

Ocqueoc-Bearinger Fire Board
Meeting Minutes
Thursday, 4 March 2021

Attending Board Members:

Jerry Counterman, Chairman
Beverly Rossetto, Financial Officer
Michael Phillips, Secretary
Woody Isaacs, Director
Sheryl Diamond, Director

Bearinger Township Attending Members:

Michael Phillips
Sheryl Diamond
Terry Stemple
Patricia Frost
Duane Walker

Ocqueoc Township Attending Members:

Jerry Counterman
Woody Isaacs
Pam Schaedig
Jeff Foster

Others:

Gary Yaklin, Fire Chief
Charles Merchant, Assistant Fire Chief
Anna Beach, Medical Coordinator

The meeting was called to order by the Chairman at 7:05 followed by the Pledge of Allegiance.

Agenda: The Chairman presented the agenda, moved the Election of officers to follow Board member introduction. The agenda was accepted as amended.

Board Introduction: Board members were asked to introduce themselves, all members gave a brief personal history.

Board Election: Beverly Rossetto nominated Jerry Counterman as Chairman, second by Jerry Counterman; Beverly Rossetto was nominated by Jerry Counterman as Financial Officer, second by Sheryl Diamond; Michael Phillips was nominated Secretary by Jerry Counterman, second by Woody Isaacs; all nominations carried.

Meeting Minutes: The meeting minutes for 5 November 2020 were presented, spelling and grammar corrections made, Sheryl Diamond motioned to accept with corrections, seconded by Woody Isaacs; motion carried.

Financial Officers Report: Beverly Rossetto gave an overview of the activity from 1 November 2020 through 28 February 2021. See attached for detailed account information during that period.

- November 2020 Total Liabilities and Fund Equity \$142,458.54
- February 2021 Total Liabilities and Fund Equity \$134,576.06

Ocqueoc-Bearinger Fire Board

Meeting Minutes

Thursday, 4 March 2021

Beverly requested to move the funds from a Certificate of Deposit that is maturing in March to Calcite Credit Union. The move is needed due to TCF interest rates dropping significantly. A motion was made by Woody Isaacs to move the funds as requested, second by Sheryl Diamond; motion carried.

There will be a financial audit that is required to be completed this year. The audit will not start until after April 15th and will cost about \$1800.

Fire Chiefs Report: The Fire Chiefs report is attached. It covers the period of November 2020 to February 2021. There were five total runs, three vehicle accidents, one false alarm, and one power line down.

Assistant Fire Chiefs Report: Charles Merchant has noted smaller turnouts to meetings recently. He also noted the department has completed training with ice rescue equipment as well as safety training videos.

Medical Coordinators Report: The Medical Coordinators report is attached. Anna Beach reports a total of 66 runs in the year 2020. 12 runs happened in January and February.

Old Business:

New Business:

- Renew Joint Fire Department Agreement: Jerry Counterman motioned to accept the agreement as written, second by Sheryl Diamond; motion carried.
- 2021 Proposed Budget
 - 2021-2022 Budget was presented and reviewed
 - Public comment during budget hearing:
 - Michael Phillips asked questions about money allocated to dash cams.
 - Beverly Rossetto explained that actual cost split for the operational funds will be determined once county equalization final values are set in April. She also explained that any money left over from the previous year is deducted from the budget before shares are paid.
 - The Fire Chief and Assistant explained that projected equipment costs were decided based on possibly having to fully equip two new fire fighters.
 - Meeting was suspended at 7:53 in motion by Jerry Counterman, second by Michael Phillips. Motion carried.
 - Bearinger Township roll call shows all members present. Roll call vote to approve the budget Aye: Michael Phillips, Terry Stemple, Sheryl Diamond, Duane Walker, Patricia Frost. Bearinger Township approved the budget as presented.
 - Ocqueoc Township roll call shows all members present except Shari Pomranke. Roll call vote to approve the budget Aye: Jerry Counterman, Woody Isaacs, Pamela Shaedig, Jeff Foster Absent: Shari Pomranke. Ocqueoc Township approved the budget as presented.

