

Western Cass Fire Protection District
Minutes from the Regular Session
March 16, 2022 at 07:00 pm
Fire Headquarters
5 S. Rogers Road, Cleveland, Missouri 64734



1. Meeting called to order at 07:04 pm.
This meeting was recorded.

2. Pledge of Allegiance

3. Roll Call:

Chairman Terry Magelssen (2018 – 2022)	Present
Vice Chairman Sue Hosterman (2019 – 2025)	Present
Treasurer Kerri VanMeveren (2020 – 2026)	Present
Director Darvin Schildknecht (2021 – 2027)	Present

4. Personal Appearances/Public Comment: Monte Olsen and Marty Hardman were virtual, Privacy Officer John Webb, Tom Reintjes, Teresa Hawkins, Elizabeth Power, Jack Host, Dale Doty, Barbara Hull, Lucas Lord, and Chris Johnson were in-person.

Teresa Hawkins stated that she was in attendance to see what is going on with the Fire Department. She stated that she has seen a lot of stuff on social media that concerned her, like the department being down to only five fire fighters. Chairman Terry Magelssen stated they were down to four fire fighters. Teresa Hawkins asked if there were any fire fighters from our District. Chairman Terry Magelssen stated that there were no volunteers from within our District currently.

Jack Host asked how much the bill was for the state audit. Chairman Terry Magelssen stated that bill has been paid and asked Treasurer Kerri VanMeveren if she could provide that information. Treasurer Kerri VanMeveren stated she didn't have that information right now.

Liz Power stated that she had seen a lot of stuff of social media as well. She stated that personal lockers had been gone through and wondered what the legalities were to this. There was no comment from the board.

Chairman Terry Magelssen stated that if no one else had anything to ask or comment on they were going to continue with the meeting.

5. Adopt the March 16, 2022 Agenda.

Director Darvin Schildknecht made a motion to adopt the March 16, 2022 Agenda as posted.

Chairman Terry Magelssen	Aye
Vice Chairman Sue Hosterman	Aye

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Treasurer Kerri VanMeveren Aye
Director Darvin Schildknecht Aye

Motion passed.

6. Old Business

a) Consent Agenda

- 1) Approval of 2022.02.16 Regular Session Minutes.
- 2) Approval of 2022.02.16 Executive Session Minutes.
- 3) Approval of 2022.02.23 Special Session Minutes.
- 4) Approval of 2022.02.25 Special Session Minutes.
- 5) Approval of 2022.03.02 Work Session Minutes.

Vice Chairman Sue Hosterman made a motion to approve all minutes as recorded and posted.

Chairman Terry Magelssen Aye
Vice Chairman Sue Hosterman Aye
Treasurer Kerri VanMeveren Aye
Director Darvin Schildknecht Aye

Motion passed.

6) Notating and Commenting of February 2022 Financial Package.

Treasurer Kerri VanMeveren stated that she continues to work with the CPA on getting the financial report to show what is spent on each station and each apparatus. Chairman Terry Magelssen asked why the header of the financial report states "Year End December 31, 2022". Treasurer Kerri VanMeveren stated that when the CPA tried to break down by months the totals didn't match up, so they did a running total so far for the year. Monte Olsen stated that the CPA tried to show two months' worth of financial reporting, but it didn't add up and this was the easiest way. He stated therefore you see totals for the year. Treasurer Kerri VanMeveren stated you can see what was spent by category. She stated that the financial reports will also be on the website once it is up and going. She asked if there were any questions. Chairman Terry Magelssen asked why they can't see just what was spent in February 2022 since that is the financial package they were supposed to be reviewing. Treasurer Kerri VanMeveren stated she can see if she can do group totals and that she can do the report on just the previous month. Chairman Terry Magelssen stated that is what the February Financial Package should show. Chairman Terry Magelssen asked Treasurer Kerri VanMeveren to explain the building or electricity category to everyone. Treasurer Kerri VanMeveren shared the electricity portion of the report. She stated that they may have to go back and check coding for January and February 2022, so there is proper break down of the expenses. Treasurer Kerri VanMeveren stated that the electricity expenses are in the correct place but one of them is showing in the Station 1 category that should be in the Station 2 category. Monte Olsen agreed with Treasurer Kerri VanMeveren. A public attendee asked what software was used for the finances for the District. Treasurer Kerri VanMeveren stated Xero. Chairman Terry Magelssen stated they are paying the CPA a monthly fee and wondered

