

Milan Area Fire Department
ANNUAL EXECUTIVE BOARD MEETING AGENDA

June 26, 2025 – 5:30 PM
 Fire Station—45 Wabash St, Milan, MI 48160

Call to Order - -Pledge of Allegiance

Roll Call:

Milan City (36.732%)	Ed Kolar		Christian Thompson	
York Twp (29.681%)	Chuck Tellas		John Hargrove	
Milan Twp (20.373%)	Mark Bogi		Shelby Tulk	
London Twp (13.214%)	Penny Turner			
At Large Member	Barb Henley		Alternate:	
Department	Fire Chief DJ Carpus		Alternate:	

Motion by _____ supported by _____ to approve the proposed agenda as submitted. Aye _____ Nay _____

Motion by _____ supported by _____ to approve the proposed minutes from May 15, 2025. Aye _____ Nay _____

Motion by _____ supported by _____ to approve the payment of bills from May 1, 2025, through May 31, 2025, a total of \$48,897.98 (including checks, ACH payments and payroll checks/direct deposit.) Aye _____ Nay _____

Motion by _____ supported by _____ to acknowledge receipt of the Profit & Loss Budget vs. Actual report through May 2025.

Public Comments; 5 Minutes Maximum

1. Unfinished Annual Business

a. 2025-2026 Operating Budget

i. Motion by _____ supported by _____ to approve the proposed FY 2026 Operating Budget
 Aye _____ Nay _____

b. 2025-2026 Capital Contributions

i. Motion by _____ supported by _____ to approve the proposed FY 2026 Capital Budget.
 Aye _____ Nay _____

2. New Business

a. Audit Report for Fiscal Year Ended June 30, 2024

- i. Presentation & Distribution of Audit Report for Fiscal Year Ended June 30, 2024 / Sarah Refko, Calkins Hehl Rafko, CPA's, PLLC
- ii. Motion by _____ supported by _____ to acknowledge receipt of the audit report for the fiscal year ended June 30, 2024, and to accept as submitted.
 Aye _____ Nay _____

b. Rates and Staffing Memorandum of Understanding

i. Motion by _____ supported by _____ to approve the fiscal year 2025-2026 Milan Area Fire Department Rates and Staffing Memorandum of Understanding.
 Aye _____ Nay _____

c. Monroe County CAD use Agreement

i. Motion by _____ supported by _____ to acknowledge receipt of the Monroe County CAD use Agreement and to authorize Mark Bogi to sign said agreement.
 Aye _____ Nay _____

d. Decker Agency Insurance Renewal

i. Motion by _____ supported by _____ to approve payment of the FY 2025-2026 annual insurance premium to Decker Agency in an amount not to exceed \$39,656.00 for Property and Liability, Position Bonds, Accident Policy, Property Valuations, and Risk Control Services.
 Aye _____ Nay _____

e. Standard Operating Guideline - 1.12, Lieutenant

- i. Motion by _____ supported by _____ to approve revised Standard Operating Guideline – 1.12, Lieutenant.
Aye _____ Nay _____

f. Standard Operating Guideline – 1.03, Organizational Chart

- i. Motion by _____ supported by _____ to approve revised Standard Operating Guideline – 1.03, Organizational Chart.
Aye _____ Nay _____

g. BS&A

- i. Motion by _____ supported by _____ to acknowledge receipt of the BS&A Customer Order Form, Exhibit A Customer Terms and Conditions, Exhibit B Pricing Sheet and to authorize Chairperson, Penny Turner to sign said BS&A Customer Order Form.
Aye _____ Nay _____
- ii. Motion by _____ supported by _____ to approve payment to BS&A in three installments as listed in Exhibit B in a total amount not to exceed \$27,495.00
Aye _____ Nay _____

3. Milan Area Fire Department Report: Fire Chief Carpus

a. Department Report

b. Run Report May 1, 2025 through May 31, 2025

- i. City of Milan – 42, G/I – 4
ii. London Twp – 4, G/I – 3
iii. Milan Twp – 9, G/I – 0
iv. York Twp – 17, G/I – 14
v. Mutual Aid – 5

Motion by _____ supported by _____ to accept Fire Chief Carpus' department report. Aye _____ Nay _____

4. Discussion

Public Comments; 3 Minutes Maximum

Board Comments

Motion by _____ supported by _____ to adjourn at _____ PM.

Next meeting July 24, 2025 @ 5:30PM (Fire Station)