

**Hartford Fire Board**  
Agenda  
Monday, June 14, 2021 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 previous meeting minutes from June 14, 2021: Motion by \_\_\_\_\_ Second \_\_\_\_\_ Motion \_\_\_\_\_
- VI. Approval of June Treasurer's report: Motion By \_\_\_\_\_ Second by \_\_\_\_\_ to approve Treasurer's report as presented. Motion \_\_\_\_\_
  - a. Accounts Payable: Amount \$ **21,640.68** Motion by \_\_\_\_\_ Second \_\_\_\_\_ by roll call vote Motion \_\_\_\_\_
- VII. Review: Income & Expense; Payroll; Balance sheet & Deposit Detail; Budget
- VIII. Fire calls
- IX. Unfinished Business:  
NONE
- X. New Business:
  - 1. Acceptance of Chad Kostrzewska resignation. Motion by \_\_\_\_\_ Second \_\_\_\_\_ to accept Chad Kostrzewska's letter of resignation effective June 30, 2021. Motion \_\_\_\_\_
  - 2. Approve moving 1871 final payment from 2020/2021 Budget to 2021/2022 Budget. Motion by \_\_\_\_\_; Second \_\_\_\_\_ to approve moving the final payment to Spencer for new 1871 to 2021/2022 Budget Motion \_\_\_\_\_
- XI. Reports:
  - a. Fire Chief
  - b. Assistant Fire Chief
  - c. Board

Motion by \_\_\_\_\_ second by \_\_\_\_\_ to adjourn at \_\_\_\_\_ pm.

**Hartford Fire Board Meeting**  
**July 12, 2021**  
**Balance Sheet & Deposit Detail**  
**June Business**

**BALANCE SHEET**

			<u>May 31, 21</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
102 Regular Check Chem Bk...847		73,706.61	
105 CD Fund Equity..C...288		-336.62	
106 Millage Fund Chem Bank .167		83,571.38	
108 Maintenance Chem Bk ...183		16,311.61	
Chemical Financial Advisors		80,357.24	
TCF Investment Services #2		<u>100,640.57</u>	
<b>Total Checking/Savings</b>		<u>354,250.79</u>	
<b>Total Current Assets</b>		<u>354,250.79</u>	
<b>TOTAL ASSETS</b>		<b><u>354,250.79</u></b>	
<b>LIABILITIES &amp; EQUITY</b>			0.00

**Deposit Detail**

Type	Date	Name	Account	Amount
Deposit	06/01/2021		Chemical Financial Advisors	351.62
			303 Investment Market Changes	-351.62
TOTAL				-351.62
Deposit	06/07/2021		102 Regular Check Chem Bk...847	1,153.26
			521 Cost Recovery Reimbursement	-50.00
			513 Payroll Taxes	-578.26
Payment	06/07/2021	Pride Care Ambulance	Undeposited Funds	<u>-525.00</u>
TOTAL				-1,153.26
Deposit	06/07/2021		102 Regular Check Chem Bk...847	13,427.79
			401 Hartford Township	<u>13,427.79</u>
TOTAL				13,427.79
Deposit	06/11/2021		102 Regular Check Chem Bk...847	3,416.24
			420 Bangor 1st Resp Reimburse	-3,416.24
TOTAL				-3,416.24
Deposit	06/14/2021		102 Regular Check Chem Bk...847	8,951.96
			402 Hartford City	-8,951.96
TOTAL				-8,951.96
Deposit	06/14/2021		106 Millage Fund Chem Bank .167	6,343.02
			411 Hartford City Millage	-6,343.02

**Hartford Fire Board Meeting**  
**July 12, 2021**  
**Balance Sheet & Deposit Detail**  
**June Business**

TOTAL				-6,343.02
	Deposit	06/14/2021	106 Millage Fund Chem Bank .167	14,016.35
			412 Hartford Township Millage	<u>14,016.35</u>
TOTAL				14,016.35
	Deposit	06/30/2021	106 Millage Fund Chem Bank .167	0.76
			404 Interest	<u>-0.76</u>
TOTAL				-0.76
	Deposit	06/30/2021	108 Maintenance Chem Bk ...183	0.11
			404 Interest	<u>-0.11</u>
TOTAL				-0.11
	Deposit	06/30/2021	102 Regular Check Chem Bk...847	0.82
			404 Interest	<u>-0.82</u>
TOTAL				-0.82
	Paycheck	06/30/2021	Flemming, Ryan C.	102 Regular Check Chem Bk...847
			500.2 Firefighters/Medics	30.00
			500.2 Firefighters/Medics	22.50
			500.2 Firefighters/Medics	22.50
			Payroll Liabilities	-46.07
			Payroll Tax Expense	4.65
			Payroll Liabilities	-4.65
			Payroll Liabilities	-4.65
			Payroll Tax Expense	1.09
			Payroll Liabilities	-1.09
			Payroll Liabilities	-1.09
			Payroll Liabilities	<u>-23.19</u>
TOTAL				0.00

# **Hartford Fire Board**

**436 East Main Street, Hartford, MI 49057  
(269)621-4707**

## **Schedule of Regular Meetings 7 p.m. on dates listed below**

**Monday, July 12, 2021  
Monday, August 9, 2021  
Monday, September 13, 2021  
Monday, October 11, 2021  
Monday, November 8, 2021  
Monday, December 13, 2021**