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how much longer they will need to wait to see everything corrected. Treasurer Kerri VanMeveren stated the former CPA did not have things in order and the new CPA took over right before the holidays. She stated that between them cleaning up what needed to be from the old CPA, the holidays and tax season she doesn't want to put too much pressure on them right now. Chairman Terry Magelssen asked if the board had any questions. Vice Chairman Sue Hosterman stated she would like to see the financial package just show month by month. Chairman Terry Magelssen opened the floor for the public to comment and ask questions. A public attendee asked if they could have a copy of the financial package. Chairman Terry Magelssen stated yes, for them to sign the sign-in book and include their email address and they can be emailed a copy. John Webb stated that the minutes, agendas, and financial packages will be on the website for public's view once the website is up and going. A public attendee asked if there was a website. Chairman Terry Magelssen stated there will be a new one up and running in 30 – 45 days. A public attendee asked who is building the website. Chairman Terry Magelssen stated that GetStreamlined is building the website. Monte Olsen stated that once the board votes the website could be finished up within a couple of days. John Webb stated that GetStreamlined focuses on small fire department websites. Chairman Terry Magelssen stated they have been using a homemade version for the last couple years. A public attendee asked what happened with the old CPA. Chairman Terry Magelssen stated he didn't have that information. Treasurer Kerri VanMeveren stated that Trout and Beaman have all the necessary documents for the 2020 Financial Audit and will get started on this in mid-April. She stated that there is not a timeline on completion of this audit yet. Treasurer Kerri VanMeveren stated the debt services were paid off in January 2022. She stated they are still trying to get bank statements from Citizens bank so they can go through them to see how much of an adjustment will need to be made to the tax levy for next year.

7. Reports

a) Chairman Terry Magelssen stated he has the District's five iPads in his possession, and they do all work. He has not been able to have them looked at yet. He stated he is trying to figure out the FirstNet access on them. He stated this is a service through AT&T for emergency service providers that never goes down due to disasters of any kind. He stated these iPads will be used in the apparatuses once the mounting brackets are purchased and installed. Treasurer Kerri VanMeveren stated that FirstNet is one of the accounts she cannot get access to because it was set up in past administrations name. Chairman Terry Magelssen stated that FirstNet still provides service even when the bill is not paid since they provide service to emergency providers. He stated he will have an update on this at the April Work Session. Marty Hardman asked how long they have had the iPads. Chairman Terry Magelssen and Vice Chairman Sue Hosterman stated for approximately two years. Treasurer Kerri VanMeveren stated three years. Tom Reintjes and stated they got the iPads in 2019. Marty Hardman asked if the iPads have ever been used in the vehicles. Chairman Terry Magelssen stated no. Marty Hardman asked why internet has been paid for years and never been used. Chairman Terry Magelssen stated they were bought for the board members to use. He stated that the board felt like they could best be put to use in the apparatuses. Marty Hardman asked how long they have been available to use in the vehicles. Chairman Terry Magelssen stated a few months. Treasurer Kerri VanMeveren stated the service for them were set up as auto pay from the debt service account and have never been used in the trucks per the fire fighters since they don't have the mounting brackets. Marty Hardman stated this is not a smart way to use taxpayer money. A public attendee asked whose name the service was under. Treasurer Kerri

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VanMeveren stated it was a fire fighter that refused to turn over credentials. Chairman Terry Magelssen stated it was a fire fighter or Chief. A public attendee asked what other bills were in past administration name and that the District was paying. Chairman Terry Magelssen stated that there were several accounts in past administrations name, but they have resolved most of these now. He stated there are a few they are still working on. Treasurer Kerri VanMeveren stated that the AT&T internet at Station 2 is still in past administrations name. She stated there was also an Amazon account that was set up without board approval. A public attendee asked what else is in past administrations names. Chairman Terry Magelssen stated that the email domain for the District was. He stated they were probably trying to be helpful but when everyone left it really was a hinderance. A public attendee asked why they haven't looked into making the District a public corporation like the City of Cleveland. Treasurer Kerri VanMeveren stated that after the data loss they outsourced data and email, so regardless of who leaves the board or leave an administration position it isn't tied to just one person. She stated the District is using titled emails now like secretary@westerncassfire.org or firechief@westerncassfire.org. Treasurer Kerri VanMeveren stated the board members are still names emails and are not titled. Monte Olsen stated that the District is a public corporation that was founded in 1987. A public attendee stated that they need to be putting the corporation on the accounts. Monte Olsen stated it just had not been done in the past, but they are fixing this for current and future. A public attendee asked what else the District is paying for that they may not know about. Chairman Terry Magelssen stated they have found everything to their knowledge at this time. Teresa Hawkins stated that it is still beneficial to outsource for some things, so it isn't tied to a particular person. John Webb stated that a lot of businesses will outsource to eliminate any issues.

