

Columbia Township Board Meeting

March 7, 2023

Present at the meeting are Matt Minier, Trustee; Board Members: Mindy Muchow, Matthew Boyd, and Brandon Smith. Additional attendees: Shane Caudill, Jake Schrader, Nicole Minier, and Landon Hodges. Meeting started at 6:30 PM at Columba Township Fire Department.

Motion to call meeting to order by Brandon Smith, second Mindy Muchow, Motion carried, meeting called to order. The purpose of the meeting is to review the cemetery / township fire department grounds maintenance contract proposals and award said contract and any other business that comes before the township board.

The first order of business is to adopt the minutes from the February 7, 2023, Columbia Township Board meeting. Brandon Smith read the minutes, Mindy Muchow made a motion to adopt them, second by Matt Boyd, motion carried, and the minutes were adopted.

Discussion of competing bids: Hodges Property Management and KC Lawn Services, LLC.

Hodges Property Management base bid \$59,356

KC Lawn Services LLC base bid with cost broken down: \$133,685

Motion to adopt the contract as provided by Hodges Property Management for 4 years with a 3% increase per year for years 2-4. No increase on flat rate items for years 2-4. No penalty to quit the contract after year 1. Motion seconded by Mindy Muchow. Motion unanimously approved, Yea, Brandon, Matt, and Mindy.

Motion to approve trustee to move \$28,000 from wages to professional services in cemetery care. Motion by Brandon Smith, seconded by Mindy Muchow with motion carried unanimously. Motion unanimously approved, Yea, Brandon, Matt, and Mindy.

Fire Chief report for February.
Structure fires down in February.
Runs up 4 for March.
Truck is usually leaving with full crew.

Brandon Smith presented quote on gear washer for fire turnout gear. Currently using a regular washer. The gear washer cleans the soot and chemicals out of the gear better and helps the gear to last longer which is good as a set of gear costs \$4,000 or more per set.

Reviewed two quotes on command vehicles: Burnworth Zollars Ford and City Ford.

Lead time quoted by Ford dealers varied from 4-10 months.
Additional cost of \$5,000-6,000 to have lights, decals, stickers, transfer radios, etc.
Total cost between \$66,000 -- \$68,000.

Reviewed Quotes for Extraction Tools for fire truck, battery powered.
Holmatro: Spreader, cutter, ram mini-cutter (\$3,800), combi tool, extension, etc., \$70,421.25

Warranty: not sure
Battery life 1 hour area
Expected life: 10-20 years

Genesis: approximately \$51,000 without mounts, 4 tools total. Doesn't have the mini-cutter.

Jefferson township uses them
Battery gets 20-30 minutes before change

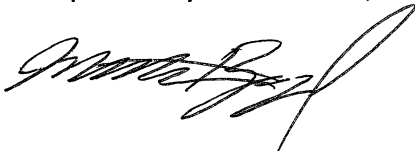
Brandon Smith made motion to purchase CIRCUL-AIR CACSM-30 gear washer, Ford F-350 4x4 crew cab pickup from City Ford with expenses for outfitting with striping, decals, lights and radio transfers; and the Holmatro Tools 5 piece set with accessories (spreader, cutter, ram, mini-cutter, combi-tool); to authorize spending \$146,000 for the previous items. To be funded by township funds in certificates of deposit, checking, or a municipal loan as it may be cheaper than the interest earned on certificates of deposit. Second by Mindy Muchow. Vote is yea, Brandon, Matt and Mindy, unanimous approval.

Discussion on Internal Controls and a Capital Asset Ledger was made but no internal controls were adopted, and no Capital Asset Ledger policy was adopted. Both internal controls and a capital asset ledger policy still need to be adopted and the board members and others trained on them.

Also consider ways to compensate volunteer fire firefighters more than we currently do at the state minimum of \$300 / year.

There being no other business Matt Boyd made a motion to adjourn the meeting, second by Brandon Smith, Motion to Adjourn unanimously carried, meeting adjourned.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Matthew Boyd", written in a cursive style.

Matthew Boyd, Secretary