Public Comment:

Board Comment: Beverly Rossetto thanked Ocqueoc Township for hosting the meeting.

Ocqueoc-Bearinger Fire Board

Meeting Minutes

Thursday, 4 March 2021

Motion to adjourn made by Beverly Rossetto, seconded by Woody Isaacs; motion carried. Meeting adjourned at 7:57 PM.

V/r

Michael Phillips

Secretary, Ocqueoc-Bearinger Fire Board

Attachments:

Fire Chiefs Report

Financial Officers reports

Medical Coordinators Report

Next regular meeting: May 6th 2021 at 7:00 PM

Ocqueoc-Bearinger Fire Department
Board Meeting Minutes
Thursday, 6 May 2021

Attending Board Members:

Jerry Counterman, Chairman
Beverly Rossetto, Financial Officer
Michael Phillips, Secretary
Jerome (Woody) Isaacs, Director
Sheryl Diamond, Director

Others:

Gary Yaklin, Fire Chief
Charles Merchant, Assistant Fire Chief
Anna Beach, Medical Coordinator

The meeting was called to order by the Chairman at 7:04 followed by the Pledge of Allegiance.

Agenda: The Chairman presented the agenda. The agenda was accepted as presented.

Meeting Minutes: The meeting minutes for 4 March 2021 were presented. Beverly Rossetto motioned to accept the Minutes as presented, seconded by Sheryl Diamond, all Ayes; motion carried.

Financial Officers Report: Beverly Rossetto gave an overview of the activity from 1 Mar 2021 through 30 Apr 2021. See attached for detailed account information during that period. The biennial financial audit is starting this month.

- March 2021 Total Liabilities and Fund Equity \$126,428.89
- April 2021 Total Liabilities and Fund Equity \$118,243.88

The March CD (\$26,300.09) matured and was moved to the Equipment Fund Savings account.

Beverly requested as part of New Business motions:

- In May, move Equipment Fund Savings to Calcite Credit Union, open two CDs in the sum of \$25,000; one CD for two years and the second for a three year term with the remaining balance to be deposited to the Equipment Savings Fund.
- In July, move February CD (matures 21 JUL 21) from TCF to Calcite Credit Union and add enough funds from the Equipment Savings account to open a CD in the sum of \$15,000 for a three year CD.

Woody Isaacs motioned to accept the Financial Officers report as presented, seconded by Michael Phillips, all Ayes; motion carried.

Fire Chiefs Report: The Fire Chiefs report is attached. It covers the period of 1 Mar to 30 Apr 2021. There were three total runs, two grass fires and one debris fire. Received new hoses for the Honda water pump. Summer training schedules are being developed.

Assistant Fire Chiefs Report: 1 Apr is the official start of fire season, there have been three calls within the area before 1 Apr this year. Confidence is high that mutual aid with DNR is beneficial and reciprocated. Dry hydrant inspections and testing are starting soon.

Medical Coordinators Report: The Medical Coordinators report is attached. Anna Beach reports a total of 15 Calls in March and April. In May, there will be an annual CPR/AED training refresher.

Ocqueoc-Bearinger Fire Department
Board Meeting Minutes
Thursday, 6 May 2021

Old Business:

New Business:

- Signers for TCF Checking account
 - Sheryl Diamond motioned to change the OBFD checking account #XXXXXX2549 signers at TCF bank to Beverly Rossetto, Michael L. Phillips, and Jerome Isaacs; remove the name of Archie Jay Patterson II as of May 6, 2021; second by Jerome Isaacs, all Ayes; motion carried.
- Equipment fund and CD account investments
 - Sheryl Diamond motioned to authorize Financial Officer Beverly Rossetto to close the OBFD Equipment Fund Account #XXXXX07107 at TCF Bank; transfer the funds to Calcite Credit Union, open a savings account and two Certificates of Deposit as of May 6, 2021; establish Beverly Rossetto, Michael L. Phillips, and Jerome Isaacs as signers of the OBFD Equipment Fund savings account; second by Jerome Isaacs; roll call vote, all Ayes; motion carried.

Public Comment: Gary Yaklin mentioned the HBCA annual garage and bake sale that is coming up in July.