**Monday, January 10, 2022  
Monday, February 14, 2022  
Monday, March 14, 2022  
Monday, April 11, 2022  
Monday, May 9, 2022  
Monday, June 13, 2022**

## **at the Hartford Fire Department**

**436 E. Main St.  
Hartford, MI 49057**

**This notice is posted in compliance with the Open Meetings Act, Public Act 267 of 1976, as amended (MCL 41.72a(2)(3)) and the Americans with Disabilities Act.**

**The Hartford Fire Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting or public hearing upon 7 days notice to the Hartford Fire Board.**

**Individuals with disabilities requiring auxiliary aids or services should contact the Hartford Fire Board by writing or calling the following: Chair Steve Starner, 66561 CR 372, Hartford, MI 49057 or call 269-208-5896.**

**Posted on: 7/12/2021**

**Signature of Board Chairman** \_\_\_\_\_

## **Assistant Chief Report**

**June**

### **Information**

- 1871 update
- AAA grant was denied
- Light Bar on 1810 broke
- Finishing up EMT Class

Respectfully submitted

K.McGrew

Kevin McGrew-Asst. Fire Chief

**Hartford Fire Board**  
Organizational Meeting Agenda  
Monday, 12 July, 2021 7:00 PM

I. Call to Order, Pledge

1. Roll call: Jerry Birmele, Steve Starner, Chad Hunt; Helen Sullivan; Carlos Ledesma; Absent:

II. Public Comment: Limited to three minutes per person

III. Approval of the Agenda. Motion by \_\_\_\_\_ Second by \_\_\_\_\_ Motion: \_\_\_\_\_

Organization of Fire Board Offices:

- IV. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to nominate \_\_\_\_\_ as Fire Board Chairperson for the 2021-22 fiscal year. Motion: \_\_\_\_\_.
- V. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to nominate \_\_\_\_\_ as Fire Board Vice – Chairperson for the 2021-22 fiscal year. Motion: \_\_\_\_\_.
- VI. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to nominate \_\_\_\_\_ as Fire Board Secretary for 2021-22 fiscal year. Motion: \_\_\_\_\_.
- VII. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to nominate \_\_\_\_\_ as Fire Board Treasurer for 2021-22 fiscal year. Motion: \_\_\_\_\_.

Organization of Meetings for 2021-2022 fiscal year:

- VIII. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to set regular meetings of the Hartford Fire Board on the second Monday of each month at 7 p.m. for the 2021-2022 fiscal year. Motion: \_\_\_\_\_.
- IX. Motion by \_\_\_\_\_; Second by \_\_\_\_\_ to adjourn the 2021-2022 organizational meeting at \_\_\_\_\_ pm. Motion: \_\_\_\_\_.

## June 2021 CALLS

+	#	TIME	Address	People	COST	TYPE OF CALL
1-Jun	360	15:13	Bangor Twp	6	\$ 72.75	Grass Fire
1-Jun	361-Twp	17:39	67 1/2 St.	7	\$ 102.00	Med Assist-Difficulty Breath
1-Jun	362-City	23:12	Linden St.	3	\$ 43.75	Med Assist-Medical Alarm
2-Jun	363-Twp	4:53	68th St.	3	\$ 43.75	Med Assist-Difficulty Breath
4-Jun	364-Twp	15:14	Rush Lake Rd.	4	\$ 58.25	Med Assist-Full Arrest
4-Jun	365-Twp	22:24	65th St.	4	\$ 58.25	Other-Lift Assist
4-Jun	366-Twp	15:52	48th & 68th	4	\$ 145.62	Other-Assist PD
5-Jun	367-City	1:22	Bennett Ave.	1	\$ 15.00	Med Assist-Sick Person
5-Jun	368-Twp	7:10	Red Arrow Hwy	4	\$ 145.62	Other-Wires Down
5-Jun	369-City	14:29	Spaulding	3	\$ 40.75	Med Assist-Fall
5-Jun	370-City	20:31	Bowie St.	3	\$ 43.75	Med Assist-Seizure
5-Jun	371-City	21:39	Bowie St.	4	\$ 59.25	Med Assist-Sick Person
6-Jun	372-Twp	1:11	66th St.	2	\$ 31.00	Med Assist-Suicidal Person
6-Jun	373-City	18:22	Vanderlyn Dr.	4	\$ 58.25	Med Assist-Fainting
8-Jun	374-City	13:23	Paras Hill	4	\$ 58.75	Med Assist-Fall
9-Jun	375	18:02	Bangor Twp	4	\$ 61.12	Other-Lines Down
10-Jun	376-Twp	1:58	70th St.	2	\$ 30.00	Med Assist-Chest Pain
10-Jun	377-Twp	7:54	Red Arrow Hwy	6	\$ 74.25	Med Assist-Difficulty Breath
10-Jun	378-City	15:25	Paras Hill	5	\$ 72.75	Med Assist-Abdominal Pain
11-Jun	379-City	0:55	Wendell	2	\$ 26.75	Med Assist-Altered
11-Jun	380	6:37	Bangor Twp	2	\$ 31.00	Other-Lift Assist
11-Jun	381-Twp	11:05	65th St.	4	\$ 43.25	Med Assist-Open Wounds
11-Jun	382-Twp	18:32	63rd St.	4	\$ 56.75	Med Assist-Diaphoretic
11-Jun	383-City	20:18	Pleasant St.	4	\$ 55.50	PI Accident
12-Jun	384-Twp	17:48	67th St.	5	\$ 71.75	Other-Wires Down
13-Jun	385-City	11:21	Vanderlyn Dr.	5	\$ 73.25	Med Assist-Unresponsive
14-Jun	386-Twp	12:13	Red Arrow Hwy	7	\$ 87.00	Med Assist-LOC
15-Jun	387	14:25	Bangor Twp	7	\$ 71.00	Med Assist-Fall
15-Jun	388	16:19	Bangor Twp	5	\$ 71.00	Med Assist-Unresponsive
15-Jun	389-Twp	16:43	CR 687	6	\$ 15.00	Med Assist-Difficulty Breath
15-Jun	390	22:45	Bangor Twp	4	\$ 57.00	Med Assist-Allergic Reactive
16-Jun	391-City	10:54	Main St.	4	\$ 43.75	Med Assist-Difficulty Breath
17-Jun	392-Twp	9:03	CR 687	5	\$ 59.25	Med Assist-Fall
18-Jun	393-Twp	10:56	CR 687	5	\$ 60.50	Med Assist-Sick Person
18-Jun	394-Twp	13:08	70th St.	4	\$ 43.25	Med Assist-Non responsive
18-Jun	395-City	20:48	Wendell	1	\$ 15.00	Med Assist-Fall
19-Jun	396-City	8:26	Spaulding	5	\$ 73.25	Med Assist-Rapid Heart Rate
19-Jun	397	13:41	EB I-94	6	\$ 86.75	PI Accident
19-Jun	398-Twp	19:48	70th St.	7	\$ 102.25	Other-Smoke Alarm
20-Jun	399-Twp	16:00	CR 687	5	\$ 73.25	Med Assist-Difficulty Breath
20-Jun	400	19:36	Lawrence	6	\$ 87.25	Mutual Aid-Lawrence
21-Jun	401-City	1:24	Main St.	3	\$ 45.00	Other-Weather Stand by
21-Jun	402-Twp	2:01	Red Arrow Hwy	3	\$ -	Med Assist-DOA
21-Jun	403-Twp	2:34	54th Ave.	3	\$ 67.50	Other-Wires Down

