

Southwest Shiawassee Emergency Services Alliance

Serving Residents as Perry Area Fire Rescue

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Meeting Minutes

June 17, 2024

7:00 p.m.

Perry Township Hall

Call to Order

Chairman DeLau called the meeting to order at 7:01 p.m.

Present:

SSESA Board Officers: Chair-Tim DeLau (City of Perry), Vice Chair - Janet Sprague (Vernon Township), Treasurer-Troy Parmalee (Perry Township) and Secretary-Lori Godfrey (Antrim Township)

SSESA Trustees: Tom Deming (Burns Township), Phyllis Dickerson (Village of Morrice), Bob Peterson (Village of Morrice), Bob Porter (City of Perry), Mark Fraser (Perry Township) and Jeff Harris (Member at Large Perry Township)

Also Present: Interim Emergency Services Chief Trent Atkins, Deputy Chief of Fire Scott Grinnell, Assistant Chief of Fire Brian Pfeifle and Legal Counsel John Gormley

Absent: Secretary - Trustee-Nick Spaniola (City of Durand)

Approval of the Agenda

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

Approval of May 20, 2024 Regular Meeting Minutes

Motion made by Mr. Fraser to accept the May 20, 2024 meeting minutes as written. Second by Mr. Deming. All in favor. Motion carried.

Correspondence/Public Comments

1. Received a collections cancel report for 6 ambulance runs, they are past the statute for collections. Total uncollectible is: \$2,201.10.
2. Acrisure (Previously Spaulding Insurance) moved to 223 W. Grand River Road in Howell. Staff has remained the same.
3. Convenient Urgent Care - All testing they do for physicals for staff went up \$50 per test.

Burns Township Clerk - Shirley Riley

Shirley Riley - Clerk of Burns Township was present. Mrs. Riley emailed and mailed a letter outlining the costs of their legal fees and what the total of the check would be they would send for Ambulance Services.. Total for the appeal is \$19,391.45. Mrs. Riley stated SSESAs benefit from Burns Township taking legal action, if they did not the Tax Tribunal appeal would have defaulted and SSESAs would have to reimburse for the campground fees collected. Eagle's Cove Tax Tribunal case was denied based on the fact they did not appeal at the public hearing, not on the merits of the complaint. Burns Township Attorney concerned that if the Tax Tribunal heard the reason for appeal the Tax Tribunal would take action. Mr. Parmalee stated SSESAs contract with several municipalities and each municipality is required to raise revenue for fire and ambulance by whatever means they choose. Each uses a different means, however, a majority do a special assessment. This is a special situation with the campgrounds. Each Assessor and Treasurer in Vernon Township and Shiawassee Township had assessed their campground lots at 100% per lot. Burns Township is the only one where their Assessor and Treasurer assessed the campground at a business unit rate that is per number of employees. Need to balance the benefit and the burden. Suggested that a meeting be scheduled for 2 each members of the Township and SSESAs to meet to discuss.

Mr. Parmalee moved that a small 2 person Committee from SSESAs meet with 2 board members from Burns Township to discuss the campground issues. Second by Mr. Porter. All in favor. Motion carried.

Committee Reports

Personnel Committee – Did not meet..

Finance Committee – Met Thursday last week. Currently 44.8% through the fiscal year. Concerned that fees for services collection percentage is lower than last year. Did receive the first check from Durand. Over on Capital Accounts due to repairs. Had an issue with address change through Tru-Pay. Was changed with IRS/State to street address but Post Office will not deliver. Needed to change to PO Box in order to receive mail. Notification from MERS that Mr. Hubbard has filed for retirement. Mr. Parmalee sent a letter to MERS putting them on notice that there may be changes pending the amount of retirement. MERS acknowledged an understanding of the information in the correspondence.

Organizational Review Committee – Did not meet.

Emergency Services Chief Reports

Chief Atkins presented Financial and Payroll Reports. Working on the entrance at Station 1. Continuing to maintain vehicles. Trizetto contract is up in June, payment is to honor the remainder of that contract. SQL Software is to read the files from the previous billing system for Audit Reports.

