

**CASS COUNTY FIRE DISTRICT #1**  
**MEETING MINUTES**  
**May 6, 2020**

**Call to Order**

The Cass County Fire District #1 (CCFD1) Board met at 4:30 p.m. at Cass County Fire District 1 Station at 1444 Holland Street, Logansport, Indiana. Meeting was called to order by Michael L. Sims, Chairman. Members present were Michael L. Sims, Chairman; Jeff Asselin, Vice Chairman; Dave Patty, Member at Large; and Bridget Enyeart, Fiscal Officer/Secretary.

**Minutes**

Meeting Minutes of February 2020 were reviewed. Jeff Asselin made a motion to accept the minutes. Dave Patty seconded the motion. **Motion passed 3-0.**

**TREASURER'S REPORT/PAYMENT OF CLAIMS**

Treasurer's Report was given by Fiscal Officer, Bridget Enyeart. Rainy Day Fun \$33,089.66; Building Debt Fund \$0; County Emergency Loan Fund \$20,354.29; Fire Truck Loan Fund, \$20,400.54; Fire General Fund \$1,045,212.80; Cumulative Fire Fund \$65,257.92; Payroll Deductions: \$5,961.18. Checking Balance \$137,841.42. Savings Account Balance \$1,052,434.97 (after claims and transfers). Claims approved totaling \$170,404.18. Jeff Asselin made a motion to accept the Treasurer's Report and all claims submitted for payment, Michael L. Sims seconded. **Motion passed 3-0**

**FIRE CHIEF'S REPORT**

- Fire Chief Chris Cover introduced the new part-time firefighter Drew Hampton.
- The run report was not presented at this meeting. Chief will have run report for next meeting. Board requested run reports to include all fire departments that respond with us and specify their contribution with their assistance.
- Shipping containers were ordered for the training area at CCFD1 and will be delivered next week.
- Hose testing was completed. Estimated replacement cost of old hoses \$1,605.
- Estimate given for annual pump tests and physicals.
- Hydrant flushing almost completed at Logansport State Hospital. A list of repairs that need made on hydrants will be forwarded to the fiscal officer to send to the State of Indiana and LSH.
- Estimates given to fiscal officer regarding first responder water rescue sets to place in next year's budget together with training costs.
- Chief reported that we will need to replace 4 sets of turn-out gear this year and 5 sets next year. Chief had one quote of Lyons Gear of approximately \$2200 per set of gear (\$8,800) which includes bunker coat, pants, suspenders, and belt. That has been the best quote yet. Board expected to decide at next month's meeting regarding gear.
- We will need to start the hiring process again for CCFD#1. We still need approximately 2 part-time/PRN staff and potentially one new full-time firefighter.

Dave Patty made a motion to accept the Fire Chief's report. Jeff Asselin seconded. **Motion passed 3-0.**

**OLD BUSINESS**

Discussion was held regarding flagpole completion. Mike Sims was going to check with Paul Hartman regarding how soon he could get the pole for us.

**NEW BUSINESS**

- Revision to the Internal Control Policy needs to be made to reflect pandemic issues surrounding COVID and the ability to function as a governmental agency.
- The DLGF will not be conducting in person budget workshops this year. Taxing units will be required to have a computer based live feed for the workshop this year. The pre-budget report is due by May 30, 2020.
- Fiscal Officer will draft a letter for the board regarding the future of contractual services with other entities after 2021.

**PUBLIC COMMENTS**

None

**NEXT MEETING**

Next regular meeting is scheduled for June 3, 2020 at 4:30 pm.

**MEETING ADJOURNMENT**

Jeff Asselin made a motion to adjourn the meeting. Michael L. Sims seconded. Meeting adjourned at 6:17 pm. **Motion passed 3-0.**

Respectfully submitted,

***Bridget I. Enyeart, Fiscal Officer***

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