Board Comment:

Motion to adjourn made by Woody Isaacs, seconded by Beverly Rossetto, all Ayes; motion carried.
Meeting adjourned at 7:36 PM.

V/r

Michael Phillips
Secretary
Ocqueoc-Bearinger Fire Department Board

Attachments:
Fire Chiefs Report
Financial Officers reports
Medical Coordinators Report

Next regular meeting: July 1st 2021 at 7:00 PM

Ocqueoc-Bearinger Fire Department
Board Meeting Minutes
Thursday, 1 July 2021

Attending Board Members:

Jerry Counterman, Chairman
Beverly Rossetto, Financial Officer
Michael Phillips, Secretary
Jerome (Woody) Isaacs, Director
Sheryl Diamond, Director

Others:

Gary Yaklin, Fire Chief
Charles Merchant, Assistant Fire Chief
Anna Beach, Medical Coordinator

The meeting was called to order by the Chairman at 7:02 followed by the Pledge of Allegiance.

Agenda: The Chairman presented the agenda. The agenda was accepted as presented.

Meeting Minutes: The meeting minutes for 6 May 2021 were presented. Beverly Rossetto motioned to accept the Minutes as presented, seconded by Sheryl Diamond, all Ayes; motion carried.

Financial Officers Report: Beverly Rossetto gave an overview of the activity from 1 May 2021 through 30 Jun 2021. See attached for detailed account information during that period.

- May 2021 Total Liabilities and Fund Equity \$79,131.99
- Jun 2021 Total Liabilities and Fund Equity \$75,964.80

Beverly requested as part of New Business motions:

- Request to transfer the FEB CD that is still at TCF to the \$10k equipment fund to a CD after 21 July 2021

Michael Phillips motioned to accept the Financial Officers report as presented, seconded by Woody Isaacs, all Ayes; motion carried.

Fire Chiefs Report: The Fire Chiefs report is attached. It covers the period of 1 May to 30 Jun 2021. There were two total runs, one false alarm and one residential gas leak. Parking lot repairs scheduled for this month. Gary requested that a new membership drive be started, numbers are down from previous years. Damage was found during dry hydrant flushing at the refuge harbor; Beverly will look into filing a claim for facilities damage with the insurance company.

Assistant Fire Chiefs Report: Training was completed on dry hydrants. 702 does not have a suction strainer, it would increase capability in the field if this item were purchased, currently looking into options.

Medical Coordinators Report: The Medical Coordinators report is attached. Anna Beach reports a total of 7 Calls in May and June. CPR/AED training refresher completed, training was well received and there is interest in scheduling more frequent training to increase proficiency.

Old Business:

Ocqueoc-Bearinger Fire Department
Board Meeting Minutes
Thursday, 1 July 2021

New Business:

- Parking Lot
 - Final Drive Seal Coating submitted a bid to reseal the parking lot; bid cost \$2958.88. Jerry Counterman motioned to accept the bid, second by Woody Isaacs, all Ayes; motion carried.
- Dry Hydrant Damage
 - Investigate insurance claim coverage to determine best course of repair to damaged dry hydrant located at the Hammond Bay Refuge Harbor. Sheryl Diamond motioned for Beverly Rossetto to contact the insurance company to investigate, second by Michael Phillips, all Ayes; motion carried.

Public Comment:

Board Comment:

Motion to adjourn made by Beverly Rossetto, seconded by Sheryl Diamond, all Ayes; motion carried.
Meeting adjourned at 7:45 PM.

V/r

Michael Phillips
Secretary
Ocqueoc-Bearinger Fire Department Board

Attachments:
Fire Chiefs Report
Financial Officers reports
Medical Coordinators Report

Next regular meeting: September 2nd 2021 at 7:00 PM

Ocqueoc-Bearinger Fire Department
Board Meeting Minutes
Thursday, 2 September 2021

Attending Board Members:

Jerry Counterman, Chairman
Beverly Rossetto, Financial Officer
Michael Phillips, Secretary
Jerome (Woody) Isaacs, Director
Sheryl Diamond, Director

Others:

Gary Yaklin, Fire Chief
Charles Merchant, Assistant Fire Chief
Anna Beach, Medical Coordinator

The meeting was called to order by the Chairman at 7:03 followed by the Pledge of Allegiance.

