

NAFRS Board Meeting Minutes - APPROVED

8:00 A.M.

October 28, 2021

NAFRS Training Room

Board Meeting Attendance		
Voting Members:	present	absent
Bolduc, Steve	X	
Castore, Glen	X	
Edwardsen, Todd	X	
Haase, Elisabeth		X
Liebenstein, Paul	X	
Ness, Brad	X	
Reister, Jami	X	
Switzer, Glenn	X	
Ex-officio Members:	present	absent
Anderson, Jerry	X	
Edwards, Brian	X	
Elliot, Mark	X	
Franek, Gerry	X	
Martig, Ben	X	
Teppen, Jenelle	arr@8:10am	

1	Approve Agenda	Meeting was called to order by Chair Ness, at 8:05am. Switzer would like to add discussion regarding communication, at 10a) Communication
2	Approve Minutes	Approved Minutes of July 15, 2021 Board Meeting Liebenstein motioned, Reister seconded. All in favor.
3	Chief's Report	Chief Franek presented August-September Chief's Report. (*see full report in packet)
4	Finance Report	<p>1. Motion 2021-21 - Approved disbursements batches 165-172</p> <p>Motion made by Castore, seconded by Liebenstein. All in favor.</p> <p>Discussion: Switzer was disappointed that the Finance Committee did not meet in October, to review necessary financial controls.</p>

		<p>2. YTD Financial Report: Treasurer Castore presented YTD Financial Report.</p>
5	Rescue Squad Donation	<p>Resolution 2021-07 – Accepted Donation of Heavy Rescue Truck, 8120, and attached equipment</p> <p>1. Motion made by Castore; seconded by Bolduc. All in favor.</p> <p>Discussion: None.</p>
6	Auditor Change	<p>Motion 2021-22 – Appointed Bergen KDV as NAFRS Audit Firm</p> <p>1. Motion made by Castore; seconded by Liebenstein. All in favor.</p> <p>Discussion: None.</p>
7	JPA Party Contributions for 2022 and 2023	<p>Motion 2021-23 - Acknowledge 2022 and 2023 Joint Powers Party Expense Allocations</p> <p>1. Motion made by Castore; seconded by Liebenstein. All in favor.</p> <p>Discussion: Switzer would appreciate supporting documents, that determined percentages.</p>
8	Taxing District Update	<p>A memo to the Board, referenced in the Boar Packet from Martig and Castore, recommended forming a committee, in 2022, with the objective of making a recommendation to the Board, on whether to become a Taxing District, or not. No further action was taken.</p>
9	Equipment Policy Update	<p>Resolution 2021-08 – Approve Amended Equipment Policy</p> <p>Following discussion by the Board, suggestions were made to revise the amended Equipment Policy and the Board agreed to postpone consideration to the December 16th Board Meeting.</p>
10	Succession Planning Update	<p>A memo from Personnel Committee Chair Castore, included in the Board Packet, concerning the hiring a Fire Chief expressed concern that the Board will not be prepared for the hiring process.</p>

		<p>Martig raised the question as to why the Personnel Committee did not first come to the Ad Hoc Committee? Interim succession planning should come to Ad Hoc Committee, to be brought to the Consultant.</p> <p>Anderson, Ad Hoc Committee Member, mirrored Martig’s questions and concerns.</p> <p>Reister stated that she was uncomfortable going into Personnel Committee, not yet having Strandell Report, and is interested in interim process.</p> <p>In referring to the hiring of a new Chief, Chief Franek recommended that we ‘do the work once and take the time to do it right’. Chief Franek also reminded the Board that upon his resignation, the 1st Assistant Chief step into the Chief’s position, on an interim basis; Chief Franek has complete confidence that this will be a seamless transition.</p>
10(a)	Board Communication	Board Member Switzer stated that communication with the Board could be improved, specifically concerning major equipment repairs and having ‘draft’ Committee Minutes available, prior to Board Meetings.
11	Upcoming Agenda Items	<p>Resolution 2021-08 – Approve Equipment Policy, with amendment as noted:</p> <p style="padding-left: 40px;">Amendment: Truck Committee, be named as Capital Equipment Committee.</p>
12	Reports from the Board Chair and Board Members	

Meeting adjourned at 9:50am