

# Southwest Shiawassee Emergency Services Alliance

## Serving Residents as Perry Area Fire Rescue

145 S. Main Street ≈ P.O. Box 63 ≈ Perry, Michigan 48872

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### Meeting Minutes

July 15, 2024

7:00 p.m.

Perry Township Hall

#### Call to Order

Chairman DeLau called the meeting to order at 7:02 p.m.

#### *Present:*

**SSEA 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)

**SSEA Trustees:** Tom Deming (Burns Township), Phyllis Dickerson (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 and Legal Counsel John Gormley

**Absent:** Trustees-Nick Spaniola (City of Durand) and Bob Peterson (Village of Morrice)

#### 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 June 17, 2024 Regular Meeting Minutes

***Motion made by Mr. Fraser to accept the June 17, 2024 meeting minutes as written. Second by Mr. Deming. All in favor. Motion carried.***

#### Correspondence

1. In the remote past PAFR offered retirement through Brighthouse Financial. The plan was no longer being funded after instituting MERS but the Department is still receiving the statements for some previous employees. To start there were over 30 and Mrs. Godfrey was able to find all but 8. Asked the Board to ok removing the Department address and turning over the remaining individuals to Brighthouse to seek out.

***Mr. Parmalee moved to turn over the remaining previous employees to Brighthouse to find. Second by Mrs. Sprague. All in favor. Motion carried.***

2. The Department has a new Monthly Newsletter that was distributed to each Board Member. Positive feedback given by members of the board.

### **Public Comment**

None

### **Burns Township Fire Chief- Wade Prestonise**

1. The Burns Township Board has not had any communication from SSES to set up meeting to discuss Camp Ground Assessment Legal Fees. Mr. DeLau appointed himself and Mr. Parmalee to represent SSES. Mrs. Godfrey will draft a letter to Burns Township to set up date and time to meet.
2. Burns Township still reviewing contract.

### **Committee Reports**

**Personnel Committee** – Did not meet.

**Finance Committee** – Did not meet. Mr. Parmalee went over Budget to Date. 53.85% through the year. Have billed fire calls, have not received a payment to date. Fire Capital outlay up due to repairs. EMS wages on track at 53.12%. Need to look at EMS Supplies and EMS Service & Charges with more detail. Income from fees for services still no quite where it needs to be. \$277,000 more collected but \$33,000 less due to billing not fully started until March.

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

### **Emergency Services Chief Reports**

Chief Atkins shared that he is to set up an appointment with Accumed to get an idea where SSES is in bills. At the end of June last year SSES billed \$412,612.00. At the end of June this year SSES billed \$561,000. Looking at those numbers, there has been \$148,000 more billed this year.

Chief Atkins presented Financial and Payroll Reports. April, May and June uncollected charges column is incorrect but the rest of the information is correct on report. Will be ordering gear for EMS personnel when needing to assist with medical emergencies in fire situations.

***Motion made by Mrs. Godfrey to pay the bills in the amount of \$184,437.98. A roll call votes resulted in ayes from all voting members present. Motion carried.***

Chief Atkins presented the Statistics Dashboard and Apparatus Reports. Fire Tanker 2 was blowing white smoke out of the exhaust. Will be going in for repairs. Engine 2 out of service; diesel leak, possibly injector. Engine 3 is grass rig. All Ambulances are in service, last month only regular maintenance items reported. EMS supplies going out to bid every month.

Chief Atkins presented the Statistics Dashboard. Run volume is up. Asked Mr. Jackson to look into all EMS reports and pin-point busiest time of day to be more efficient. Will report next month. Made one mutual aid call to Shiawassee Township. Mr. Fraser asked if the Board can get data when another agency responds to SSES for mutual aid. Fire runs this year 138, last year 127. Varies month to month.

Received notification that SSES did not receive Firehouse Grant. Did reapply for Lucas Device (\$30,000.00). Applied for AAA Safety Grant for safety signage and vests when on highway & directing traffic in the roadway.

Still have smoke detectors available from the State. Opened up to staff and immediate families if they do not have at least 2 working smoke detectors in home.

Received resignation from Jeff Tobias this weekend. Stated he would like to spend more time with his family.

### **Old/Ongoing Business**

#### **Update on Municipal Contracts**

- **Shiawassee Township** - Attorney Gormley and Mr. Parmalee put together a letter that was sent to Shiawassee Township. Gave 45 day timeline to respond.
- **Vernon Township MFR** - Attorney Gormley to review changes made by Vernon Township's Attorney to MFR agreement.
- **Burns Township** – Discussed earlier.
- **Bennington Township** – Chief Atkins attended their meeting. Has not had time to get language to their attorney. Have not received any communication from them.

#### **Union Negotiations Update**

- Some information has been exchanged.

#### **Full Time Vacancies Update**

- Chief Atkins requested Board to approve hiring Dan Sadowski, Firefighter/EMT from Handy Twp.

***Mr. Parmalee moved to hire Dan Sadowski, Full Time Firefighter/EMT. Second by Mr. Fraser. All in favor. Motion carried.***

**Audit** - Mrs. Godfrey to contact again for update.

**Potential Litigation Update (Summary Letter)** – Mr. DeLau to draft letter for Prosecutor. Will have for next meeting.

### **Public/Board Comments**

Mrs. Godfrey clarified timeline for Shiawassee Township to respond to letter sent by SSES Legal Counsel. They would have 45 days to respond.

***Motion by Mrs. Godfrey to seek legal action if no response from Shiawassee Township in 45 days with regard to unpaid household assessment fees. Second by Mr. Fraser. A roll call votes resulted in ayes from all voting members present. Motion carried.***

### **Adjournment**

***Motion by Mr. Harris to adjourn. Second by Mr. Fraser. All in favor. Motion carried. There being no further business, the meeting was adjourned at 8:03 p.m.***

Respectfully Submitted,  
Lori Godfrey, Secretary