Agenda: The Chairman presented the agenda. The agenda was accepted as presented.

Meeting Minutes: The meeting minutes for 1 July 2021 were presented. Michael Phillips motioned to accept the Minutes as amended, seconded by Woody Isaacs, all Ayes; motion carried.

Financial Officers Report: Beverly Rossetto gave an overview of the activity from 1 Jul 2021 through 31 Aug 2021. See attached for detailed account information during that period.

- Jul 2021 Total Liabilities and Fund Equity \$135,029.28
- Aug 2021 Total Liabilities and Fund Equity \$133,817.62

Michael Phillips motioned to accept the Financial Officers report as presented, seconded by Woody Isaacs, all Ayes; motion carried.

Fire Chiefs Report: The Fire Chiefs report is attached. It covers the period of 1 Jul to 31 Aug 2021. There were two total runs, one false alarm and one non-fire highway cleanup on US 23. Parking lot repairs were completed successfully. Gary asked if there was an update from the insurance company regarding damage at the refuge harbor dry hydrant; Beverly is still waiting on an update, initial estimates are \$3-5k to repair.

Assistant Fire Chiefs Report: Training was completed at the Rainey River dry hydrant, marginally successful overall. The crew had difficulty in flushing the hydrant and did not make any significant progress in clearing it from shore. Currently attempting to get a diver to inspect the underwater inlet for obstructions. There is a new funding opportunity within the county to provide training at Alpena Community College. The training will be certificate based and managed by ACC, they are currently providing this program to Alpena County and Presque Isle County would be an addition to the existing.

Medical Coordinators Report: The Medical Coordinators report is attached. Anna Beach reports a total of 13 Calls in Jul and Aug. A bumper was lost on the ambulance during a call down a rough road, the bumper will need to be replaced prior to the upcoming state inspection. Current estimate is \$4k to repair. Need to check with insurance company to see if the damage is covered under our policy.

Old Business:

Ocqueoc-Bearinger Fire Department
Board Meeting Minutes
Thursday, 2 September 2021

New Business:

- Biannual Audit
 - Beverly Rossetto submitted the completed report to the board for review. Woody Isaacs motioned to accept the report. Sheryl Diamond second, all Ayes; motion carried.
- Equipment Fund CD
 - Beverly Rossetto requested to transfer the recently matured CD at TCF, as well as \$10k from the equipment fund to a CD at Calcite Credit Union in the amount of \$21,095. Woody Isaacs motioned to allow the transfer. Sheryl Diamond second, all Ayes; motion carried.

Public Comment:

Board Comment:

Motion to adjourn made by Woody Isaacs, seconded by Sheryl Diamond, all Ayes; motion carried.
Meeting adjourned at 7:49 PM.

V/r

Michael Phillips
Secretary
Ocqueoc-Bearinger Fire Department Board

Attachments:
Fire Chiefs Report
Financial Officers reports
Medical Coordinators Report

Next regular meeting: November 4th 2021 at 7:00 PM

Ocqueoc-Bearinger Fire Department
Board Meeting Minutes
Thursday, 4 November 2021

Attending Board Members:

Jerry Counterman, Chairman
Beverly Rossetto, Financial Officer
Michael Phillips, Secretary
Jerome (Woody) Isaacs, Director
Sheryl Diamond, Director

Others:

Gary Yaklin, Fire Chief
Anna Beach, Medical Coordinator

The meeting was called to order by the Chairman at 7:03 followed by the Pledge of Allegiance.

Agenda: The Chairman presented the agenda. Beverly Rossetto requested to add to New Business the following: Hammond Bay Harbor Dry Hydrant Insurance Claim, Volunteer Christmas Party, Smokey the Bear Sign; Michael Phillips motioned to accept the Agenda as amended, seconded by Woody Isaacs; all Ayes, motion carried.

Meeting Minutes: The meeting minutes for 2 September 2021 were presented. Sheryl Diamond motioned to accept the Minutes as presented, seconded by Woody Isaacs, all Ayes; motion carried.