Chairman Terry Magelssen stated that he has been getting many alerts from Honeywell and asked Director Darvin Schildknecht if he had received any. Director Darvin Schildknecht stated no. Treasurer Kerri VanMeveren stated that Myers linked the thermostats at both stations to the Wifi. She stated that loss of power could trigger the alerts from Honeywell. Director Darvin Schildknecht stated that Myers was out today because there was a gas odor at Station 2 in the furnace room. There was a steel pipe fitting that was not sealed properly, and Myers resealed this fitting. He stated when the furnace button is shut off it turns the thermostat off.

Chairman Terry Magelssen stated the District has a fatality accident last night that one of the employees responded to from the District.

b) Vice Chairman Sue Hosterman stated that she received the insurance policy today and it has been downloaded into Teams. She stated that she printed insurance cards for the apparatuses. She stated the sickness policy is separate from the rest of the policy. Vice Chairman Sue Hosterman stated the invoices were sent to the email that Treasurer Kerri VanMeveren provided. Treasurer Kerri VanMeveren stated the invoice was paid. Vice Chairman Sue Hosterman stated that the sickness policy that Monte Olsen advised them to increase has not been paid. She stated it was for \$998.00. Treasurer Kerri VanMeveren stated that she has not received that invoice yet. She asked Vice Chairman Sue Hosterman to follow up with her after the meeting to get this cleared up. Vice Chairman Sue Hosterman stated that the work comp insurance will be due in June 2022 and it is \$4,600.00. She stated that the bonds for the board will be due at a different time as well.

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c) Treasurer Kerri VanMeveren stated she gave her report earlier.

d) Director Darvin Schildknecht stated that Kevin Collins has bashed the work he has volunteered up at the station. He stated that Kevin Collins stated Director Darvin Schildknecht was not doing this work for best interest of the District.

Director Darvin Schildknecht stated that the board has made decisions that are not yet in the Policy and Procedures Manual.

Director Darvin Schildknecht stated that he is ready to complete the lighting and switches at Station 1 next and look into the lighting in the bay at Station 2. Vice Chairman Sue Hosterman asked if Director Darvin Schildknecht has had any luck at getting contractor bids for Station 2. She stated she has contacted a few and having a hard time finding someone that has taken the OSHA training. Monte Olsen stated that if a contractor does not have work comp insurance the District will pay for this for them. He stated the contractors do not necessarily have to have work comp to do work for the District. Treasurer Kerri VanMeveren stated it is the OSHA training that is a must. Vice Chairman Sue Hosterman asked if there is a statute on this. Monte Olsen state it is a stated law and not just for fire districts.

e) Privacy Officer John Webb stated that his first assignment is to talk to the fire fighters about the policies tomorrow evening at training.

Privacy Officer John Webb asked Director Darvin Schildknecht if the furnace company said anything on the intake pipe. Director Darvin Schildknecht stated that there is enough area and the door is vented that an intake pipe is not needed.

f) Monte Olsen stated that there is a Senate Bill 649 that would eliminate property tax on personal property and business property if passed. He stated this would decrease the District's budget by 18% or approximately \$38,000.00 if the bill gets passed. Monte stated this will be a Senate vote after their Easter recess and go in effect August 28, 2022 and would impact the revenue next year for the District if passed. Teresa Hawkins asked if this was all personal property taxes. Monte Olsen stated yes, all. John Webb asked if it included the whole state. Monte Olsen stated the bill was amended to include four counties in west Missouri, including Cass County, and one county in east Missouri. Director Darvin Schildknecht asked if the whole state gets to vote on this. Monte Olsen stated it is a Senate vote.

