

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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Official Regular Meeting Minutes

October 20, 2025

Perry Township Hall

Call to Order

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

Approval of the Agenda

Motion made by Mr. Deming to approve the meeting agenda with addition of Roll Call. Second by Mr. Porter. All in favor. Motion carried.

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), Trustee Nick Spaniola (City of Durand), Mark Fraser (Perry Township) and Susan Bannister (Vernon Township)

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

Absent: Member at Large-Cindy Garber (Bennington Township) and Trustee-Bob Peterson (Village of Morrice)

Approval of the September 15, 2025 Budget Hearing Meeting Minutes

Motion made by Mr. Parmalee to accept the September 15, 2025 Budget Hearing Meeting Minutes as presented. Second by Mr. Spaniola. All in favor. Motion carried.

Approval of the September 15, 2025 Regular Meeting Minutes

Motion made by Mr. Deming to accept the September 15, 2025 Regular Meeting Minutes as presented. Second by Mrs. Bannister. All in favor. Motion carried.

Correspondence

- New IT company KW Corporation sent memo with new address and ACH information.
- Payroll Company TruPay memo regarding Direct Deposits.
- IRS letter acknowledging they received tax-exempt bond form.
- Email received from Lois Szostak explaining the reason for her resignation – For full transparency, Mr. DeLau requested that Chief Atkins investigate by line item in the email and let Personnel Committee know of results.

Public Comment

- Maggie Saint Amour from the Village of Morrice requested that the Board be involved in the Morrice 150 year celebration to be held September 12, 2026. Will leave contact information with Mrs. Godfrey.

Audit

Luke Downing, Shareholder from Clark, Shaeffer and Hackett Accounting Firm presented the 2024 SSESAs Audit. Several corrections from previous audit noted throughout current audit.

Closed Session to Discuss Legal Opinion

Motion made by Mrs. Godfrey to enter into Closed Session to discuss legal opinion provided by Labor Law Attorney Mike Kluck and to allow Chief Atkins, Deputy Chief Munro, Deputy Chief Grinnell and SSESAs Attorney John Gormley to be present. Second by Mr. Parmalee. A roll call vote resulted in ayes from all voting members present. Motion carried.

Entered into Closed Session at 7:27 p.m.

Returned from Closed Session at 8:15 p.m.

No action taken from closed session

Committee Reports

Personnel Committee – Did not meet.

Finance Committee – Met prior to Regular Meeting tonight. Items for discussion on agenda.

Organizational Review Committee-Did not meet.

Board Officer Reports

- **Chair/Vice Chair Report**
 - Litigation Update- Mr. Hubbard pled to a lesser charge. January 6th sentencing scheduled. Mrs. Godfrey offered to write a victim impact statement on behalf of the SSESAs Board.
- **Treasurers Report**
 - Budget vs. Actual Report-Payroll 76.9% through the fiscal year. Almost \$425,000 over income what SSESAs has budgeted for 2025. EMS Legal fees over budget. Have taken in \$428,000 more in fees for services than have spent. Still need to complete budget amendments. Will have for next meeting.
 - Presented Financial Report
 - Income Report for Fire and EMS – EMS Revenue \$425,000 over what we have budgeted. Fire Capital Outlay tight due to significant purchases.
 - Expense Report – Over on EMS personnel service due to increased staff. Presented Payroll Reports – 2 bi-weekly payrolls and 1 paid-on-call.
 - Payment of the Bills - Bills total \$356,028.27

Motion by Mr. Parmalee to pay the bills in the amount of \$356,028.27. Second by Mr. Porter. A roll call vote resulted in ayes from all voting members present. Motion carried.

- ESMC Report-August net charges are \$305,000. Increased due to Memorial Contract. To date have billed \$921,918.10, expected to collect 50%. Now 4 months into the

hospital contract. In the first 90 days billed \$444,000 and were paid \$205,692. First 30 days billed \$145,000 and collected \$81,000 (over the average 50%). There is an expected Medicare and Medicaid lapse in rural boos payments due to the shut down. Paperwork has been submitted, expecting money to be appropriated.

- **Secretary's Report**-With the audit completion, will be submitting the Retirement Report to the State Treasury

Emergency Services Chief's Report

- Statistics Dashboard
 - Calls to date: EMS-close to 3,000 and Fire-217. Significant run volume increase due to Memorial Contract.
 - EMS Apparatus: Total repairs for all up to October 2, 2025 is \$93,720.41.
 - Fire Apparatus: Chad Fuller, Fire Equipment and Maintenance Officer reported the following totals for maintenance and repairs:
 - ◆ Engine - \$21,712.56
 - ◆ Engine 2 - \$5,733.49
 - ◆ Engine 3 - \$2,863.32
 - ◆ Tanker 1 - \$8,191.40
 - ◆ Tanker 2 - \$1,282.14
 - ◆ Brush Trucks 1 and 2 - \$0.00

(The above is not for lack of recent maintenance but of use)

Old Business

- **Burns Township Campground Assessment** – Retained the services of Attorney Norman Shinkle. He is working diligently due to missing deadlines. Show cause hearing is scheduled virtually on December 2, 2025. He has been in contact with both campgrounds. Mr. Deming reported that during the hearing the Burns Township Board voted 5-0 in favor of the ambulance increase.

New Business

- **New Ambulance Purchase** – Representative Brian BeGole was very instrumental in getting the 1.2 million for 2 fully equipped ambulances. Both are in productions and should be ready July 1, 2026. Needed to reduce impact on fleet. Still in need of one more ambulance. Chief Atkins obtained a quote for a re-manufactured type-3 ambulance that will be available in December. Cost is \$208,000.00. Will use to rotate ambulances to keep miles down. Mr. Parmalee looked into leasing options: Borrowing \$200,000 for 5 years with quarterly payments of \$11,000.00 at 5.07% interest. Will also need radio and power cot, so cost would be up to \$225,000.00.

Mr. Parmalee moved to allow himself and Mr. DeLau to enter into a purchase agreement to obtain a type-3 ambulance from MacQueen for a cost not to exceed \$225,000.00. Second by Mr. Porter. A roll call vote resulted in ayes from all voting members present. Motion carried.

- **2026 SESA Regular Meeting Dates and Budget Hearing Date**– Continue with the third Monday of the month at 7 p.m. at Perry Township Hall with Budget Hearing before September regular meeting.

***Motion by Mr. Parmalee to accept the meeting dates as follows:
January 19, 2026***

February 16, 2026

March 16, 2026

April 20, 2026

May 18, 2026

June 15, 2026

July 20, 2026

September 21, 2026 (Budget Hearing with Regular Meeting to follow)

October 19, 2026

November 16, 2026

December 21, 2026

A roll call vote resulted in ayes from all voting members present. Motion carried.

Public/Board Comments

*Mr. Fraser expressed his appreciation for the “top notch” SSESAs personnel that assisted in a medical emergency. He also received positive responses when asking Memorial staff about new SSESAs transport ambulance service.

Adjournment

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

With no further business, the meeting was adjourned at 9:07 p.m.

Respectfully Submitted,
Lori Godfrey, Secretary