

Southwest Shiawassee Emergency Services Alliance

Serving Residents as Perry Area Fire Rescue

145 S. Main Street ≈ P.O. Box 63 ≈ Perry, Michigan 48872
(517) 625-7611 ≈ Fax: (517) 625-7614

Official Regular Meeting Minutes

February 24, 2025

(Rescheduled from February 17, 2025 due to inclement weather)

Perry Township Hall

Call to Order

Chairman DeLau called the meeting to order at 7:00 p.m.

Attendance

SSESA Board Officers: Chair-Tim DeLau (City of Perry), Vice Chair – Tom Deming (Burns Township), Treasurer-Troy Parmalee (Perry Township) and Secretary-Lori Godfrey (Antrim Township)

SSESA Trustees: Bob Porter (City of Perry), Phyllis Dickerson (Village of Morrice), Bob Peterson (Village of Morrice) and Mark Fraser (Perry Township)

Also Present: Chief of Emergency Services Trent Atkins, Deputy Chief of EMS Dan Munro, Deputy Chief of Fire Scott Grinnell and Legal Counsel, John Gormley

Absent: Nick Spaniola (City of Durand) and Jeff Harris (Member at Large - Perry Township)

Approval of the Agenda

*Motion made by Mr. Peterson to approve the meeting agenda with the addition of Eagles Cove Campground under Old/Ongoing Business - Burns Township and removal of Election of Officers .
Second by Mr. Peterson. All in favor. Motion carried.*

Approval of January 20, 2025 Regular Meeting Minutes

**Motion made by Mr. Fraser to accept the January 20, 2025 Regular meeting minutes as presented.
Second by Mr. Porter. All in favor. Motion carried.**

Correspondence

*Thank you read from child to the Fire Department.

Public Comment

None

Committee Reports

Personnel Committee – Did not meet.

Finance Committee – Did not meet.

Organizational Review Committee – Went over articles of incorporation. Need to send to lawyer then bring to Board.

Board Officer Reports

- **Chair/Vice Chair Report** - None
- **Treasurers Report**

- Budget vs. Actual Report presented.
- Presented Financial Reports
 - Expense Report – Currently borrowing Laingsburg ambulance due to 2 ambulances receiving service. Union dues will no longer be a direct deposit to the Union, will now get physical check. Bought 2 air compressors for each station so air is charged all the time. Turn out gear (\$10,918.00) grant funds will get reimbursed. Bought 3 used MSP computers for \$1799.97 (new - \$9,000).
 - Income Report – Received \$118,000 in January, should continue to see an increase.
 - Payroll Report – Union members to receive back pay on March 5th. Contract was signed.
- EMS Revenue Report – Will be replaced with a different report next month.
- **Secretary's Report** – Mrs. Godfrey met with Mrs. McGahey to run payroll in preparation for Mrs. McGahey's vacation.

Emergency Services Chief's Report

- Presented Statistics Dashboard –
 - Ambulance run times – Will get better report in future. Too many variables in current report skew results.
 - EMS Apparatus – As of yesterday have been on 44 fire runs.
- Presented Annual Report Draft

Motion made by Mr. Fraser to accept Annual Report and approve Chief Atkins to send to printer for formal copies. Second by Mr. Porter. All in favor. Motion carried.

Old Business

- **Municipality Updates**
 - **Burns Township** –
 - Eagle's Cove - Mr. DeLau and Mr. Parmalee had meeting with Casey Glass (Supervisor), Darren Murray (Trustee) and Mr. Atkinson regarding campground assessment. Attempting to collaborate on per lot cost.
 - MFR – Has not heard back from Burns Township board.
- **Audit** – Mr. Parmalee chose Clark, Shaeffer and Hackett, signed a one year agreement, will be based on hours. Need to do as much bookkeeping as possible to keep cost down.
- **Litigation Update** – Prosecutors office acknowledged receipt of the narrative.
- **Union Contract** – signed and is in place.
- **Fees for Services Ordinance Presented**

Motion made by Mr. Fraser to adopt Ordinance 1 of 2025. Second by Mrs. Dickerson. A roll call vote resulted in ayes from all voting members present. Motion carried.

- **Memorial Contract** – Still moving forward with finalizing contract. Will start interviewing.
- **Ladder Truck** – Received a check for 10% down. Rest of money should come in March.

New Business

- **Motorola Quote** – Radio needed in ambulance that is receiving new chassis. Quote provided for \$6,312.75.

Motion made by Mr. Porter to accept the bid for \$6,312.75 and authorize Chief Atkins to purchase. Second by Mr. Parmalee. A roll call vote resulted in ayes from all voting members present. Motion carried.

Public/Board Comments

*Mrs. Godfrey commented on annual report and thanked Chief Atkins for providing a detailed synopsis of all the work done over the last year. Chief Atkins shared that Mrs. McGahey also worked on Annual Report.

Adjournment

Motion by Mr. Porter to adjourn. Second by Mr. Parmalee. All in favor. Motion carried.

There being no further business, the meeting was adjourned at 7:53 p.m.

Respectfully Submitted,
Lori Godfrey, Secretary