8. New Business

a) Offboarding/Onboarding Board Members

1) Monte Olsen stated that the checklists are out in Teams in Treasurer Kerri VanMeveren's folders. He encourages the board members to take a look at these documents.

b) iPad Mounting Brackets

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1) Chairman Terry Magelssen stated they already went over this earlier in the meeting.

c) Financial Report for Filing with County Clerk by April 1st and State by June 1st

1) Treasurer Kerri VanMeveren stated the District has not been compliant on this for nearly a decade. She stated that when she was elected, they just had completed the 2018 Financial Audit. Treasurer Kerri VanMeveren stated that the 2019 Financial Audit was completed November 2021. She stated that she will be working with Monte Olsen on this to get them filed correctly after the audit. Monte Olsen stated there is not a fine for filing late with the County Clerk but there is a \$500.00 per day fine if you file late with the State. Chairman Terry Magelssen asked if the Financial Report would be filed with the County Clerk by April 1st. Treasurer Kerri VanMeveren stated no, she just stated that it would be after the audit. Monte Olsen stated that you can send what you have to the County Clerk for now. John Webb asked if the District had been paying \$500.00 per day for the last decade. Monte Olsen stated the \$500.00 per day fine is for not filing with the State by June 1st. Treasurer Kerri VanMeveren stated no. Monte Olsen stated that one report gets filed with two different places. A public attendee asked if there was an extension on filing. Monte Olsen stated the laws states there is no extensions.

d) Direction on Task/Action Items

1) Chairman Terry Magelssen stated they just went through a State Financial Audit last year and went through a District Administrative Assessment just recently with Monte Olsen. Monte Olsen stated he wants the board to take a look at this and make sure things are prioritized correctly for them. Chairman Terry Magelssen asked on a parallel track how soon are they looking to get a Fire Chief, Command Staff and Fire Fighters back in the District. Monte Olsen stated there is opportunity to do an Operations Assessment but that is up to the board with how to proceed. Treasurer Kerri VanMeveren stated that Monte Olsen's report is very thorough. She stated the next step is to create a gaunt chart so they can be transparent with the taxpayers. Monte Olsen stated that if there are any other adjustments that need made to get the schedule on track to let him know. Treasurer Kerri VanMeveren stated that this assessment will be posted on the website. Monte Olsen stated that is best to have full transparency.

e) Job Descriptions

1) Monte Olsen stated that he has worked on the job descriptions that he was asked to including Facility Manager. He stated there are eight job descriptions out in Teams for review. He stated that there will need to be a secretary, custodian of records and Chairman filled in April. Monte Olsen stated the board is the only one that can hire and fire. Chairman Terry Magelssen stated he would like to see the board move forward with these. Treasurer Kerri VanMeveren stated that Monte Olsen has done a phenomenal job on the descriptions. Vice Chairman Sue Hosterman stated they look good. Director Darvin Schildknecht stated that he agrees with them all.

Treasurer Kerri VanMeveren made a motion to approve the job descriptions as created by Monte Olsen and to approve Monte Olsen to start the prescreening process.

Chairman Terry Magelssen

Aye

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Vice Chairman Sue Hosterman	Aye
Treasurer Kerri VanMeveren	Aye
Director Darvin Schildknecht	Aye

Motion passed.

