

**Hamilton Fire Department**  
**Meeting Minutes**  
**December 19, 2024**

**1. Call to order**

The meeting was called to order at 7:00 am by Ron Jones. Ron reminded the meeting room to be respectful with all comments during the meeting. Ron entertained any opening comments and additions to the agenda. There were none. Rons stated he would take public comments throughout the meeting. Ron asked all board members to introduce themselves. Bob Younker opened with prayer.

**2. Roll call**

**Heath Township:** Ron Jones, Missy Harvey **Manlius Township:** Barbara VanGelderren, Matt Rooks **Fillmore Township:** Bob Younker **Absent:** Mark Geurink from Fillmore Township  
Also present from the HFD: Dave Haverdink, Mike Capel, Brian Kempkers

**3. Approval of minutes from last meeting**

Motion from VanGelderren with support from Younker to approve minutes from June 13, 2024 meeting. Unanimously approved.

**4. 2023/2024 Fiscal Year Review**

- A. Annual Report: Haverdink gave the report
  - a. A purchase agreement was signed with Spencer Mfg. for a new fire truck.
  - b. The drone continues to be for many different situations.
  - c. In January 2025, 3 new firefighters will join HFD.
- B. Incident Report: Haverdink reviewed the report
  - a. In 2023/2024 fiscal year, HFD responded to 499 incidents
- C. Audit Report: Haverdink reviewed the report
  - a. Yearly audit was conducted on September 4, 2024 by Siegfried Crandall PC

**5. Proposed 2025/2026 Operational Budget**

- A. Haverdink presented the proposed operational budget. The board questioned some line items.
- B. Younker made a motion to approve the wage and salary adjustment as presented with support from VanGelderren. Vote taken, all in favor, motion carried.
- C. Younker made a motion to approve the capital equipment request as presented with support from Rooks. Vote taken, all in favor, motion carried.
- D. Jones made a motion to approve the operation budget as presented with support from Younker. Vote taken, all in favor, motion carried.

## **6. File for Articles of Incorporation for Hamilton Fire Department**

Haverdink discussed the possibility of filing with the state for Articles of Incorporation to allow the Fire Department the ability to carry a loan for large purchases. Jones was concerned if the inter-local agreement would be an issue in acquiring the Articles of Incorporation. Harvey stated that Heath Township already had the funds for the new truck set aside and didn't see the need for the Incorporation. VanGelderens stated Manlius also had the funds set aside already. It was decided that Incorporation for the Fire Department was not needed and this discussion was closed for future inquiries.

## **7. Interlocal Agreement Update**

- A. Much discussion among the board members about the interlocal agreement. Discussion items:
  - a. What paperwork was given to Attorney Kaufmen to investigate.
  - b. How the paperwork was given to the Attorney.
  - c. Which Fire Board members were in attendance at Fillmore Township in August
  - d. Jones asked all Fire Board members to read the interlocal agreement carefully to remind us all of our tasks on the board
  - e. Jones confirmed that Heath Township will be seeking outside counsel that has no affiliation with the Township to assess this matter. We will all be sending all three Townships paperwork through the mail to counsel and having no contact verbally. This will be the most fair and impartial way to end this disagreement.
  - f. All Townships have agreed to share their paperwork amongst each other.
- B. Jones opened the floor for public comments and questions.
  - a. Public requested minutes to be posted online on time.
  - b. Public requested Fire Board meetings to be held in the PM not AM.
  - c. Discussion on how to handle ownership and interlocal from public.
  - d. Question on ownership of Fire Station that was located on 47<sup>th</sup> Street.
  - e. The Fire Department was thanked by the Board and the public for all their hard work and dedication to our community.
  - f. Discussion on anonymous letter.

## **7. New Business**

- A. Heath Township will get an Attorney and send this information to all the Townships so that all three Townships can send their information and get interlocal question settled by end of January 2025.
- B. Motion by Harvey with support from VanGelderens to move Fire Board meetings from 7am to 7pm. Vote taken, all in favor, motion carried.

## **8. Round Table – None**

**9. Next Board Meeting** - Motion by Younker with support from Rooks to schedule the next Fire Board meeting on June 26, 2025 at 7:00 pm. Vote take, all in favor, motion carried. Next board meeting scheduled.

Motion from Younker with support from VanGelderens and unanimously approved to adjourn the meeting at 8:51 am.

Minutes submitted by Clerk Missy Harvey