

# MANHATTAN FIRE PROTECTION DISTRICT

**March 17, 2025**

The Manhattan Fire Protection District held its meeting at Manhattan Fire Station #81. The meeting was called to order at 4:00 p.m. Trustee's present were Bill Moncrief, Larry Goodwin, Bill Weber, Bob Davis, and Brian Hupe. Members absent were Nick Kotchou. Fire Department personnel present were Chief Steve Malone, Deputy Chief Dave Piper, Battalion Chief Bruce Boyle, Firefighter Jeremy Wilson and Admin Asst. Kim Ingram. Also in attendance was James Howard, Governmental Accounting (Zoom), Attorney John Motylinski and Stephanie Irvine, Vedette reporter, Jasleen Kaur, Lauterbach and Amen (zoom).

## **Public Comment**

None

## **Approval of Minutes**

**MOTION** by Weber, seconded by Davis to approve the minutes from February 17, 2025.  
**Motion Carries.**

## **Treasurers Report & Bills**

### ***District Financial Status***

James Howard, Governmental Accounting, discussed the 2025 2-month financial analysis. Revenues and expenditures were discussed as well as the distribution of expenses. No tax revenue has been received, Ambulance fees look good with \$128,000 collected for the month of February.

**MOTION** by Hupe, seconded by Weber to approve the treasurer's report and pay the bills as presented. **Motion Carries.**

## **OLD BUSINESS**

None

## **NEW BUSINESS**

## **Presentation of FY23 Audit – Lauterbach & Amen**

Jasleen Kaur, Lauterbach & Amen was present by Zoom to present the Manhattan FPD draft FY23 audit. She discussed the management letter which states no difficulties or disagreements were encountered during the audit process and provided a clean opinion. Discussed the financial highlights, revenues, fund balances and positive end balances. This audit took longer to

complete than expected as it is the first one post consolidation. This will be approved when the final audit is received.

### **Construction Management Company**

Meetings have taken place with various potential construction managers to oversee the new fire station project. Fees are being reviewed and general conditions are being discussed. When this project goes out to bid, using a construction manager could result in savings overall. Attorney Motylinski stated using a construction manager is very common and has worked out well for other departments. They are also bonded and insured. Until the fee structure is determined this item will be TABLED.

### **Appoint Mike Shivers to the Manhattan FPD Pension Board**

Mike Shivers will fill a vacancy on our Board once the County Executive approves his appointment. We need to provide a name for the Pension Board seat and are recommending Mike Shivers to replace Larry Goodwin.

**MOTION** by Goodwin, seconded by Hupe to approve Mike Shivers to the Pension Board effective 5/1/25. **Motion Carries.**

### **Trustee Kotchou Reappointment**

Trustee Kotchou's Board seat up is for reappointment May 1<sup>st</sup> for a three-year term.

**MOTION** by Davis, seconded by Hupe to approve the reappointment of Nick Kotchou. **Motion Carries.**

### **Chief's Report**

- Irish Fest went well. This year a command van was established with a member from each entity to oversee the event.
- We are working with a few entities including solar developments on various grant opportunities
- Working to establish a strategic plan
- Updating district Standard of Cover since the consolidation.
- Our new department policy manual is 90% complete. The union will have an opportunity to review this manual before its completion.
- Continue to finalize the new station. Recently completed outdoor lighting and landscaping and will soon have the final draft.
- He and Chief Piper presented at the Mabas conference regarding consolidation.
- He has been nominated to be the fire rep on the ETSB 9-1-1 Board.

### **Deputy Chief's Report**

- The last department year end wrap-up presentation is tomorrow.
- Discussed the various available grants

-We are losing a few members to other departments, however 9 new part time members will start at the end of March. We already have new applications on file.

### **Battalion Chief's Report**

- Fire Prevention is going well and our new Fire Marshall is getting out in the field more and that is helpful. There is a lot going on.
- Continue to work and communicate with both Villages. Also working to update fire codes.
- Facility maintenance and Fleet are going well. The new Tahoe has arrived, but will be a few months before it is in service.
- Discussed various potential solar facilities
- The crashed ambulance is at the body shop for a new chassis.
- Radios will be reprogrammed for the new platform.

### **Adjournment**

**MOTION** by Weber, seconded by Davis to adjourn at 4:51pm. **Motion Carries.**