

Hopkins Area Fire Board

Minutes of the October 12, 2016 Second Quarter 2016/17 Meeting

The meeting was called to order at 7:04 p.m. by Chairman Evans at the Hopkins Public Safety Building.

Roll Call - Present: Mark Evans, Mary Howard, Faye Black, Sue Jones, Pam Brown, Earl Collier, Sue Sebright

Absent: Ben Brenner and Nevin Cooper-Keel

Others present: Asst. Chief Bob Kerber, Chief Tim McKinnon, Brian Kerber and Marcie Fredricks

Agenda –The agenda was reviewed by the members present. **Motion by Howard and supported by Jones to approve the agenda as presented. All ayes.**

Minutes – The minutes of the July 27, 2016 meeting were read. **Motion by Brown and seconded by Howard to approve the minutes as presented. All ayes.**

Financial Report – The total fund balance as of 9/30/16 was \$93,215.74. **Motion by Black and supported by Howard to accept the financial report. All ayes.**

Chief's Report – See attached. Herbert Merrill has been hired at a new firefighter. The department is working on a grant to purchase a boat, motor and trailer for water rescues. The quote to purchase is \$4,200.

Old Business:

Secretary/Treasurer position – Mary Howard has agreed to fill the position of secretary/treasurer (with limited treasurer duties). Marcie Fredricks has stated that she does not have time to take on additional bookkeeping duties than what she is already performing. Sebright will write a job description for her duties and post an ad for the Hopkins township representative and bookkeeper position. Possible township candidates will be approached. First ads for board members should include asking for people with bookkeeping qualifications. In case we need to hire a non board member for budgeting and auditing purposes, a committee of Mary Howard, Tim McKinnon and Sue Sebright has been appointed to interview interested people. The committee will need to set the pay scale for non-board members.

Intergovernmental Agreement update – Discussion is tabled until the next meeting. **Motion by Evans and supported by Black to approve appointing a committee to recommend updates to the Hopkins Area Fire Board Intergovernmental Agreement during the January meeting. All ayes.**

New Business:

Officer Wage Committee – The officer wage review committee, consisting of Mary Howard, Faye Black, Sue Jones, Tim McKinnon and Bob Kerber will meet in December and will present their recommendations at the January Meeting. The date of the December meeting is yet to be determined.

Public Comment – None

Motion by Evans and supported by Howard to adjourn. Meeting adjourned at 7:58 p.m.

Next meeting will be Wednesday, January 11, 2017 at 7 p.m. at the Hopkins public safety building.

Respectfully submitted by
Sue Sebright/secretary