

September 18, 2017

Attendance: Board: Marcus Majure, Jeff Klemp, Dean Moburg, Jim Westmoreland, Jim Fricke

Others: Rick Huhn, Terry Huhn, Jeff Simpson, Tony Masisak, Adam Rounds

Jeff Klemp called the meeting to order at 7:00 PM. He asked for the minutes to show all Board members present.

Jim Westmoreland moved to approve the Consent Calendar with the July 17, 2017 minutes. Jim Fricke seconded the motion; a roll call vote was taken with all in favor.

Audience Participation: None presented.

Special Reports: Chief Huhn reported that the new truck was in the Station and invited the Board to look it over. He also asked for guidance on the purchase of a generator for the Station. He explained that they could speck it out for December and then do a Budget Amendment for the purchase or wait until January to speck and bid and do a Budget Amendment later in February or later. Board Consensus was to wait until after the new year.

Items for Action:

- a. Cadet Program SOP – This was discussed during the August work session. Dean Moburg moved to accept the SOP as presented. Jim Westmoreland seconded the motion; a roll call vote was taken with all in favor. Dean Moburg also reported that the School commended the Chief and the Department on their handling of the program. They were very appreciative being kept in the loop of the students' progress.
- b. Asst. Chief Job Description – Jim Fricke moved to accept the Job description for the Asst. Chief position as presented and discussed during the work session. Dean Moburg seconded the motion; a roll call vote was taken with all in favor.
- c. Chief Job Description – Jim Westmoreland moved to accept the Job description for Chief position as presented and discussed during the work session. Jim Fricke seconded the motion; a roll call vote was taken with all in favor.
- d. Promotion Board – These are guidelines for the Board as discussed during the August Work Session. These are new directions for the Board to guide them through the hiring process of Chief and Asst. Chief. Jim Westmoreland moved to accept the Promotion Board as presented. Jim Fricke seconded the motion; a roll call vote was taken with all in favor.
- e. Board By-Laws - Jim Westmoreland moved to accept the changes to the By-Laws. Dean Moburg seconded the motion; a roll call vote was taken with all in favor.

Board Concerns:

Jim Fricke announced a Picnic by the Ames Taylor Lansing Memorial VFW Post and Auxiliary 12003 for Police, Fire, and Veterans at the Kenneth W. Bernard Community Park on September 23, 2017 at 11:00 AM.

Jim Westmoreland reported on the state of the Budget as of the middle of September. He explained that it was 4.8% under straight line which was about \$55,000 under budget.

Chief Huhn alerted the Board about the contract for auditing from Cochran Vick Head accounting firm. The contract will be given to the Board for the next meeting. He will get copies to them in the meantime to review. This contract is a 3% increase over this year's cost which is in keeping with the yearly increase the past few years.

Jeff Klemp asked about the annual PAT tests and Chief Huhn reported surrounding departments only have a one-time test and then never again. Lansing City Police have a yearly that is rated by age. Board can review later.

Jim Fricke moved to adjourn. Dean Moburg seconded the motion; a roll call vote was taken with all in favor. Time was 7:15 PM.

Next meeting: October 16, 2017 at 7:00PM.

JEFF KLEMP, CHAIRMAN

ATTEST:

TERRY HUHN, BOARD CLERK