21-Jun	404-City	18:24	Wendell	4	\$	41.00	Med Assist-Fall
21-Jun	405-City	18:46	Center	4	\$	41.00	Med Assist-Chest Pain
22-Jun	406-City	5:36	Wendell	1	\$	12.75	Med Assist-Lift Assist
22-Jun	407-City	11:13	Linden St.	2	\$	12.75	Med Assist-Chest Pain
23-Jun	408-City	2:41	Wendell	3	\$	43.75	Med Assist-Lift Assist
23-Jun	409	12:14	Bangor Twp	5	\$	56.00	Med Assist-Chest Pain
24-Jun	410-Twp	13:23	Springdale Dr.	6	\$	56.50	Med Assist-Fall
24-Jun	411-Twp	21:08	70th St.	6	\$	70.00	Med Assist-Sick Person
25-Jun	412-City	22:24	Michigan Ave.	6	\$	86.00	Med Assist-OD
26-Jun	413	11:07	Bangor Twp	6	\$	88.25	Other-Lines Down
26-Jun	414-Twp	18:23	59 1/2 St.	8	\$	175.87	Other-Smoke Alarm
26-Jun	415	18:45	Bangor Twp	8	\$	-	Other-Lines Down
26-Jun	416-Twp	21:15	CR 687	7	\$	102.25	Other-Assist PD
27-Jun	417-Twp	11:47	Red Arrow Hwy	9	\$	198.37	PI Accident
27-Jun	418	12:17	Bangor Twp	9	\$	-	Other-Wires Down
28-Jun	419-Twp	0:07	CR 372	2	\$	-	Med Assist-Psych Eval
28-Jun	420-City	0:24	Maple St.	2	\$	31.00	Med Assist-Chest Pain
28-Jun	421-City	9:51	Oak St.	5	\$	59.25	Med Assist-Fall
29-Jun	422-City	14:27	Wendell	5	\$	43.75	Med Assist-Lift Assist
29-Jun	423-Twp	14:35	Red Arrow Hwy	5	\$	-	Med Assist-Chest Pain
29-Jun	424	20:31	Watervliet Twp	8	\$	378.62	Mutual Aid-Watervliet
30-Jun	425-City	4:25	Wendell	3	\$	45.00	Med Assist-Medical Alarm
30-Jun	426	4:55	Watervliet Twp	4	\$	166.00	Mutual Aid-Watervliet
30-Jun	427-City	17:51	Hillsborough & Railroad	6	\$	87.75	Med Assist-Assault
30-Jun	428-Twp	21:36	Red Arrow Hwy	6	\$	88.25	Med Assist-Mental Eval

<b>Total Costs for Fire Calls</b>	\$	<b>4,515.22</b>
Chief's Salary	\$	4,179.38
Administrative Cost (Support Staff)	\$	622.50
Trainings/Inspection Costs	\$	685.75