f) Medical Director

1) Chairman Terry Magelssen stated that as long as fire fighters respond to medical calls the District needs to have a Medical Director. Vice Chairman Sue Hosterman, Director Darvin Schildknecht and Treasurer Kerri VanMeveren all stated they agreed. Monte Olsen stated that he reached out to Belton's Fire Chief on contact information with their Medical Director and he was told to send him his contact information and he would get it to the Medical Director. Monte Olsen stated the Belton Fire Chief had concerns since Western Cass Fire Protection District is in such disarray with providing Medical Director Services. He stated that Belton pays \$10,000.00 for the Medical Director. Monte Olsen stated that if they cannot retain Belton's Medical Director, they will need to find one, but that person must be a MD or DO. Monte Olsen stated that the fire fighters can't use of do certain things while responding to calls without a Medical Director. He stated that all medical activities need to be suspended without the Medical Director. Marty Hardman asked how long the District had been without a Medical Director. John Webb stated since 2012. Chairman Terry Magelssen stated that when he was elected to the board, he asked who the Medical Director was. A public attendee asked what the fire fighters have been doing the last 10 years. Chairman Terry Magelssen stated that the fire fighters respond and secure the scene. He stated they have had one EMT in the past, but they did not practice their EMT services. Chairman Terry Magelssen stated that Western Cass Fire Protection District needs EMT level services with a Medical Director. A public attendee asked then why the citizens are paying taxes. Chairman Terry Magelssen stated, as a taxpayer himself, he asks the same question. Treasurer Kerri VanMeveren stated that there is a statute on calls. Monte Olsen stated the District was created to protect lives and property, but the board gets to decide how calls can be handled. Chairman Terry Magelssen stated that without a Medical Director they may be forced to only respond to calls. A public attendee asked how many fire calls the District gets per year. Chairman Terry Magelssen stated 3 – 4 fire calls a year. Tom Reintjes stated there are some hay fires throughout the year. Chairman Terry Magelssen stated there are several calls for car wrecks throughout the year. Tom Reintjes stated that he ran calls from 1997 – 2016 and most of the time they did have a Medical Director. He stated that he never remembers hearing about the Medical Director and the Medical Director never did special training with them. Treasurer Kerri VanMeveren asked if that was compliant with regulations. Monte Olsen stated no. Marty Hardman asked how many EMT's there are on staff right now. Chairman Terry Magelssen stated maybe one. He stated there are two currently in school and set to finish in June. Monte Olsen stated you don't have to be an EMT to be able to give medical response with the training from your Medical Director. Marty Hardman stated that if the District gets a Medical Director, they can do those things. Chairman Terry Magelssen stated yes. He stated he would like to see the District have EMTs. Chairman Terry Magelssen asked Monte Olsen if the Medical Director was aware that Western Cass Fire Protection District is without a Fire Chief as well. Monte Olsen stated yes. Dale ? stated that he has take CPR classes and had training on using a defibrillator. Chairman Terry Magelssen stated there are more rule sets with fire districts.

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g) New Policy and Procedures

1) Monte Olsen stated that the new policies and procedures that have been adopted are in Teams. Chairman Terry Magelssen stated that they are in Monte's folder and he encourages the board to read over these.

h) Inventory

1) Chairman Terry Magelssen stated that Operations had been working on the inventory until the departure of the employee that was working on it. Treasurer Kerri VanMeveren stated that not having a complete inventory impacts the District on multiple levels, examples are balance sheets, loss control, audit, etc. Monte Olsen stated that he has a couple people he knows that can go through and identify all assets at both stations that will take them approximately 160 hours combined for a total of \$5,400.00. He stated it is around \$135.00 per year for the software to keep the inventory up to date. Treasurer Kerri VanMeveren asked if they would enter the inventory information into the system. Monte Olsen stated yes, that is the preference. He stated that once you get the inventory done you can keep adding items to it or dispose of assets once they are taken out of inventory. Chairman Terry Magelssen stated they might have four fire fighters show up on training nights and then maybe do shift time on a Saturday so getting that many hours out of them will probably not happen. Monte Olsen stated that he already has people that will get the inventory completed. He stated it might not be back-to-back weeks, but in a timely manner. A public attendee asked what the cost was for that service. Monte Olsen stated it was \$200.00 for the labels, so label all assets and \$5,200.00 for labor, totaling \$5,400.00. Treasurer Kerri VanMeveren stated she recommends this, that they need to have a correct inventory. A public attendee asked if this is people within the District that would complete this. Monte Olsen stated no, people he knows on the side. He stated a fire fighter in Clinton, Missouri and this person has completed inventory for him in the past. Chairman Terry Magelssen stated they might be able to shave some time off since the inventory process has been started. Director Darvin Schildknecht stated he wants to proceed with this. Vice Chairman Sue Hosterman stated she is concerned about the price. Chairman Terry Magelssen stated the motion can read with a, do not exceed amount. Monte Olsen stated that he can report back to the board on the progress of the inventory, so they know where they stand. Treasurer Kerri VanMeveren stated that they need to put a cap on the spend and Monte to report back to the board with any updates. Marty Hardman asked how long the board has been waiting for inventory to be completed. Treasurer Kerri VanMeveren stated that she has been asking for an inventory since she took over the Treasurer position last summer. She stated that the last report they had from Image Trend was very incomplete. Marty Hardman asked who had overseen this. Chairman Terry Magelssen stated they assigned a fire fighter this task that included special pay and he left the District before it was completed. Marty Hardman asked why they have not paid someone to do this before now. John Webb asked if the District has access to the program that Monte Olsen is talking about. Marty Hardman stated that inventory is vital and sometimes you cannot depend on hired employees to complete the task. She stated hiring outside help to get this done correctly is best. Monte Olsen stated that they can use Image Trend since the District has it already, but Image Trend needs to show depreciation for this to be correct. Teresa Hawkins asked if they have this system. Chairman Terry Magelssen stated that the Image Trend Module deals with inventory, calls, patient reporting, etc. John Webb asked if you could export the data from