Chief Atkins presented the EMS Revenue Report. Less revenue even though numbers are up, possibly due to types of runs. Will obtain more data in July.

No Collections Report this month. Standard Operating Procedure states that collections will no longer be a board function since unpaid ambulance fees for Residents and Non-Residents are sent to collections.

Mr. Parmalee moved to modify the SSESAs Board procedures to authorize the billing company to send uncollected fees to collections. Second by Mr. Fraser. A roll call vote resulted in ayes from all voting members present. Motion carried.

Chief Atkins presented the Statistics Dashboard. Getting more detailed reports now with actual response times. Maintenance on Engine 1. Fuel lift pump needed and only 2 in the country available. Will cost approximately \$10,00-\$11,000. Tanker 2 should be coming back next month. Cost is around \$20,000-\$22,000. Will put year of vehicles on report.

Chief Atkins reported the Sick Leave Policy has been updated and there was a grievance filed as the policy requires a sick leave affidavit be signed by a physician. Need to discuss with the union. Need a form employees can voluntarily sign to discuss with the employee's Physician. Conferring with legal counsel if lawful to do.

Applied for 2 Grants:

- DNR Grant - 2 sets turn-out-gear, hose and appliances.
- State Set-Aside Grant - for turn-out-gear for full time firefighters. 18 sets costs possibly \$66,000.00

Old/Ongoing Business

Update on Municipal Contracts

- **Shiawassee Township** - Attorney Gormley working on.
- **Vernon Township MFR** - Attorney Gormley to review changes made by Vernon Township's Attorney to MFR agreement.
- **Burns Township** - Chief Atkins spoke with Chief Prestonise at Burns Township. MFR agreement still being reviewed by their attorney.

Station 1 & 2 Repairs Update

- Rear entrance remodel is being done by Dan Bannister and TK Cook. Tore-out wall and rewired electrical. Door is to be placed between the apparatus bay and entry. Will paint concrete floor. In July photos will be taken of staff to place on the wall in entry.
- Electrical quote for station 2. To run electrical to washer and dryer and other work in building cost is \$1,500. Chief Atkins to ask for a cost break-down. Will ask Village to pay for half. Dan Bannister to drywall and Forrest Harris to do gas set up for the washer/dryer.

Union Negotiations

Chief Atkins and Mr. DeLau met last week with the Union to negotiate rules. Both parties agreed to rules set forth. Union presented their requests. Won't meet until September. Gives time to work out the financial aspect of requests. Mr. DeLau asked Mr. Deming to attend meetings in future.

Safety Day, June 8, 2024

Approximately 150 people attended. Bike helmets were distributed and 120 hot dogs were eaten. Also served popcorn and flavored ice. 12 people signed up for smoke detectors.

Full Time Vacancies Update

Currently 3 open EMT vacancies. Have been doing interviews. There is one employee in-house that may be considered, just needs to pass the EMT test.

Audit

Auditor contacted Mrs. Godfrey and stated she was waiting on reports from Mr. Jackson from the old billing software. Meeting set up with Mrs. Godfrey, Mrs. McGahey and Auditor for Friday. Audit may be late if can't get information in.

Potential Litigation Update

Tabled last month. Has been reported that SESA does not need a forensic audit. Mr. DeLau attempted to contact the Prosecutor but has not heard back from him. Mr. DeLau will write a narrative for him to review to make it more clear to understand what the data shows.

New Business

Publicly Funded Health Insurance Contribution Act Resolution

Mrs. Godfrey provided a new resolution for the 80%/20% employer/employee health care cost option as set forth in Public Act 152 for publicly funded health insurance.

Motion made by Mr. Parmalee to accept Resolution No. 2 of 2024, Resolution to adopt the 80%/20% option. Second by Mr. DeLau. A roll call vote resulted in ayes from all voting members present. Motion carried.

Board/Public Comments

None

Adjournment

***Motion by Mr. Harris to adjourn. Second by Mr. Porter. All in favor. Motion carried.
There being no further business, the meeting was adjourned at 8:20 p.m.***

Respectfully Submitted,
Lori Godfrey, Secretary