<b>Total Costs for Fire Calls</b>	\$	<b>10,002.85</b>
<b>Total Calls this mont</b>	69	<b>Total June Calls</b>
Total Calls for 2020	698	City Calls
Total Calls for 2019	673	Twp Calls
Total Calls for 2018	552	I-94 Calls
Total Calls for 2017	345	Other
Total Calls for 2016	303	
Total Calls for 2015	333	Total f/y
Total Calls for 2014	312	
Total Calls for 2013	292	
Total Calls for 2012	281	
Respectfully submitted		
	Priority 3 Calls	SHADED

**Hartford Fire Board**  
**Profit & Loss Budget Performance**  
June 2021

	<u>Jun 21</u>	<u>Jul '20 - Jun 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
303 Investment Market Changes	351.62	8,614.90		
401 Hartford Township	13,427.79	161,133.48	161,133.36	161,133.36
402 Hartford City	8,951.96	107,422.31	107,422.31	107,422.31
404 Interest	1.69	16.15		
405 Miscellaneous	0.00	630.00		
409 Fire Report Request	0.00	20.00	46.44	46.44
411 Hartford City Millage	6,343.02	35,356.40		
412 Hartford Township Millage	14,016.35	66,007.48		
418 US Treasury	0.00	10.32		
420 Bangor 1st Resp Reimburse	3,416.24	15,240.36	5,362.92	5,362.92
521 Cost Recovery Reimbursement	50.00	12,586.49	12,033.12	12,033.12
Accounts Receivable	0.00	0.00	2,688.72	2,688.72
Donation	0.00	8.13		
Federal Grant Receivable	0.00	20,192.00		
Other Revenues	525.00	8,085.00		
<b>Total Income</b>	<b>47,083.67</b>	<b>435,323.02</b>	<b>288,686.87</b>	<b>288,686.87</b>
<b>Gross Profit</b>	<b>47,083.67</b>	<b>435,323.02</b>	<b>288,686.87</b>	<b>288,686.87</b>
<b>Expense</b>				
<b>500 Payroll</b>				
500.1 Fire Chief	4,179.38	50,152.56	50,152.60	50,152.60
500.10 Chief Health Benefits	1,810.35	21,237.16	17,636.76	17,636.76
500.2 Firefighters/Medics	5,216.01	61,105.85	62,000.00	62,000.00
500.3 Support Staff	622.50	7,758.75	7,000.00	7,000.00
500.4 Chief Retirement	250.76	3,009.16	3,000.16	3,000.16
500.5 Shift Coverage	0.00	0.00	14,400.00	14,400.00
500 Payroll - Other	1,020.00	12,345.00	0.00	0.00
<b>Total 500 Payroll</b>	<b>13,099.00</b>	<b>155,608.48</b>	<b>154,189.52</b>	<b>154,189.52</b>
<b>501 Professional, Insur.&amp; Legal</b>				
501.1 Legal Expenses	0.00	0.00	3,000.00	3,000.00
501.2 Professional - Audit	0.00	7,500.00	8,000.00	8,000.00
<b>Total 501 Professional, Insur.&amp; Legal</b>	<b>0.00</b>	<b>7,500.00</b>	<b>11,000.00</b>	<b>11,000.00</b>
<b>502 Utilities</b>				
502.1 Internet-Telephone	189.17	2,248.50	2,250.00	2,250.00
502.2 Electric	327.00	4,452.51	5,400.00	5,400.00
502.3 Natural Gas	109.00	1,240.49	2,000.00	2,000.00
502.4 First Net-AT&T	352.05	4,216.33	4,320.00	4,320.00
502.5 EPS Door Security	0.00	580.92	600.00	600.00
<b>Total 502 Utilities</b>	<b>977.22</b>	<b>12,738.75</b>	<b>14,570.00</b>	<b>14,570.00</b>
<b>503 Mileage</b>				
503.1 Mileage - other	0.00	165.02	100.00	100.00
<b>Total 503 Mileage</b>	<b>0.00</b>	<b>165.02</b>	<b>100.00</b>	<b>100.00</b>
<b>505 Building Maintenance</b>				

