

MANHATTAN FIRE PROTECTION DISTRICT

May 18, 2026

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, Nick Kotchou, Brian Hupe and Mike Shivers. Fire Department personnel present were Chief Steve Malone, Deputy Chief Dave Piper, Battalion Chief Bruce Boyle, and Admin Asst. Kim Ingram. Also in attendance was James Howard, Governmental Accounting, Attorney John Motylinski, Ottosen Britz, Matt Olson, Lauterbach & Amen, (zoom), and Jeff Dvorak.

The Pledge of Allegiance was given

Public Comment

None

Approval of Minutes

MOTION by Shivers, seconded by Goodwin to approve the minutes from April 20, 2026.
Motion Carries.

Treasurers Report & Bills

District Financial Status

James Howard, Governmental Accounting, presented the March 4-month financial analysis stating ambulance fees collected were \$109,000 and expenditures look good and coming in under budget. Remember, we are drawing from reserves until taxes come in next month.

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

NEW BUSINESS

Presentation of FY25 Audit – Lauterbach & Amen

Matt Olson, Lauterbach & Amen presented the Manhattan FPD FY25 Audit. The management letter was discussed which states no difficulties or disagreements were encountered during the audit process and a clean unmodified opinion was provided. The audit summary, financial highlights, revenue, fund performance and budget details were discussed.

MOTION by Shivers, seconded by Kotchou to accept the FY25 annual audit. **Motion carries.**

Reorganize Board Seats

Trustee Bill Weber has decided to resign from the Board of Trustees after 40 years of involvement with the fire district. He started as a volunteer firefighter and has enjoyed serving the community as a Trustee for 20 years.

Trustee Moncrief announced he will step down as Board President after serving as President for over 20 years. He recommended Trustee Brian Hupe to fill the vacant seat.

MOTION by Moncrief, seconded by Goodwin consider Trustee Brian Hupe as Board President. **Motion Carries.**

The open Secretary position was discussed and Nick Kotchou stated he will fill the vacant seat.

Trustee Goodwin announced he would step down as Treasurer and Mike Shivers stated he will fill the vacant seat.

MOTION by Hupe, seconded by Davis to consider Nick Kotchou as Board Secretary and Mike Shivers as Board Treasurer. **Motion Carries.**

Chief's Report

- As we continue to have issues with our current IT vendor we are transitioning to our new IT Company. There will be considerable cost savings of approximately \$4,000 per month.
- Finalizing an Emergency Operation Plan for the district, community and Villages to work together during disaster situations.
- Working with 6 Manhattan taxing bodies on a Community Survey.
- A new department Challenge Coin was presented. He will move forward with placing the order.

Deputy Chief Report

- The April operational report was discussed. We are still running 7 calls per day and staffing is stable. He recently attended a conference on the NERIS forms and reporting, this will replace the outdated NFIRS. Three Interns will move into part time positions by the end of next month. He discussed incident locations and explained call times are making a lot of progress. The new station was designed specifically to improve call times allowing the crew to get out the door faster.

Battalion Chief's Report

- Fleet is on track.
- New Brush Trucks should arrive by end of 2026
- Station 83 is in need of new gutters and soffit, and door replacements.
- He provided a status of the new station.

Fire Marshal Update

-Public Education update – Several Learn not to Burn classes for preschoolers, Stop the Bleed program and CPR. He is working on a Knox box program with both Villages. Working closely with Solar farm projects.

Adjournment

MOTION by Goodwin, seconded by Davis to adjourn at 4:50pm. **Motion Carries.**