

# 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

April 21, 2025

Perry Township Hall

#### Call to Order

Chairman DeLau called the meeting to order at 7:02 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:** Chief of Emergency Services, Deputy Chief of EMS Dan Munro, Deputy Chief of Fire Scott Grinnell, Legal Counsel, John Gormley and Cindy Garber (Bennington Township Representative)

**Absent:** None

#### Approval of the Agenda

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

#### Approval of March 17, 2025 Regular Meeting Minutes

*Motion made by Mr. Deming to accept the March 17, 2025 Regular Meeting Minutes as presented. Second by Mr. Spaniola. All in favor. Motion carried.*

#### Approval of the March 31, 2025 Special Meeting Minutes

*Motion by Mr. Peterson to accept the March 31, 2025 Special Meeting Minutes as presented. Second by Mrs. Dickerson. All in favor. Motion carried.*

#### Correspondence

\*Thank you received from family regarding a call for a person in full-arrest on April 7<sup>th</sup> in Durand. The family was impressed with the care received and cooperation of all agencies involved in saving their loved one.

#### Public Comment

None

#### Committee Reports

**Personnel Committee** – Did not meet.

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

**Organizational Review Committee** – Did not meet.

### **Board Officer Reports**

- **Chair/Vice Chair Report** – Mr. DeLau introduced Cindy Garber from Bennington Township. Ms. Garber was appointed to serve on the SSES Board pending Cooperating Contract approval.
- **Treasurers Report**
  - Budget vs. Actual Report-Not available at the meeting.
  - Presented Financial Reports
    - Expense Report for Fire and EMS presented. 3 payrolls and 1<sup>st</sup> quarter payroll for paid on call this period. Of note are some larger purchases: \$6300 for new Motorola radio for new ambulance, electric tools and batteries, and \$9,762.55 repairs for Engine 1.
    - Income Report presented. \$422,719.70 received from March 14, to April 18, 2025.
    - Payroll Report – 1 payroll report not available.
    - EMSMC Report – Net average collection is 44.9%. Outstanding payor category continues to be Patient paid at 52%. Payments received year to date: \$350,638.72.

***Motion by Mr. Spaniola to pay the bills in the amount of \$269,930.22. Second by Mr. Peterson. A roll call vote resulted in ayes from all voting members present. Motion carried.***

- **Secretary's Report** – Ambulance per unit increase letter was hand delivered to City of Perry, Perry Township and Village of Morrice. Antrim Township, Bennington Township, City of Durand, Burns Township and Vernon Township were mailed via first class mail last month.

### **Emergency Services Chief's Report**

- Fire School resulted in 3 recruits
- Grants –
  - Grant for reflective winter coats from MIOSHA was received.
  - Grant from DNR (Volunteer Fire Capacity Grant) received with 50% match of \$5,000.
- This Friday all mobile data terminals (MDT) will begin to be installed. MDT's allow direct link to 911. They can see where ambulance is coming from.
- Statistics Dashboard –
  - EMS no calls have continued to decrease.
  - For month of March 2025: 240 EMS calls vs. 229 last year.
  - EMS call volume year to date total is 741. This time last year was 647.
  - Fire calls year to date total is 81.
  - For the month of March had 18 fire calls vs. 19 last year.
  - There were 3 mutual aid fire calls for March.
  - KPI Dashboard for EMS Apparatus: Replaced rear end in A-9 (\$2800). Getting caught up with repairs. Will be able to return Laingsburg ambulance soon.
  - KPI Dashboard for Fire Apparatus: No large expenses. Jake brake on Engine 1 is not working, may be a computer issue, CSI was out today. Temperature actuator switch placed.

### **Old Business**

- **Municipality Updates**
  - **Burns Township** –

- MFR – Nothing new to report.
- **Bennington Township –**
  - Bennington Township board voted to have representation on the SSES Board. Cindy Garber appointed. Need to change current contract from Contracting to Cooperating. (Mr. Fraser inquired if Contracting option is necessary; Organizational Review Committee discussing.)

***Mr. Parmalee moved to convert Bennington Township current Contracting agreement to Cooperating and authorized Mr. DeLau and Mrs. Godfrey to sign when completed. Second by Mr. Fraser. A roll call vote resulted in ayes from all voting members present. Motion carried.***

- **Audit** – Auditors began work approximately 3 weeks ago. Goal is to have it done on time. SSES has work to do to keep cost down. Trial balances did not match up, a lot of work was done to correct this.
- **Pay for Board Members** – Mr. DeLau asked about board members recording hours for extra work being done to discuss compensation at a later time.
- **Memorial Contract** – Last week send contract back with language change. Mr. Gormley & Chief Atkins to discuss and send to insurance carrier, then should be ready to sign.
- **New Ambulance Update** – Will be here tomorrow. Graphics to be done, power lift, center console and radios installed, licensing and lettering. Question was asked about the new SSES logo design. Chief Atkins said the design is being worked on. There are some imperfections in the box, quote from MacQueen was additional \$16,000 to fix. Chief Atkins turned down quote and will contact Joe’s Body Shop to do work, which will cost less and ambulance will be able to put into service 4 weeks earlier.
- **Laingsburg Ambulance Update** – Discussed under KPI Dashboard.

### **New Business**

- **William Jackson Salary** – Mr. Jackson retired February 1, 2025. Chief Atkins would like to keep Mr. Jackson on in some capacity as finding someone with his experience would be difficult. Suggested 6 hours/week at \$25.00 retroactive to February 1, 2025. Mr. Parmalee confirmed that there was \$10,000 budgeted for his position.

***Motion made by Mr. Frasher to hire Bill Jackson at \$25/hour 6 hours a week retroactively from February 1, 2025. Second by Mrs. Sprague. A roll call vote resulted in ayes from all voting members present. Motion carried.***

### **Public/Board Comments**

\*Mr. Parmalee thanked Mr. Harris for serving as the Member at Large. With Ms. Garber’s appointment from Bennington Township, his attendance at meetings would not be required until such time as there is an even number of Board Members.

### **Adjournment**

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

***There being no further business, the meeting was adjourned at 7:47 p.m.***

Respectfully Submitted,  
Lori Godfrey, Secretary