**Hartford Fire Board**  
**Profit & Loss Budget Performance**  
June 2021

	Jun 21	Jul '20 - Jun 21	YTD Budget	Annual Budget
<b>505.1 Bldg Supplies/Maintenanc</b>	0.00	1,696.02	3,500.00	3,500.00
<b>505.2 Building Maintenance</b>	0.00	1,073.68	1,000.00	1,000.00
<b>505.3 Grounds Maintenance</b>	0.00	1,190.42	1,440.00	1,440.00
<b>505.5-Trash</b>	0.00	154.50	300.00	300.00
<b>505 Building Maintenance - Other</b>	0.00	148.50	0.00	0.00
<b>Total 505 Building Maintenance</b>	0.00	4,263.12	6,240.00	6,240.00
<b>506 Fuel</b>				
<b>506.1 Unleaded Gas</b>	297.63	2,631.82	3,200.00	3,200.00
<b>506.2 Diesel</b>	0.00	1,606.59	2,000.00	2,000.00
<b>Total 506 Fuel</b>	297.63	4,238.41	5,200.00	5,200.00
<b>507 Supplies</b>	0.00	40.00		
<b>508 Vehicle Maintenance</b>				
<b>508.1 Ladder #1841</b>	0.00	7,719.01	2,100.00	2,100.00
<b>508.2 Tanker #1831</b>	0.00	5,767.18	7,100.00	7,100.00
<b>508.3 Heavy Rescue #1871</b>	0.00	2,053.65	2,500.00	2,500.00
<b>508.4 Rescue Pickup #1869</b>	0.00	2,249.71	400.00	400.00
<b>508.5 Jeep #1860</b>	0.00	171.13	400.00	400.00
<b>508.6 Explorer #1810</b>	0.00	0.00	700.00	700.00
<b>508.7 Pick-Up #1801</b>	0.00	2,567.67	400.00	400.00
<b>508.8 #1802</b>	19.37	1,739.14		
<b>Total 508 Vehicle Maintenance</b>	19.37	22,267.49	13,600.00	13,600.00
<b>511 Office</b>				
<b>511.1 Office Equipment</b>	0.00	795.00	300.00	300.00
<b>511.2 Equipment Repairs</b>	0.00	0.00	300.00	300.00
<b>511.3 Office Supplies</b>	0.00	1,299.99	1,500.00	1,500.00
<b>511.4 Printing</b>	0.00	0.00	200.00	200.00
<b>511.5 Software/Upgrades</b>	0.00	79.49	1,000.00	1,000.00
<b>511.6 Copy Lease</b>	0.00	390.27	360.00	360.00
<b>Total 511 Office</b>	0.00	2,564.75	3,660.00	3,660.00
<b>512 Insurance</b>				
<b>512.1 Worker's Comp</b>	0.00	7,542.25	4,900.00	4,900.00
<b>512.10 Accident &amp; Sickness Ins</b>	0.00	4,084.00	20,695.00	20,695.00
<b>512.6 Automobile</b>	0.00	389.96		
<b>512 Insurance - Other</b>	3,304.00	17,633.00		
<b>Total 512 Insurance</b>	3,304.00	29,649.21	25,595.00	25,595.00
<b>513 Payroll Taxes</b>	2,259.30	33,455.17		
<b>514 Banking Fees</b>	0.00	-10.00	0.00	0.00
<b>515 Equipment &amp; Equip Maint</b>				
<b>515.1 Ladder #1841</b>	0.00	1,553.60	700.00	700.00
<b>515.10 Firefighting Foam</b>	0.00	0.00	1,000.00	1,000.00
<b>515.11 Ford Truck</b>	0.00	44.12	100.00	100.00
<b>515.2 Tanker #1831</b>	0.00	263.95	700.00	700.00
<b>515.3 Heavy Rescue #1871</b>	0.00	696.12	1,600.00	1,600.00
<b>515.4 Rescue Pickup #1869</b>	0.00	0.00	200.00	200.00

**Hartford Fire Board**  
**Profit & Loss Budget Performance**  
June 2021

	<u>Jun 21</u>	<u>Jul '20 - Jun 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
515.5 Jeep #1860	0.00	0.00	200.00	200.00
515.6 Explorer #1810	0.00	0.00	100.00	100.00
515.7 Eqt Maintenance Other	20.00	220.00	200.00	200.00
515.8 Small Equipment Maintenan	0.00	390.89	200.00	200.00
515.9 Medical Supplies	0.00	2,167.00	1,500.00	1,500.00
<b>Total 515 Equipment &amp; Equip Maint</b>	<b>20.00</b>	<b>5,335.68</b>	<b>6,500.00</b>	<b>6,500.00</b>
<b>516 Training</b>				
516.1 Fire Chief Training	0.00	0.00	1,500.00	1,500.00
516.2 Firefighter I & II	0.00	564.01	1,000.00	1,000.00
516.3 Medic	0.00	1,048.00	1,000.00	1,000.00
516.4 Fire Officer Classes	0.00	1,000.00	1,000.00	1,000.00
516.5 Drivers Training	0.00	0.00	200.00	200.00
516.6 Training - Other	0.00	0.00	0.00	0.00
<b>Total 516 Training</b>	<b>0.00</b>	<b>2,612.01</b>	<b>4,700.00</b>	<b>4,700.00</b>
<b>518 Physicals</b>				
518.1 Annual Physicals	0.00	7,215.00	7,400.00	7,400.00
518.2 New Employee Physicals	0.00	0.00	300.00	300.00
<b>Total 518 Physicals</b>	<b>0.00</b>	<b>7,215.00</b>	<b>7,700.00</b>	<b>7,700.00</b>
<b>519 Subscriptions &amp; Dues</b>				
519.1 HelpNet	186.00	930.00	800.00	800.00
519.11 West MI Assn of Fire Chi	0.00	0.00	150.00	150.00
519.13 SMEMSC	0.00	75.00	75.00	75.00
519.14 Van Buren Co. FF Assn	0.00	0.00	0.00	0.00
519.2 Magazine Subscriptions	0.00	50.00	200.00	200.00
519.3 FirePrograms	0.00	1,711.69	1,711.60	1,711.60
519.4 IAFC	0.00	0.00	250.00	250.00
519.5 MI State Firefighters Asn	0.00	75.00	100.00	100.00
519.6 NFPA	0.00	175.00	300.00	300.00
519.9 MPSCS	0.00	105.00	100.00	100.00
<b>Total 519 Subscriptions &amp; Dues</b>	<b>186.00</b>	<b>3,121.69</b>	<b>3,686.60</b>	<b>3,686.60</b>
<b>525 Personal Equipment</b>				
525.1 Duty Gear	0.00	7,528.36	7,000.00	7,000.00
525.2 Personal Equipment	0.00	1,691.54	2,800.00	2,800.00
525.3 Small Equipment	0.00	1,505.67	1,600.00	1,600.00
<b>Total 525 Personal Equipment</b>	<b>0.00</b>	<b>10,725.57</b>	<b>11,400.00</b>	<b>11,400.00</b>
<b>527 Bank Fees</b>	37.70	401.45	250.00	250.00
<b>528 Bd Members Compensation</b>	90.00	1,350.00	2,250.00	2,250.00
<b>529 Mandatory Annual Testing</b>				
529.1 Personal Veh Inspections	0.00	0.00	500.00	500.00
529.2 Fire Extinguishers	0.00	370.00	300.00	300.00
529.3 Hoses	0.00	2,468.10	2,700.00	2,700.00
529.4 Ladders	0.00	1,236.45	1,200.00	1,200.00
529.6 Bottles	0.00	1,320.00	500.00	500.00
529.8 Air Compressor	0.00	1,420.00	1,000.00	1,000.00

