



# Coopersville/Polkton Area Fire Protection Authority

## BOARD MEETING MINUTES

**December 10, 2025, @ 7:00 PM**

- A. Meeting Called to Order
  - 1. Pledge of Allegiance
  - 2. Approve the Agenda for December 10, 2025 – Motion by Biller, with support Gerard, to edit item G11 and add G12 and G13, motion passed.
- B. Approve Minutes from November 12, 2025 – Motion by Gerard, support Biller, motion passed.
- C. Financial Reports
  - 1. Discussion/Action – November 2025 Financial Reports – Motion by Biller, support Gerard, motion passed.
  - 2. Discussion/Action – Invoices paid in November 2025 – Motion by Biller, support Degeus, motion passed.
- D. Public Comment
- E. Reports
  - 1. Discussion – November 2025 Run Report
  - 2. Discussion – Chief Kroll Monthly Update
- F. Unfinished Business
  - 1. Discussion – Strategic Planning Update
  - 2. Discussion/Action – 5<sup>th</sup> Fire Board Member Position – Motion by Degeus, support Biller, to review again in January 2026, motion passed.
- G. New Business
  - 1. Discussion/Action – 2025 Budget Amendments – Motion by Biller to approve, support Gerard, motion passed.
  - 2. Discussion/Action – 2026 Fire Board Positions – Motion by Degeus, support Biller, to continue current Board positions assigned to members for FY2026, motion passed.
  - 3. Discussion/Action – 2026 Fire Board Meeting Dates – Motion by Gerard, support Biller, to approve as proposed, motion passed.
  - 4. Discussion – CLOSED SESSION to discuss Attorney Written Opinion – Motion by Gerard, support Biller, to go into closed meeting at 8:00 pm, motion passed. Returned to open meeting at 8:10 pm.
  - 5. Discussion/Action – Annual review of Fire Chief – Fire Chief requested a closed meeting. Motion at 8:10 pm by Gerard, support Biller, to enter closed meeting, motion passed. Returned to open meeting at 8:25 pm. Motion by Gerard, support Biller, to accept and file the review, motion passed.



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6. Discussion/Action – Annual review of Full-Time Firefighter – Firefighter Ethan Rahn requested a closed meeting for the review. Motion at 8:30 pm to begin closed meeting by Gerard, support Biller, motion passed. Returned to open meeting at 8:45 pm. Motion by Gerard, support Biller, to accept and file the review, motion passed.
  7. Discussion/Action – 2026 Compensation for Full-Time Staff – Motion by Gerard, support Costigan, to approve a 3% increase in compensation for the Full-Time Firefighter and Fire Chief for FY2026, along with aligning the Fire Chief's health care stipend with the board-approved family stipend. Motion passed.
  8. Discussion/Action – 2026 Compensation for Paid-On-Call Staff – Motion by Gerard, support Biller, to approve the plan as proposed, motion passed.
  9. Discussion/Action – 2026 Sergeant Positions – Motion by Degeus, support Gerard, to promote firefighters Hartman and Rahn to Sergeant, motion passed.
  10. Discussion/Action – Approval of Contracts for HR and Snowplowing Services — Motion by Degeus, support Gerard, to approve, motion passed.
  - ~~Discussion – Short and Long Term Disability Benefits~~
  11. Discussion/Action – 2019 Ford Explorer (Squad 470) – Motion by Gerard, support Biller, to continue using 470 and budget for FY26 maintenance for the vehicle, motion passed.
  12. Discussion/Action – Approval of DNR Volunteer Capacity Grant – Motion by Gerard, support Biller, motion passed.
  13. Discussion – Fire/EMS reporting software issues.
- H. Public Comment
- I. Board Discussion
- J. Adjournment at 9:15 pm with motion by Degeus, support Gerard, motion passed.