

# Bethel Volunteer Fire Department Tax District Advisory Board Meeting Minutes

**Date:** 04/06/22

**Time:** 1830

**Location:** Bethel Fire Station # 1

Quorum Members/Title (Three Required)	Other Attendees/Title
Steven Tripi – Chair Present	Chief Risch
Linda Seitz – Vice Chair Present	
Joe Costello – Secretary Present	
Ellen Goff – At Large Present	
TBD – At Large	

Item # 1: Call to Order	
Opening remarks, quorum verification, agenda review.	Chair Time: 5 Minutes
Minutes	Meeting called to order at 1830 by Chairman Tripi.

Item # 2: Approval of Previous Meeting Minutes	
Each board member is responsible for reviewing the minutes prior to the meeting. Meeting minutes may be approved with required changes.	Secretary Time: 5 minutes
Minutes	<b>Corrected date for next meeting, minutes unanimously approved.</b>

Item # 3: Action Item Review	
Open action items and action items closed since the last board meeting are to be reviewed and discussed by the individual action owner. Any new actions or due date changes are to be recorded on the board action item register.	Vice Chair/Item Owner Time: 5 minutes/Item
Minutes	<b>C2 and B8 have been completed. A11 to be completed by 12/31/22.</b>

Item # 4: Election of officers	
1. Assignment of duties (see package)	All Time: 10 minutes
Minutes	<b>Motion by Joe Costello to keep all officers the same, seconded by Chairman Tripi, motion unanimously approved. Ellen Goff elected to Treasure position. Assignment of duties, see attachment.</b>

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<b>Item # 5: Budget Report</b>		
	<ol style="list-style-type: none"> <li>1. Budget Review</li> <li>2. COLA and step raise for FF's</li> <li>3. Future county fund requests</li> </ol>	Treasurer
		Time: 30 minutes
Minutes	<p><b>Waiting on 22/23 Budget to be approved by County.</b>  <b>Motion to approve a 4% cola raise for fulltime staff, and a \$.50 raise for Part-Time staff made retro active to 3/27/22 made by Treasurer Ellen Goff after discussion and seconded by Chairman Tripi. Motion unanimously approved.</b></p>	

<b>Item # 6: Training Update</b>		
	<ol style="list-style-type: none"> <li>2. Qualified workers</li> <li>3. FF agility test revision</li> </ol>	Chair
		Time: 10 minutes
Minutes	<p><b>All paid staff are up to date on training. All paid staff have passed their Agility Test. Going forward, all paid staff must be 100% qualified to work.</b>  <b>Chief Risch – Action item to review agility test within 6 months.</b></p>	

<b>Item # 7: Update on station 2 revamp</b>		
		Chief
		Time: 10 minutes
Minutes	<p><b>Station 2 has been power washed and painting is now underway.</b></p>	

<b>Item # 8: Progress Report on Ladder Truck and Timeline</b>		
		Chair/Chief
		Time: 10 minutes
Minutes	<p><b>No update from county.</b></p>	

<b>Item # 9: Round Table</b>		
		All
		Time: 10 minutes
Minutes	<p><b>Vice Chair Seitz would like all reports to have dates on them.</b>  <b>Chairman Tripi, Treasure Goff and Secretary Costello – Nothing for roundtable.</b>  <b>Chief Risch – Service 2 repairs should be complete in a week or so. Need to review Workman’s Comp Class Codes to save money.</b></p>	

<b>Item # 10: Closing Items</b>		
	<ol style="list-style-type: none"> <li>1. New action item review</li> <li>2. Plus/delta meeting critique</li> <li>3. Next meeting scheduled – 07/06/22 1830 Station 1</li> <li>4. Closing remarks</li> <li>5. Adjourn</li> </ol>	Chair
		Time: 5 minutes
Minutes	<p><b>1 new Action Item, leaving 6 left to complete.</b>  <b>Plus/delta meeting critique – Meeting went well.</b>  <b>Next meeting – 7/6/22, 1830 @ Bethel Station 1.</b>  <b>Meeting adjourned at 19:53.</b></p>	