**Hartford Fire Board**  
**Profit & Loss Budget Performance**  
June 2021

	Jun 21	Jul '20 - Jun 21	YTD Budget	Annual Budget
<b>529.9 Flow Testing Air Packs</b>	0.00	0.00	1,000.00	1,000.00
<b>Total 529 Mandatory Annual Testing</b>	0.00	6,814.55	7,200.00	7,200.00
<b>530 Generator</b>				
<b>530.1 Maintenance</b>	0.00	0.00	250.00	250.00
<b>530.2 Maintenance Contract</b>	0.00	627.41	700.00	700.00
<b>Total 530 Generator</b>	0.00	627.41	950.00	950.00
<b>531 Auxiliary</b>				
<b>531.1 Auxiliary Supplies</b>	0.00	0.00	250.00	250.00
<b>Total 531 Auxiliary</b>	0.00	0.00	250.00	250.00
<b>Capital Expense</b>	0.00	0.00	164,898.75	164,898.75
<b>Investment Fees</b>	0.00	15.00		
<b>Payroll Tax Expense</b>	1,275.03	37,291.88	14,000.00	14,000.00
<b>Reconciliation Discrepancies</b>	0.00	0.01		
<b>Uncategorized Expenses</b>	0.00	1,542.90		
<b>Total Expense</b>	<b>21,565.25</b>	<b>349,533.55</b>	<b>457,939.87</b>	<b>457,939.87</b>
<b>Net Ordinary Income</b>	<b>25,518.42</b>	<b>85,789.47</b>	<b>-169,253.00</b>	<b>-169,253.00</b>
<b>Net Income</b>	<b>25,518.42</b>	<b>85,789.47</b>	<b>-169,253.00</b>	<b>-169,253.00</b>

**Hartford Fire Board Meeting  
July 12, 2021  
2021-2022 Fiscal Year Organizational Meeting**

**Contents**

Page 1      Agenda

Page 2      Proposed 2021-2022 Fiscal Year Meeting Notice

**Hartford Fire Board Meeting**  
**July 12, 2021**  
**June Business**

Contents

- Page 1      Meeting Agenda
- Page 2      Proposed Meeting Minutes of June 14, 2021 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**  
Organizational Meeting Minutes  
Monday, 12 July, 2021 7:00 PM

Roll call: Steve Starner; Chad Hunt; Helen Sullivan; Carlos Ledesma; Absent: Jerry Birmele

Others Present: Carole Kiernan, Assistant Chief 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 was presented. Motion by Hunt Second by Sullivan to approve the agenda as presented. Motion: Approved

Organization of Fire Board Offices:

Motion by Hunt; second by Sullivan to nominate Starner as Fire Board Chairperson for the 2021-22 fiscal year. Motion: Approved.

Motion by Sullivan; second by Starner to nominate Hunt as Fire Board Vice – Chairperson for the 2021-22 fiscal year. Motion: Approved.

Motion by Starner; second by Hunt to nominate Birmele as Fire Board Secretary for 2021-22 fiscal year. Motion: Approved.

Motion by Hunt; second by Starner to nominate Sullivan as Fire Board Treasurer for 2021-22 fiscal year. Motion: Approved.

**Organization of Meetings for 2021-22 fiscal year:**

Motion by Hunt; second by Starner to set regular meetings of the Hartford Fire Board on the second Monday of each month at 7 p.m. for the 2021-22 fiscal year. Motion: Approved.

Motion by Sullivan second by Hunt to adjourn the 2021-22 organizational meeting at 7:05 pm. Motion: Approved.

Respectfully submitted,

Jerry Birmele, Secretary

**Hartford Fire Board**  
**July 12, 2021 Meeting**  
**Income & Expense and Expenses by Vendor Summary**  
**June Business**

**Expense by Vendor**

	<u>Jun 21</u>
AT&T	-352.05
Auto-Wares	-19.37
City of Hartford (Dental/Vision)	-134.31
City of Hartford {2}	-250.76
City of Hartford Health Ins.	1,676.04
Comcast	-189.17
Consumers Energy	-109.00
Helen Sullivan	-30.00
HelpNet	-186.00
Indiana Mich Power	-327.00
IRS Online Payment	2,837.56
Kevin McGrew	-20.00
ShellFleet Plus Card	-297.63
Steven Starner	-30.00
V.F.I.S.	3,304.00
<b>TOTAL</b>	<b>9,762.89</b>

