-Twp	10:02	65th St.	2	\$ -	Med Assist-Medical Alarm
22-Jul	388-Twp	18:12	CR 681	5	\$ 77.75	Med Assist-Sick Person
23-Jul	389	16:40	Bangor Twp	5	\$ 78.25	PI Accident
24-Jul	390-City	18:23	Wendell	6	\$ 93.25	Med Assist-Chest Pain
25-Jul	391-Twp	10:15	CR 687	3	\$ 16.00	Med Assist-Diabetic Issues
25-Jul	392-City	15:18	Pleasant St.	3	\$ 49.50	Med Assist-Difficulty Breatl
25-Jul	393-City	17:01	Elmwood	3	\$ 49.50	Med Assist-Sick Person
27-Jul	394	21:52	Bangor Twp	4	\$ 64.50	Med Assist-Sick Person

27-Jul	395-Twp	22:37	CR 687	4	\$	32.25	Med Assist-Difficulty Breatl
27-Jul	396-City	23:21	Center St.	3	\$	48.00	Med Assist-Unconscious
28-Jul	397-City	2:18	Center St.	2	\$	32.00	Med Assist-Altered
28-Jul	398-Twp	13:03	68th St.	3	\$	16.50	Med Assist-Unresponsive
28-Jul	399-Twp	14:54	Springdale Dr.	3	\$	33.50	Med Assist-Difficulty Breatl
29-Jul	400	13:09	Bangor Twp	2	\$	-	Med Assist-Difficulty Breatl
29-Jul	401-Twp	13:27	52nd Ave.	2	\$	-	Med Assist-Fall
29-Jul	402-City	18:15	Wendell	3	\$	48.50	Med Assist-Altered
30-Jul	403-Twp	7:55	66th Ave	3	\$	48.50	Med Assist-Fall
30-Jul	404-City	11:35	Wendell	2	\$	33.50	Med Assist-Sick Person
30-Jul	405-City	19:46	Bowie St.	4	\$	63.50	Med Assist-Seizure
30-Jul	406-City	21:09	Bowie St.	4	\$	13.75	Med Assist-Possible Heart
31-Jul	407-City	9:55	Maple St.	3	\$	48.50	Med Assist-Chest Pain
31-Jul	408-Twp	13:00	68th Ave.	4	\$	63.50	Med Assist-Chest Pain
31-Jul	409-City	14:42	Wendell	2	\$	31.50	Med Assist-Sick Person
31-Jul	410	21:56	Bangor Twp	2	\$	32.00	Med Assist-Seizure

Total Costs for Fire Calls	\$ 3,107.75
Chief's Salary	\$ 4,401.63
Administrative Cost (Support Staff)	\$ 680.00
Trainings/Inspection Costs	\$ 522.50
Total Costs for Fire Calls	\$ 8,711.88

Total Calls this mor	61	Total July Calls	Fiscal Year Totals	Grass Fire	1
Total Calls for 2021	794	City Calls 31	City Calls 31	d Assist	49
Total Calls f for 2020	698	Twp Calls 20	Twp Calls 20	PI Accident	5
Total Calls f for 2019	673	I-94 Calls 2	I-94 Calls 2	Mutual Aid	1
Total Calls f for 2018	552	Other 7	Other 7	Other	3
Total Calls f for 2017	345	Red Arrow Calls 1	Red Arrow 1	Gas Leak	1
Total Calls f for 2016	303		Total f/y 61	Fire	0
Total Calls f for 2015	333			Vehicle Fire	0
Total Calls f for 2014	312			Lift Assist	1
Total Calls f for 2013	292				
Total Calls f for 2012	281				
Respectfully submitte		Priority 3 Calls	SHADED		

Assistant Chief Report

August

Information

- Fair
- Golf cart up and running again
- Kits made up for trucks to hand out to kids on calls
- 2 Cold Weather suites donated from Dept up north- Thanks to Cole Hunt for securing this donation.
- All Cameras from Grant have been placed in service
- Preparing for Back to School Bash

Meetings Attended: Township

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

HARTFORD FIRE DEPARTMENT

Policy Order

1300

Donations and Contributions

I. PURPOSE

The purpose of this policy is to provide guidance on the acceptance of donations and direct contributions to the fire department that are not included in the normal operating budget approved by the City and Township of Hartford. Examples of these types of funds are donations from business, private citizens and groups that seek to improve the quality of equipment and or services for the Hartford Fire Department.

II. POLICY

All Contributions made to the Hartford Fire Department must be accepted in accordance with any applicable Board policy or auditing guidelines. Monetary and in-kind contributions can be made with a specific target or purpose, but will not be accepted if they contain unreasonable or unethical requirements.

All donations will be processed and accepted by the Fire Board and appropriated into the appropriate account for expenditure. A separate account shall be created and maintained for this purpose. Donated funds shall not be used to supplement the regular approved budget and shall be used for special projects, advanced equipment and training that is above and beyond the normal requirements. Requests for such funds shall be made in accordance with Policy Order 1301.

HARTFORD FIRE DEPARTMENT

Policy Order

1301

Purchasing

(Donations and Contributions Fund)

I. Purpose

The purpose of this policy is to provide guidance on the process in which funds are requested from the Hartford Fire Board's Donations and Contributions fund. The funds in this account are not considered normal operating budget monies and are set aside for special projects, advanced equipment and training that is above and beyond the normal requirements.

II. Policy

The process in which funds are requested is outlined as follows in this policy.

Requests for funds from this account shall only be made by the Fire Chief or Assistant Fire Chief, no members or outside organizations are authorized to obtain funds from this account.

A written request shall be submitted to the fire board at a monthly meeting for consideration of funds from this account. Requests shall contain detailed descriptions of special projects, advanced equipment and or training that is being requested.

For request \$5,000 or greater, every attempt shall be made to secure written quotes, with the understanding that unique equipment may only be available from one source.

Approval of request shall be made in the form of a Roll Call vote by the members of the Hartford Fire Board.