

Northeast Ingham Emergency Service Authority Board Meeting

Call to Order (Agenda 1)

The regular meeting of the NIESA Board was called to order by Chairperson Hart, on March 13, 2025, beginning at 7:00 p.m. at Station 61, 1296 West Grand River, Williamston, MI.

Roll Call (Agenda 2)

<u>Voting Members Present:</u>	Mr. Chick, Mr. Duffy, Mr. Diederich, Ms. Hart, Mr. Hansen, Ms. Schoenborn, Mr. Wilbrink
<u>Voting Members Absent:</u>	None
<u>Non-Voting Members Present:</u>	Ms. Schultz, Lana Stanfield (Village of Webberville Alternate)
<u>NIESA/Employee's Present:</u>	Director Michael Yanz, Deputy Chief Don Drent
<u>NIESA/Employee's Absent:</u>	None
<u>Guests:</u>	None

Pledge of Allegiance (Agenda 3)

Chairperson Hart led the NIESA Board in the Pledge of Allegiance.

Approval of Agenda (Agenda 4)

Approval of Agenda—that the NIESA Board of Directors approve the agenda of the regular meeting held Thursday, March 13, 2025.

Amendment: Under Discussion Items, add Municipality Charges as item D.

Mr. Wilbrink, seconded by Mr. Hansen, moved to approve the agenda of the regular meeting for Thursday, May 13, 2025, as amended.

Ayes: 7 Nays: 0 Motion carried.

Public Comment (agenda 5)—None

Approval of Minutes (Agenda 6)

Approval of Minutes—that the NIESA Board of Directors approve the minutes of the regular meeting held February 13, 2025.

Mr. Diederich, seconded by Ms. Schoenborn, moved to approve the minutes of the regular meeting held February 13, 2025, as presented.

Ayes: 7

Nays: 0

Motion carried.

Approval of Consent Agenda (Agenda 7)

Approval of Consent Agenda—that the NIESA Board of Directors approve the NIESA Check Account Summaries and Payroll Account Summaries dated February 2025.

Discussion was held regarding the practice of transfers from Building & Equipment Budget to General Checking Account. These transfers are to cover Building & Equipment costs. Mr. Hansen would like to meet with Ms. Schoenborn to further review the budget process practices.

Mr. Wilbrink, seconded by Mr. Hansen, moved that the NIESA Board approve consent agenda Item 7, as presented.

Ayes: 7

Nays: 0

Motion carried.

Discussion Items (Agenda 8)

Purchase Order Policy #300-100-250—it is recommended this item be placed on hold until further notice.

2009 Ambulance – Ambulance remount and Chevy Tahoe and Uplifting—Director Yanz provided the NIESA Board with a Lease Financing Proposal by Leasing 2, McQueen dated March 6, 2025.

Discussion: The Ambulance Remount proposal by McQueen is valid for thirty (30) days from the proposal date of March 6, 2025. If NIESA uses Leasing 2, McQueen to remount the Gas Chassis onto the Horton ambulance, NIESA will save between \$150,000 to 200,000 dollars. The process takes up to one-year. NIESA's plan is to purchase using a leased term and payoff over a 5-year period with the first payment not due until 2026.

It is recommended this item be moved for action as Action Item D.

Mr. Wilbrink, seconded by Ms. Schoenborn, moved Discussion Item B. 2009 Ambulance for action, as Action Item D.

Roll Call Vote: Ayes: 4 Mr. Diederich, Mr. Chick, Ms. Schoenborn,
Mr. Wilbrink

Nays: 3 Mr. Duffy, Ms. Hart, Mr. Hansen

Motion carried.

EMS Chase Vehicle—Finance Chevy Tahoe—NIESA Board members would like additional information presented on the purchase of the Chevy Tahoe along with an official quote. It is recommended this item return for further discussion when an initial quote is available.

Municipality Charges—Director Yanz explained NIESA has offered CPR and CPR Certificates for Williamston Police Department (WPD) at no charge for the last 10 years. NIESA has had Williamston Department of Public Works (WDPW) reach out for CPR Training as well and with recent discussion for getting a return on our investment for the purchase of the CPR Manikins, NIESA is recommending a municipality charge of \$70/pp this fee includes a \$25 CPR Card. If NIESA approves, WDPW would be responsible for this per person fee upon CPR training.

NIESA Board members are in favor of the municipality charge of \$70/pp for CPR Training to include a CPR Card. There is a recommendation that a policy for CPR Training be drafted for NIESA Board review and approval.

Action Items (Agenda 9)

Village of Webberville DDA Agreement (2025-2026 & 2026-2027)—the agreements for 2025-2026 and 2026-2027 approved by the Village of Webberville DDA are currently with the Gormly Law Firm. It is recommended the NIESA Board table board action tonight and bring back for action at the April 11, 2024, NIESA Board meeting.

King Props—it is recommended that the NIESA Board approve the King Props proposal dated September 13, 2024, in the amount of \$34,780.44.

Mr. Diederich inquired about the availability of training houses or the possibility of reducing the itemized estimate. Chief Drent and Director Yanz both agreed there are no training houses available, and it would be very difficult to reduce the list as each prop intertwines with each other.

Mr. Wilbrink, seconded by Mr. Duffy, moved to approve the King Training Innovations LLC estimate #1559, in the amount of \$34,780.44.

Roll Call Vote: Ayes: 7 Mr. Chick, Mr. Diederich, Mr. Duffy, Ms. Hart,
Mr. Hansen, Ms. Schoenborn, and Mr. Wilbrink

Nays: 0

Motion carried.

Committee Appointments:

- Current Personnel Committee: Dorothy Hart, Scott Diederich, Sandra Schoenborn
- Current Finance Committee: Dorothy Hart, Sandra Schoenborn, Frans Wilbrink

Chairperson Hart appointments are accepted as presented.

2009 Ambulance – Ambulance Remount (2024) – that the NIESA Board approve 2009 Ambulance Remount proposal by MACQUEEN with a sale price of \$276,388.00.

Mr. Wilbrink, seconded by Ms. Schoenborn, moved to approve the 2009 Ambulance Remount proposal by MACQUEEN dated March 6, 2025, for the sale price of \$276,388.00.

Roll Call Vote: Ayes: 5 Mr. Chick, Mr. Diederich, Ms. Hart, Ms. Schoenborn, Mr. Wilbrink

Nays: 2 Mr. Duffy, Mr. Hansen

Motion carried.

Reports (Agenda 10)

Director Yanz provided his Monthly Director's Report in the areas of Administrative, Operations, Training, Grants, Personnel, and others.

Department Heads

- NIESA Financial Summary- EMSMC + The Accumed Group Combined Accounts Receivable Reconciliation Report.

Treasurer Report

- *Bank Balances/Investment Report/Bank Fees*

Public Comment (Agenda 11) _None

Board Member Comments (Agenda 12)

Mr. Hansen loves the Fire Run Summary and Response Percentages report feels it is an excellent report.

Mr. Hansen would like to recommend that the agenda order be changed to reflect Action Items come before Discussion Items. Look at Roberts Rules of Order to ensure the Open Meetings Act is not violated. It is recommended the Order of the Meeting return as a Discussion Item at the April 11, 2025,

NIESA Board meeting.

Adjournment (Agenda 13)

Mr. Duffy, seconded by Mr. Hansen, moved that the NIESA Board meeting be adjourned at 9:04 p.m.

Ayes: 7

Nays: 0

Motion carried.

Respectfully submitted,



Kevin Duffy, Secretary
NIESA Board