

HANOVER FIRE PROTECTION DISTRICT
December 12, 2017

Dwane Baker called the meeting to order at 6:30.

Dwane Baker, Cathy Junglen and Dwight Smith were present. Vicki Leaf present via telephone. Lori Hall-Underwood was absent with prior notice.

1. **CHANGES TO AGENDA/POSTPONEMENTS** Chief Tatum asked to move number 6 up to under number 2.
2. **PUBLIC COMMENT: none**
3. **APPROVAL OF THE MINUTES FROM NOVEMBER** Vicki Leaf made a motion to accept the November minutes. Cathy Junglen seconded. All voted, "Aye." The amended October minutes (*where the public comment was corrected*), Cathy Junglen made a motion to approve. Vicki Leaf seconded. All voted, "Aye."
4. **REGULAR BUSINESS:**
 - A. **Treasurer's Report for Dec.** Cathy Junglen made a motion to accept the December treasury report, subject to audit. Dwight Smith seconded. All voted, "Aye."
 - B. **Chief's Report** Setting up EMT and IV trainings for 2018 to get more of the firefighters trained. All deployment checks have come through. Refined the job description for hiring the new employee. Accountant and attorney have been contacted with questions regarding salary, benefited package and insurance. The accountant responded. Still waiting on answers from the attorney. The board should have the job information next month. One of the TIC's (Thermal Imaging Camera) has arrived. The second one should arrive before the end of this fiscal year. Ladder testing was completed on December 6th.
 - C. **Deputy's Chief Report** Within the five districts, there have been a total of 468 alarms year to date. District One: 104 calls, District Two: 68 calls, District Three: 32 calls, District Four: 71 calls, and District Five: 10 calls. For Mutual Aid, the district has received 183 calls. Call types for last month: Fires 33% of alarms, explosives 7% of alarms, rescue 33% of alarms, hazardous 3% of alarms, service 3% of alarms, and good intent 18% of alarms. Average response time for 2017 thus far is 10:19. In 2016, the department was at an average of 11:11 time responding.
5. **OLD BUSINESS:**
 - A. **Solar Panel Project Update** No update at this time.
6. **NEW BUSINESS:**
 - A. **12 December 2017 (2nd reading and approval of 2018 Hanover District Budget)** Minor changes were made to account for incoming property taxes and

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contract for service. Dwight Smith made a motion. Cathy Junglen seconded the motion. All voted, "Aye."

- B. **Resolution ordinance adopt 2018 budget** Needs approval before the Board can adopt. Dwight Smith made a motion to approve the 2018 budget. Cathy Junglen seconded. All voted, "Aye." After reviewing documents, Dwight Smith made a motion to accept the resolution ordinance and adopt the 2018 budget. Vicki Leaf seconded. All voted, "Aye."
 - C. **Resolution ordinance appropriate funds for 2018** Dwight Smith made a motion. Cathy Junglen seconded. All voted, "Aye."
 - D. **Resolution ordinance set levies for 2018** Dwight Smith made a motion. Vicki Leaf seconded. All voted, "Aye."
7. **OTHER BUSINESS:** Audit book has been updated. The account is due to have the information ready for auditors late January.
8. **FUTURE AGENDA ITEMS:**
- A. **Budget submission to State and County**
 - B. **Update on additional signatures on Bank Accounts**
 - C. **Retirement Plan matching funds**
 - D. **Exemption from Audit for 2017**
 - E. **Hiring of New Employee**
 - F. **District Board Elections**
 - G. **Renewable Energy project for the District**
9. **BOARD COMMENTS:** Vicki Leaf asked if Chief Tatum mentioned the pension book. Chief Tatum advised the board that all beneficiary and disability forms have been updated and/or added with the latest documents. Dwight Smith-none. Cathy Junglen-none. Dwane Baker wished everyone a Merry Christmas.
10. **EXECUTIVE SESSION REQUESTS** None
11. **ADJOURNMENT** Dwight Smith made a motion to adjourn. Cathy Junglen seconded. All voted, "Aye." Adjourned at 7:22pm.