

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

March 17, 2025
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), Mark Fraser (Perry Township), Nick Spaniola (City of Durand), Janet Sprague (Vernon Township) and Jeff Harris (Member at Large - Perry Township)

Also Present: Deputy Chief of EMS Dan Munro and Deputy Chief of Fire Scott Grinnell

Absent: Chief of Emergency Services, Trent Atkins and Legal Counsel, John Gormley

Approval of the Agenda

Motion made by Mr. Deming to approve the meeting agenda as presented. Second by Mr. Peterson. All in favor. Motion carried.

Approval of February 24, 2025 Regular Meeting Minutes

Motion made by Mr. Fraser to accept the February 24, 2025 Regular meeting minutes as presented. Second by Mrs. Sprague. All in favor. Motion carried.

Correspondence

*Thank you read from Byron Schools for visiting 3rd-5th grade.

*Letter received from the Michigan Treasury requesting more information regarding the Corrective Action Plan.

Public Comment

*Credit to everyone that attended the fire in Vernon. Would've been different if there wasn't cooperation from outside departments.

Committee Reports

Personnel Committee – Did not meet.

Finance Committee – Met last Thursday. Discussion items on agenda.

Organizational Review Committee – Awaiting response from attorney.

Board Officer Reports

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

- **Treasurers Report**

- Budget vs. Actual Report presented. 23% through the fiscal year.
- Presented Financial Reports
 - Expense Report for Fire and EMS presented. Repairs and maintenance budget line item at 72.6%.
 - Income Report – Received payment for ladder truck.
 - Payroll Report – March 5, 2025 payroll done to meet union contract.
 - EMSMC Report (new report) – this report provides the most relevant information. Attempting to make reports more user friendly.

Motion by Mr. Parmalee to pay the bills in the amount of \$152,778.30. Second by Mr. Porter. A roll call vote resulted in ayes from all voting members present. Motion carried.

- **Secretary's Report** – Mrs. Godfrey filling in for Mrs. McGahey next week. Posted fees for services in newspaper and on website.

Emergency Services Chief's Report

- Statistics Dashboard –
 - Deputy Chief of Fire Scott Grinnell presented the Fire portion of dashboard.
 - Deputy Chief of EMS Dan Munro presented EMS portion of dashboard. Have had increased ambulance repairs. In need of new ambulance. A-10 is in to be refurbished; approximate date back is June 1. Mr. Fraser is in contact with State Representative Brian BeGole's office to possibly obtain a grant.

Old Business

- **Municipality Updates**
 - **Burns Township** –
 - MFR – Still in works.
- **Audit** – Possibly starting the week of April 7th.
- **Litigation Update** – Nothing new to report.
- **Memorial Contract** – Still working on contract language. Legal Counsel to prepare a memo to hospital regarding indemnification. Still need to send contract to insurance carrier. Discussing fees, unable to do revenue sharing agreement due to Medicare billing, still negotiating. Moving forward with staffing and training.

New Business

- **Earned Sick Leave Policy** - Presented to board members. Exceeds what is required by law but still need to have new policy.
- **Ambulance Special Assessment** – Special Assessment is currently at \$120 per unit. Finance Committee discussed and recommends increasing to \$130. Mrs. Godfrey asked the board to consider a smaller increase of \$5-\$6.

Motion made by Mr. Parmalee to set the Ambulance Contract rate per unit at \$130 starting January 2026. Second by Mr. Porter. A roll call vote resulted in the following:

Ayes: Mr. Fraser, Mr. Porter, Mr. Deming, Mrs. Dickerson, Mr. Peterson, Mr. Harris, Mr. Parmalee and Mr. DeLau

Nays: Mr. Spaniola and Mrs. Godfrey

Abstain: None

Motion carried.

Mrs. Godfrey to draft letter and send to board, then mail via first class mail to Incorporating, Cooperating and Contracting Municipalities.

- **Insurance** – Received official notice from VFIS Management in response to increased claims the deductible will increase to \$10,000.

Public/Board Comments

*Suggestion to consider utility transit vehicle instead of full body ambulance for Memorial Healthcare transports, could be a cost savings.

Adjournment

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

There being no further business, the meeting was adjourned at 8:28 p.m.

Respectfully Submitted,
Lori Godfrey, Secretary