



Coopersville/Polkton Area Fire Protection Authority

BOARD MEETING MINUTES

November 12, 2025, @ 7:00 PM

- A. Meeting Called to Order—7 pm start with Biller, Gerard, Degeus, Costigan, and Kroll present.
 - 1. Pledge of Allegiance
 - 2. Approve the Agenda for November 12, 2025, with the addition of item G8, with a motion by Biller, support Gerard. Motion passed.
- B. Approve Minutes from October 8, 2025 – Motion by Biller, support Gerard, to approve. Motion passed.
- C. Financial Reports
 - 1. Discussion/Action – October 2025 Financial Reports – Motion by Biller, support Gerard, to approve. Motion passed.
 - 2. Discussion/Action – Invoices paid in October 2025 – Motion by Biller, support Gerard, to approve. Motion passed.
- D. Public Comment
- E. Reports
 - 1. Discussion – October 2025 Run Report
 - 2. Discussion – Chief Kroll Monthly Update
- F. Unfinished Business
 - 1. Discussion – Strategic Planning Update
 - 2. Discussion – HR Contracted Services
- G. New Business
 - 1. Discussion/Action – Interlocal Agreement Fifth Member Appointment – Motion by Degeus, support Biller, to table and review at the December 2025 Board meeting. Motion passed.
 - 2. Discussion/Action – Annual Review of Fire Chief and Full-Time Firefighter – Motion by Costigan, support Gerard, to appoint Degeus and Costigan to meet and prepare the annual reviews to be discussed at the December 2025 Board meeting. Motion passed.
 - 3. Discussion/Action – Revision to Ethan Rahn Benefits – Motion by Gerard, support Biller, to approve the change in benefits for Firefighter Rahn. Motion passed.



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4. Discussion/Action – Updates to Job Descriptions – Motion by Biller, support Degeus, to approve updated job descriptions. Motion passed.
 5. Discussion/Action – 2026 Officer & Sergeant Positions – Motion by Degeus, support Biller, to approve Jason Karell to continue as Captain, Wade Wiltenburg and Andrew Kooyer to promote to Lieutenant, and Boersma continues as Sergeant, effective January 1, 2026. Motion passed.
 6. Discussion/Action – Cadet Program Resolution – Motion by Degeus, support Gerard, to approve and sign the resolution. Motion passed.
 7. Discussion/Action – MTPP Risk Reduction Grant – Motion by Biller, support Gerard, to approve and sign the Risk Reduction Grant Program Agreement. Motion passed.
 8. Discussion/Action – Board to nominate and vote for Vice Chairman to complete 2025 term – Motion Degeus, support Biller, to appoint Gerard. Motion passed.
- H. Public Comment
- I. Board Discussion
- J. Adjournment – Motion by Degeus, support Gerard, passed at 8:15 pm.