

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 16, 2026

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 as presented. Second by Mr. Peterson . All in favor. Motion carried.

Attendance

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

SSESA Trustees: Mark Fraser (Perry Township), Phyllis Dickerson (Village of Morrice) and Bob Peterson (Village of Morrice)

Member at Large: Cindy Garber (Bennington Township)

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

Absent: Trustees Nick Spaniola (City of Durand) and Susan Bannister (Vernon Township)

Approval of the February 16, 2026 Regular Meeting Minutes

Motion made by Mr. Fraser to accept the February 16, 2026 Regular Meeting Minutes with correction. Mr. Porter was not in attendance. Second by Mr. Porter. All in favor. Motion carried.

Correspondence

- Received a letter from the Prosecutor for Victim Notification regarding the recent sentencing of Mr. Hubbard.

Public Comment

- Jerry Atkinson, Owner of Eagles Cove Campground in Byron would like to set up a meeting to negotiate a per unit campground assessment.

Committee Reports

- **Personnel Committee** – Did not meet.
- **Finance Committee** – Met Thursday, items for discussion on Agenda.
- **Organizational Review Committee** - Did not meet.

Board Officer Reports

- **Chair/Vice Chair Report**

- Litigation Update – Mr. Hubbard was sentenced on February 24, 2026. Mrs. Godfrey was in attendance and read a Victim's Impact Statement.
- Chairman DeLau recapped the steps the Board has taken to improve checks and balances.
 - Changed accounting firms
 - Several new Board members
 - Newer officers
 - Changed standard operating procedures

Chairman DeLau looks forward to continuing to build on the progress that has been made.

- **Treasurers Report**

- Budget to Date Presented. Currently 19.23% through payroll for the fiscal year, everything else is 20.5%. Will soon receive a check from the finance company for over \$200,000 for reimbursement for the new ambulance (A-16).
- Payroll Reports Presented.
 - February 27, 2026 - \$74,547.70
 - March 13, 2026 - \$69,427.22
- Deposit Report Presented.
- Expense Report Presented.
- Payment of the Bills - \$485,163.93

Motion by Mr. Fraser to pay the bills in the amount of \$485,163.93. Second by Mr. Deming. A roll call vote resulted in ayes from all voting members present. Motion carried.

- ESMC Report - Chief Atkins and Deputy Chief Munro met with EMS/MC due to billing numbers lower than expected. EMS/MC is 2-3 weeks behind schedule. Trying to get it to 3-5 days.
- **Secretary's Report** - Mrs. Godfrey has continued to assist in the office. Reported to the board the positive impact of hiring the Human Resources and Administrative Services Coordinator has been.

Emergency Services Chief's Report

- **Statistics Dashboard**
 - EMS - 875 calls to date - Average 11.66 calls/day (More BLS vs ALS)
 - No major repairs since last meeting
 - Have had increased mutual aid calls to Woodhull Township since they picked up Victor Township in Clinton County.
 - A-12 back in service - bent rear axle shaft repaired
 - Fire - 51 calls to date
 - Repairs to Engine 1 due to accident - Westshore will report back as to cost
 - Both grass rigs out to Bonners for maintenance

Old Business

- **Burns Campground Assessment** - Walnut Hill's case is in full Tax Tribunal. The Tribunal decided Eagles Cove case is in abeyance until Walnut Hills case is ruled on. Settlements were offered to both Walnut Hills and Eagles Cove without success. Chairman DeLau and Mr. Parmalee will set up meeting with Mr. Atkinson to discuss another possible settlement.
- **New Ambulance (A-16)** - Currently in Grand Ledge. Some parts have been backordered. Will get graphics done and radios put in. Have stickers on doors to be able to get licensed. State inspection Wednesday for SESA state relicensure, hoping to do both at the same time. Chassis are in for the two ambulances from State Appropriations Funds.

New Business

- **Timesheet Approval**

Mr. Fraser Moved to approve time sheets for Mr. Parmalee at 84 hours and Mrs. Godfrey for 338 hours. Second by Mrs. Garber. A roll call vote resulted in ayes from all voting members present. Motion carried.

- **COBRA/iSolved** - iSolved is a third party recommended by current insurance provider, David Chapman Agency, to process COBRA paperwork and assures to meet all requirements by law. Mrs. Godfrey suggested to enter into a contract with them for their service.

Motion by Mr. Parmalee to enter into a one year agreement with iSolved. Second by Mr. Deming. A roll call vote resulted in ayes from all voting members present. Motion carried.

- **Federal Appropriations Funds for Fire Truck** - Chief Atkins would like approval from Board to apply for 1.2 mil. Chief Atkins requested a letter of support from each municipality that has fire coverage from SSES.A.

Motion by Mr. Parmalee to approve Chief Atkins to apply for 1.2 mil in Federal Appropriations Funds for a Fire Truck. Second by Mr. Fraser. All in favor. Motion carried.

- **Disposition of Settlement Monies** - Mrs. Godfrey received a check the day of Mr. Hubbard's sentencing for \$50,000.00. A deposit was made into the general fund. Mr. Parmalee asked the Board about disposition of the funds. Possibly make an extra payment to MERS. Will also look into interest bearing accounts.
- **Household Assessment** - Discussed increasing ambulance unit assessment by \$10 to \$140/unit. Would generate approximately \$100,000 in revenue.

Motion by Mr. Fraser to increase the Ambulance per unit assessment to \$140.00/unit beginning January 1, 2027. Second by Mr. Porter. A roll call vote resulted in the following:

Yes: 7

Peterson, Dickerson, Garber, Porter, Parmalee, Fraser and DeLau

No: 2

Deming and Godfrey

Absent: 2

Spaniola and Bannister

Motion carried.

- **2027 Fire Coverage Amount** - Current millage up in 2027. Rates 1.25 for fire and .75 for Equipment as reduced by headlee.
- **2026 Fire Ballot Question** - Consider renewing and restoring fire millage to bring amounts back due to headlee rollback. There will be no change to millage rate. Will discuss next month.

Public/Board Comments

- None

Adjournment

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

With no further business, the meeting was adjourned at 8:09 p.m.

Respectfully Submitted,
Lori Godfrey, Secretary