**Income & Expense**

	<u>Jun 21</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
303 Investment Market Changes	351.62
401 Hartford Township	13,427.79
402 Hartford City	8,951.96
404 Interest	1.69
411 Hartford City Millage	6,343.02
412 Hartford Township Millage	14,016.35
420 Bangor 1st Resp Reimburse	3,416.24
521 Cost Recovery Reimbursement	50.00
Other Revenues	525.00
<b>Total Income</b>	<b>47,083.67</b>
<b>Gross Profit</b>	<b>47,083.67</b>
<b>Expense</b>	
500 Payroll	
500.1 Fire Chief	4,179.38

500.10 Chief Health Benefits	1,810.35
500.2 Firefighters/Medics	5,216.01
500.3 Support Staff	622.50
500.4 Chief Retirement	250.76
500 Payroll - Other	1,020.00
<b>Total 500 Payroll</b>	<b>13,099.00</b>
502 Utilities	
502.1 Internet-Telephone	189.17
502.2 Electric	327.00
502.3 Natural Gas	109.00
502.4 First Net-AT&T	352.05
<b>Total 502 Utilities</b>	<b>977.22</b>
506 Fuel	
506.1 Unleaded Gas	297.63
<b>Total 506 Fuel</b>	<b>297.63</b>
508 Vehicle Maintenance	
508.4 Rescue Pickup #1869	0.00
508.8 #1802	19.37
<b>Total 508 Vehicle Maintenance</b>	<b>19.37</b>
512 Insurance	3,304.00
513 Payroll Taxes	2,259.30
515 Equipment & Equip Maint	
515.7 Eqt Maintenance Other	20.00
<b>Total 515 Equipment &amp; Equip Maint</b>	<b>20.00</b>
519 Subscriptions & Dues	
519.1 HelpNet	186.00
<b>Total 519 Subscriptions &amp; Dues</b>	<b>186.00</b>
527 Bank Fees	37.70
528 Bd Members Compensation	90.00
Payroll Tax Expense	1,275.03
<b>Total Expense</b>	<b>21,565.25</b>
<b>Net Ordinary Income</b>	<b>25,518.42</b>
<b>Net Income</b>	<b>25,518.42</b>

**HARTFORD FIRE BOARD MEETING**  
**Minutes of Fire Board Meeting June 14, 2021**

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

**Others Present:** Carole Kiernan, Kevin McGrew, Brandon Bodary

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 June 14, 2021 was presented and amended. Motion Ledesma; Second by Sullivan; to approve the agenda as amended. Motion: Approved

The proposed minutes of the May 10, 2021 Fire Board meeting were presented. Motion by Starner; Second by Sullivan to accept the minutes as presented Motion: Approved

The May Treasurer's report was presented. Motion by Sullivan; Second by Ledesma; to accept Treasurer's report as presented. Motion: Approved

Bills were presented for approval in the amount of \$ 21,978.09 Motion by Starner; Second by Sullivan; to pay bills in amount of \$ 21,978.09. Motion Approved upon roll call vote of members present.

**Unfinished Business:**

None

**New Business:**

1. Acceptance of Rosita Alonso's resignation. Motion by Starner; Second Sullivan to accept Rosita Alonso's letter of resignation effective June 1, 2021. Motion Approved.
2. Assistant Fire Chief's Job description was presented. Motion by Starner; Second Ledesma to approve Assistant Fire Chief's job description as presented. Motion Approved
3. Approval of Brianna Hoy as a Cadet. Motion by Starner; Second Ledesma to approve Brianna Hoy as a Cadet as recommended by Assistant Chief McGrew Motion Approved
4. Revised POV Response policy was presented. Motion by Starner; Second Ledesma to approve the Revised POV Response policy as presented. Motion Approved.

**Fire Chief's Report:**

**Meetings Attended:** **None**

**Information:**

- Hose Testing completed. 1 piece of 5" failed.
- Working 2022 DNR Grant –submitted 14 June 14, 2021
- VBC Youth Fair starting July 19, 2021.
- Updated NIMS Training with the VBC EOC
- Renewed the Departments Medical License with the State.
- Firehouse Subs Grant announced 1July 2021

Respectfully Submitted,

*R. Harting*

Robbie Harting – Fire Chief

**Assistant Fire Chief's Report:**

**Meetings Attended:** NONE

**Information:**

- 1871 update/Spencer Meetings
- Proctored FF test for Vo-tech Center Students
- Flags out at cemetery
- Ambulance ride-alongs for Emt class
- Phtls and epc training for Emt class

Respectfully Submitted,

*K. McGrew*

Kevin McGrew-Assistant Fire Chief

**Other Board Business:**

Pride Care **has paid** for the Months of Jan & Feb

Motion by Sullivan; second by Starner to close meeting at 7:38 pm. Motion: Approved