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Image Trend. Chairman Terry Magelssen stated yes. John Webb stated that is good they might have to export the data and import it somewhere else. Teresa Hawkins asked if Asset Tiger does the same as Image Trend. Monte Olsen stated that it does not do patient reporting. Chairman Terry Magelssen stated that Image Trend does not calculate depreciation.

Director Darvin Schildknecht made a motion to proceed with the inventory process as presented by Monte Olsen but not to exceed \$5,400.00 total costs.

Chairman Terry Magelssen	Aye
Vice Chairman Sue Hosterman	Aye
Treasurer Kerri VanMeveren	Aye
Director Darvin Schildknecht	Aye

Motion passed.

i) Facebook

1) Chairman Terry Magelssen stated he cannot get total control of the District's Facebook page. He stated they have almost 2,000 followers. He stated that he is looking for input. Treasurer Kerri VanMeveren asked if Chairman Terry Magelssen could assign authority over to another board member. Chairman Terry Magelssen stated that Bill Franse still has all authority. A public attendee stated that you can set up a new page and invite all followers to the new page. Monte Olsen stated they can always get a statement from the attorney and send it to Facebook and see if they will turn over authority to the current board. Treasurer Kerri VanMeveren stated they need to start a new Facebook now before Chairman Terry Magelssen leaves. Chairman Terry Magelssen stated he has this on his high priority list along with the iPads. Treasurer Kerri VanMeveren asked if he could get this done by the next meeting. Chairman Terry Magelssen stated, yes.

j) Website

1) Chairman Terry Magelssen stated that they have been working with GetStreamlined to build, host and train on a new website for the District. GetStreamlined charges are based upon the District's yearly revenue. They will only be charging the District \$75.00 per month. Chairman Terry Magelssen stated that he was told by GetStreamlined that the first three months are free. Monte Olsen stated that they cloned another fire district's website, and they are just waiting on the Western Cass Fire Protection District Board to vote for them to get it up and going 100%. A public attendee asked if it was a Word Press Site. Monte Olsen stated no, this is a step up from Word Press.

Treasurer Kerri VanMeveren made a motion to move forward to utilize GetStreamlined to build, host and train on the District's website.

Chairman Terry Magelssen	Aye
Vice Chairman Sue Hosterman	Aye
Treasurer Kerri VanMeveren	Aye
Director Darvin Schildknecht	Aye

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Motion passed.

k) Replacement Banking Agreement with Citizens Bank

1) Monte Olsen stated they need two signatures to get information for all the accounts the District has had with Citizens in the past. Monte Olsen stated they will need a resolution authorizing Treasurer Kerri VanMeveren and John Webb, Director Elect, to be signers on the accounts. He stated that there is an account at Citizens Bank that have three fire fighter's names on them, Cody Gifford, Chauncey Packard, and Dalton Gutierrez. The bank has tried to contact these individuals but has not had any response back from them. Chairman Terry Magelssen stated that he believes these individuals were collecting money to purchase things like grills and such for the fire fighters to use on shift time at the stations. Monte Olsen stated that if this is their own money the District's name needs to be taken off the account. Teresa Hawkins asked if it was a non-profit status account. Monte Olsen stated no, it has the District's number on it. Treasurer Kerri VanMeveren stated they need to get this done so Monte can get the information for the Debt Service Account Audit he is doing for the District. Vice Chairman Sue Hosterman asked why they need two signers. Monte Olsen stated this is what the bank requires.

Treasurer Kerri VanMeveren made a motion to adopt the Bank Replacement Resolution, giving access to Treasurer Kerri VanMeveren and John Webb as signers on all accounts and to not include Cody Gifford, Chauncey Packard, and Dalton Gutierrez.

Chairman Terry Magelssen	Aye
Vice Chairman Sue Hosterman	Aye
Treasurer Kerri VanMeveren	Aye
Director Darvin Schildknecht	Aye

Motion passed.

Adjourned from the Regular Session at 09:40 pm.