

A regular meeting of the Rural Urban Fire Board was held at the City Municipal Building. The meeting was called to order at 7:04 a.m. by Alma Interim City Manager Aeris Ripley. A quorum of the Board was present.

Roll Call

Board members present: Kevin Beeson, Doug Merchant, Tish Mallory, and Aeris Ripley.

Board members absent: Ron Hunt, Greg Mapes, and Danny Wernick.

Others present: Curtis Dancer, Harold House, and Mark Williams.

Motion by Beeson, seconded by Merchant, to approve April 18, 2022 minutes, with corrections. Motion carried.

Voting yes: Beeson, Merchant, Schooley, and Wernick.

Voting no: none.

Absent: Hunt, Mapes, and Wernick.

Monthly Reports

Ripley reviewed reports, noting three of four are new items in response to requests for more information – Fire and Rescue check disbursements, and VISA transactions.

Finance Director Curtis Dancer explained a memo included to provide further information on internal service charges.

Mallory asked how many employees are in common between fire and rescue. Public Safety Director Mark Williams answered four of eight rescue are also fire. Discussion followed about reducing the costs for dual employees. Additional discussion followed regarding details of the reports including line-item names, private contributions, and overtime for police officers who are also fire. Dancer will look into the dual employee costs.

Mallory noted a total of \$55,027.04 was in Rescue accounts prior to the consolidation with Alma and asked where those amounts appeared in the proposed budget. Beeson asked if some of the money could be earmarked for truck replacement. Discussion followed and members decided on a \$50,000 reserve.

Invoicing for Rescue

Lengthy discussion followed concerning invoicing in the past and processes for invoicing the past year and moving forward. Dancer will provide rescue invoices for July 1, 2021 to June 30, 2022, and was directed to move forward in a manner consistent with invoicing for Fire.

Discussion turned to internal services charges. Board members asked Dancer and Ripley to explain various items in the proposed budget. Beeson questioned the addition of a stipend for the Public Safety Director and Fire Chief for administration of rescue. Mallory asked about the formula for dividing costs. Dancer noted two options were provided in the proposed budget. Discussion followed about the formulas and bylaws. Beeson returned to the stipend issue. Mallory asked about increasing the per run payment. Additional lengthy discussion followed about overhead costs, reducing personnel costs, creating a manageable budget, and expenses.

Motion by Beeson, seconded by Mallory, to adopt the proposed FY 2023 Annual Alma District Fire Budget (Attachment A). Motion carried.

Voting yes: Beeson, Merchant, Schooley, and Wernick.

Voting no: none.

Absent: Hunt, Mapes, and Wernick.

Discussion followed about rescue. Dancer will work on invoicing.

Ripley noted the next meeting is June 20, 2022 at 7:00 a.m.

Motion by Beeson, seconded by Merchant, to adjourn the meeting at 8:26 a.m. Motion carried.

Voting yes: Beeson, Merchant, Schooley, and Wernick.

Voting no: none.

Absent: Hunt, Mapes, and Wernick.

Sara Anderson, Recording Secretary

Date of Approval

DRAFT

Fire Board
May 16, 2022
Attachment A

Alma District Fire Department
Annual Proposed Budget
Fiscal Year 2022/2023

Expense Classifications	2021/2022	2022/2023
Personnel	\$315,000.00	\$318,000.00
Training	\$8,000.00	\$8,000.00
Operating Supplies	\$85,600.00	\$88,000.00
Contractual Services	\$24,000.00	\$25,000.00
Utilities/Communications	\$8,000.00	\$8,000.00
Insurance	\$18,000.00	\$18,000.00
Operating Budget	\$458,600.00	\$465,000.00
City of Alma Internal Service Charges	\$2,000.00	\$35,000.00
Capital Outlay *	\$0.00	\$0.00
Less:		
Capital Additions	\$0.00	\$0.00
Additional contribution for future apparatus replacement	\$50,000.00	\$50,000.00
Total Allocated to Local Units	\$510,600.00	\$550,000.00

Budget Based on Current Formula in Bylaws

Local Unit	Cumulative Allocation %	Operating Expenditures	Internal Service Charges	Capital	Apparatus Replacement	Total	Semi-Annual	Total
City of Alma	49.24%	\$ 228,971	\$ 17,234	\$ -	\$ 24,621	\$ 270,826	\$ 135,413	City of Alma \$ 271,000
Arcada Twp	8.92%	\$ 41,461	\$ 3,121	\$ -	\$ 4,458	\$ 49,040	\$ 24,520	Arcada Twp \$ 49,000
Pine River Twp	14.91%	\$ 69,320	\$ 5,218	\$ -	\$ 7,454	\$ 81,991	\$ 40,995	Pine River Twp \$ 82,000
Seville Twp	13.99%	\$ 65,074	\$ 4,898	\$ -	\$ 6,997	\$ 76,970	\$ 38,485	Seville Twp \$ 77,000
Sumner Twp	12.94%	\$ 60,174	\$ 4,529	\$ -	\$ 6,470	\$ 71,174	\$ 35,587	Sumner Twp \$ 71,000
Total	100.00%	\$465,000.00	\$ 35,000	\$ -	\$ 50,000	\$ 550,000	\$ 275,000	Total \$ 550,000