Financial Officers Report: Beverly Rossetto gave an overview of the activity from 1 Sep 2021 through 31 Oct 2021. The equipment fund has been moved to Calcite Credit Union; DNR grant for portable generator has been received. See attached for detailed account information during that period.

- Sep 2021 Total Liabilities and Fund Equity \$119,441.46
- Oct 2021 Total Liabilities and Fund Equity \$145,469.42

Jerry Counterman motioned to accept the Financial Officers report as presented, seconded by Sheryl Diamond, all Ayes; motion carried.

Fire Chiefs Report: The Fire Chiefs report is attached. It covers the period of 1 Sep to 31 Oct 2021. There were two total runs, one false alarm and one mutual aid to Rogers City for a barn fire. Repairs were performed on one of the rolling doors, the remaining 5 were inspected for serviceability. The need for new as well as younger volunteers is ongoing, there are new members of the community that will be contacted about opportunities to serve with the department.

Medical Coordinators Report: The Medical Coordinators report is attached. Anna Beach reports a total of 7 calls in Sep and Oct. The bumper replacement on unit 707 is complete.

Old Business:

New Business:

- Huntington Bank Signature Card
 - Huntington is sending statements with various signatories on the accounts that are no longer authorized. Beverly Rossetto made a motion to confirm the names of Jerome R. Isaacs, Michael L. Phillips and Beverly Rossetto are the current signers for the Ocqueoc-Bearinger Fire Board checking account and that the names of Archie J. Patterson II and

Ocqueoc-Bearinger Fire Department

Board Meeting Minutes

Thursday, 4 November 2021

Jeffrey E. Foster be removed on said checking account. Seconded by Sheryl Diamond. All Ayes, motion carried,

- FY 22/23 Budget Committee
 - Volunteers for the budget committee are Beverly Rossetto, Gary Yaklin, and Michael Phillips
- Snow Removal Contract
 - Beverly Rossetto motioned to accept the terms of the snow removal contract, seconded by Michael Phillips. Roll call vote: Beverly Rossetto- Aye, Woody Isaacs- Aye, Michael Phillips- Aye, Sheryl Diamond- Aye, Jerry Counterman- Aye. All Aye, motion is carried.
- Meeting Dates
 - Beverly Rossetto presented dates for next years meetings, the first Thursday of every other month. The Tri Board Budget meeting is scheduled to take place March 3, 2022 at 7pm.
- OBFD Public Awareness Pens
 - Beverly Rossetto presented options for OBFD promotional pens.
 - Jerry Counterman made a motion to purchase 200 pens with a total cost of no more than \$150, seconded by Michael Phillips. Roll call vote: Beverly Rossetto- Aye, Woody Isaacs- Aye, Michael Phillips- Aye, Sheryl Diamond- Aye, Jerry Counterman- Aye. All Aye, motion is carried.
- Volunteer Christmas Party
 - Woody Isaacs motioned to allow \$400 limit for the Volunteer party, seconded by Sheryl Diamond. Roll call vote: Beverly Rossetto- Aye, Woody Isaacs- Aye, Michael Phillips- Aye, Sheryl Diamond- Aye, Jerry Counterman- Aye. All Aye, motion is carried.
- Smokey the Bear Sign
 - Still reviewing sign options. HBCA fund at \$2,696.45.
- Hammond Bay Harbor Dry Hydrant Insurance Claim
 - The policy covers up to \$3,500 in damage, after depreciation and deductible the total is \$2,345 in reimbursement. Currently waiting on an estimate from Merchant Excavating.

Public Comment:

Board Comment:

Motion to adjourn made by Woody Isaacs, seconded by Jerry Counterman, all Ayes; motion carried.
Meeting adjourned at 8:00 PM.

V/r

Michael Phillips
Secretary
Ocqueoc-Bearinger Fire Department Board

Attachments:

Fire Chiefs Report
Financial Officers reports

Ocqueoc-Bearinger Fire Department
Board Meeting Minutes
Thursday, 4 November 2021

Medical Coordinators Report

Next regular meeting: January 6th 2022 at 7:00 PM