

# Westfield Fire and Rescue District

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Special Meeting  
March 24, 2020

*Trustee Horner called the meeting to order at 3:32 PM. Roll call: Patterson – aye, Schmidt – aye, Horner – aye.*

## **Chief's Report**

- Chief Fletcher - in attendance
- Chief Fletcher would like to increase volunteer staffing on weekends, specifically weekend nights. He would like to increase day time staffing as well. Last year's daytime staffing totaled over what was appropriated in 2019. During the weekdays there are usually 3 staff members at the building.
- The initial loan amount of \$3.3 million has all been used for the WFRD building, etc. Trustee Schmidt believes that the approximate \$45,000 in interest from the initial loan amount has already been spent via the '4101' account. Research needs to be done on the transaction ledger to show where the real estate tax funds were placed and where and when the loan repayments were paid from.
- Chief stated the Fire Association has committed to providing funding for additional items that the WFRD may need.

## **Permanent Appropriations**

- Personal Services & Benefits total is appropriated at \$249,989.50 for 2020. This is an increase of \$20,000 from 2019.
- Mowing falls under the land & building account and \$1,000.00 is appropriated for this year.
- Real estate taxes will not need to be paid. They were paid upon purchase of the land.
- Chief would like both office supplies and equipment accounts to increase from last year. Chief is looking to purchase a new computer this year. Office supplies are ink, pens and paper. Office equipment is printers and computers. \$2,500.00 is appropriated for supplies. \$3,000.00 is appropriated for equipment (includes the 3 in 1 printer, scanner, copier as well as Chief's new computer).
- Squad supplies are appropriated at \$5,000.00. They may receive additional grant money throughout the year. There was a carry-over amount from 2019. They need to increase the appropriation in order to be able to use the grant money that comes in.

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- Total amended certificate amount for 2020 is \$668,088.30. This total includes the Marc's grant of \$50,000.00, EMS grant and squad supplies carryover.
- Reserve capital is currently \$153,000.00.
- FO and Trustee board discussed how to disperse the \$50,000 Marc's grant monies. Trustee Schmidt suggests placing this grant money into contingency. FO Kurtz would like some of the grant money to go to reserved capital. It was decided that \$20,000 would be placed into contingency and \$30,000 into reserved capital.

*Trustee Horner makes a resolution to set permanent appropriations for general fund and EMS grant (year ending) December 31, 2020 in the amount of \$668,088.30. The reserve capital will change from \$153,000 to \$183,000. Roll call: Patterson – aye, Schmidt– aye, Horner – aye. The resolution passes.*

## Fiscal Officer's Report

- Payment Listing (see attached) -two bills to be paid. Time Warner \$29.58 and UPS \$8.70. Total is \$38.28.

*Schmidt makes a motion to pay the bills in the amount of \$38.28 as submitted; seconded by Horner. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.*

- Resolution will need signed today.

## New Business

- No future meeting announcements going forward.
- Chief stated that there are new members at WFRD. Trustee Horner will arrange to perform the swearing in ceremony during one of the staff meetings in the future.

*Schmidt makes a motion to adjourn at 4:34 PM. Meeting adjourned.*

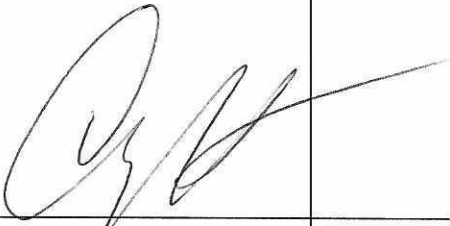
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*Respectfully submitted by:*

*Amy M. Banfield*

*Date approved:* 4-22-20



*Trustee Craig Horner, Chair*



*Trustee Micheal Schmidt*



*Trustee Kent Patterson*