

**SPECIALS BOARD MEETING
WEDNESDAY, MAY 29, 2024, 5:00 P.M.
1968 CLEAR LAKE RD, WEST BRANCH, MI 48661**

Meeting called to order by Supervisor Miller at 5:00 p.m. with the pledge to the flag.

Discussion was held on Fire Department Policy.

If an item is approved for purchases needs to be purchase within 45 days.

No text messaging for approval of purchases needs to stop. Emailing only if it's an emergency.

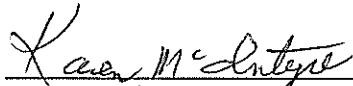
Major work at the fire hall needs to be put out for bid, due to workmen's comp and liability, Supervisor to contact the township Insurance agent will report at the June meeting.

The Foster Township Credit Card Use Policy Resolution will be changed to \$1000 from \$250.00 for capital outlay purchases with board approval at the June meeting.

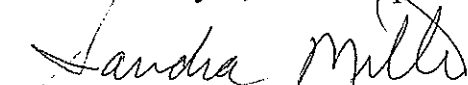
Shirey reported on the fire seminar she attended the Fire Chief uses his discretion if a firefighter can do the work. Each Firefighter Officer should have a job description per MTA.

Meeting adjourned at 5:55 p.m.

Minutes prepared by,



Karen McIntyre, Township Clerk



Approved by Supervisor, Sandra Miller