Respectfully submitted,

Gerald Birmele, Secretary

**Hartford Fire Board**  
**July 12, 2021 Meeting**  
**Payroll Summary**  
**June Business**

	<u>TOTAL</u>		
	<u>Hours</u>	<u>Rate</u>	<u>Jun 21</u>
<b>Employee Wages, Taxes and Adjustments</b>			
<b>Gross Pay</b>			
Salary	2.00		4,179.38
Assistant Fire Chief	1.00		400.00
Fire Board Office	41.50		622.50
Grass Fire	5.00		72.75
Med Assist	166.00		2,403.25
Mutual Aid	43.00		631.88
Other	74.00		1,081.75
PI Accident	23.50		340.63
Shift Coverage	68.00		1,020.00
Training	24.00		344.25
Vehicle Inspection	<u>24.00</u>		<u>341.50</u>
<b>Total Gross Pay</b>	<b>472.00</b>		<b>11,437.89</b>
<b>Deductions from Gross Pay</b>			
Dental-Vision			-26.86
Firefighters Assn Dues			-480.00
Health Insurance			<u>-335.20</u>
<b>Total Deductions from Gross Pay</b>			<b>-842.06</b>
<b>Adjusted Gross Pay</b>	<b>472.00</b>		<b>10,595.83</b>
<b>Taxes Withheld</b>			
Federal Withholding			-853.07
Medicare Employee			-165.86
Social Security Employee			-709.17
MI - Withholding			-552.97
Medicare Employee Addl Tax			0.00
MI - Cities Res Tax			0.00
MI - Cities Work Tax			<u>0.00</u>
<b>Total Taxes Withheld</b>			<b>-2,281.07</b>
<b>Net Pay</b>	<b><u>472.00</u></b>		<b><u>8,314.76</u></b>
<b>Employer Taxes and Contributions</b>			
Company FICA			709.17
Company Med			165.86
Retirement Fund			236.34
MI - Obligation Assessment			<u>0.00</u>
<b>Total Employer Taxes and Contributions</b>			<b>1,111.37</b>

**HARTFORD FIRE BOARD MEETING**  
**Minutes of Fire Board Meeting July 12, 2021**

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

**Others Present:** Carole Kiernan, Assistant Chief Kevin McGrew

Chairman Starner called the meeting to order at 7:05 p.m.

Public comment opened at 7:05. No public comments, closed at 7:06.

The proposed agenda for the Fire Board meeting of July 12, 2021 was presented. Motion Hunt; Second by Sullivan; to approve the agenda as presented. Motion: Approved

The proposed minutes of the June 14, 2021 Fire Board meeting were presented. Motion by Starner; Second by Hunt to accept the minutes as presented Motion: Approved

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

Bills were presented for approval in the amount of **\$21,640.68** Motion by Starner; Second by Hunt; to pay bills in amount of **\$21,640.68**. Motion Approved upon roll call vote of members present.

**Unfinished Business:**

None

**New Business:**

1. Acceptance of Chad Kostrzewska resignation. Motion by Starner; Second Hunt to accept Chad Kostrzewska letter of resignation effective June 30, 2021. Motion Approved.
2. Approve moving 1871 final payment from 2020/2021 to 2021/2022 Budget. Motion by Sullivan; Second Ledesma to approve moving the final payment to Spencer for new 1871 Motion Approved

**Fire Chief's Report:**

**Meetings Attended:**

City of Hartford

**Information:**

No Report from Chief

**Assistant Fire Chief's Report:**

**Meetings Attended:** **NONE**

**Information:**

- 1871 update—95% complete will be pump tested Thursday. There are some items for the new truck whose cost are slightly over budget
- AAA grant was denied
- Light Bar on 1810 broke
- Finishing up EMT Class
- Start making contacts to sell Old 1871 this week

Respectfully Submitted,

*K. McGrew*

**Kevin McGrew-Assistant Fire Chief**

**Other Board Business:**

- If old 1871 not sold, perhaps ISD could use it for classes.
- Budget adjustments will be made at the next meeting.

Motion by Sullivan; second by Starner to close meeting at 7:42 pm. Motion: Approved

Respectfully submitted,

*Gerald Birmele*  
Gerald Birmele, Secretary

**Treasurer's Report for meeting on July 12, 2021**  
**For the month ending June 30, 2021**

**Cash Balances**

**Operations – General Fund**

Reconciled Cash Balances of Prior Month ended May 31, 2021 – tcf bank      \$ **93,011.35**

**XXX May Deposits**

City of Hartford – Contribution(June)	\$ 8,951.85
Township of Hartford – Contribution (June)	\$ 13,427.79
Bangor Township Cost Recovery	\$ 3,416.24
Cost Recovery	\$ 50.00
Pride Care (Jan & Feb)	\$ 525.00
Interest	\$ 0.82

Total Deposits      \$ **26,371.70**

**Total Balance of General Fund**      \$ **119,383.05**

**XXX Expenditures for approval:**

Vendors payable	\$ 9,762.89
Payroll released June 2021 (11,437.89 – 2,281.07)	\$ 9,156.82
Bank Fees	\$ 37.70
MI & Fed Tax Withholdings	\$ 2,683.27

Total Expenditure      \$ **21,640.68**

**General Fund Balance June 30, 2021**      \$ **97,742.37**  
**Capital Equipment**

Reconciled Cash Balance as of June 30, 2021 – Millage Fund      \$ **103,931.51**

Reconciled Cash Balance as June 30, 2021 – Maintenance Fund      \$ **13,314.00**

Cash Balances for month June 30, 2021      \$ **117,245.51**

Renewal CD Balance as of month ended October 31, 2020      \$ **0.00**

**Invested Capital Equipment**

Et Cetera Investment Services, LLC – Millage Fund Investment May 28,2021	\$ <b>80,708.86</b>
Et Cetera Investment Services, #2-TCF Investment May 28,2021	\$ <b>100,640.57</b>