

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 April 11, 2024, beginning at 7:00 p.m. at Station 62, 315 W. Walnut St., Webberville, MI.

Roll Call (Agenda 2)

Voting Members Present: Mr. Griffes, Ms. Hart, Mr. Henley, Mr. Pratt,
Ms. Schoenborn, Mr. Wilbrink

Voting Members Absent: Williamstown Township

Non-Voting Members Present: Ms. Schultz

NIESA/Employee's Present: Director Michael Yanz, Don Drent, Adam House, Kyle
Oesterle

NIESA/Employee's Absent: None

Guests: Karl Drake, Drake Certified Public
Accountants

Pledge of Allegiance (Agenda 3)

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

Chairperson Hart welcomed NIESA Staff in attendance.

Approval of Agenda (Agenda 4)

Approval of Agenda—that the NIESA Board of Directors approve the agenda of the regular meeting held Thursday, April 11, 2024.

Mr. Henley, seconded by Mr. Pratt, moved to approve the agenda of the regular meeting for Thursday, April 11, 2024.

Ayes: 5 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 March 14, 2024.

Ms. Schoenborn, seconded by Mr. Pratt, moved to approve the minutes of the

regular meeting held March 14, 2024, as presented.

Ayes: 5

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 March 2024.

Mr. Henley, seconded by Ms. Schoenborn, moved that the NIESA Board approve consent agenda Item 7, as presented.

Ayes: 5

Nays: 0

Motion carried.

Mr. Wilbrink arrived at 7:08 p.m.

Audit Report-Drake Accounting (Agenda 8)

Mr. Karl Drake shared an overview of the audited financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Northeast Ingham Emergency Service Authority (NIESA) for the year ended December 31, 2023.

The statements of revenue, expenditures, and changes in fund balance for each fund are fairly stated, in all material respects, in relation to the basic financial statements in their opinion.

It is recommended Agenda Item 8, Audit Report-Drake Accounting acceptance of 2023 Annual Audit be moved for action as Action Item D.

Mr. Wilbrink, seconded by Mr. Griffes, moved that Agenda Item 8, Audit Report-Drake Accounting acceptance of 2023 Annual Audit be moved to Action Item D.

Ayes: 6

Nays: 0

Motion carried.

Discussion Items (Agenda 9)

Banking and Investment Policy—ID #200-100-300 it is the policy of the Northeast Ingham Emergency Service Authority (NIESA) to deposit and invest its funds in a manner which provides the highest investment return with the maximum security of its deposited funds while meeting the daily cash flow needs of NIESA and which complies with all Michigan State statutes governing the deposit and investment of public funds. There was a question on who is authorized to transfer money upon request. It is recommended this item return for further discussion at the May 9, 2024, NIESA board meeting.

Employee Electric Car Charging—Director Yanz opened discussion to add EV charging stations at Northeast Ingham Emergency Service Authority (NIESA). NIESA has two employees currently who drive EV vehicles and there is no EV charging stations available in the immediate area. Is there board interest to pursue

M. Class Transfer Guidelines—this action item is on hold until further notice.

Discussion: It is recommended a total of three separate quotes for this purchase be available to Board members for review. Please bring back for further discussion at the May 9, 2024, NIESA board meeting.

Roll Call Vote: Ayes:3 Mr. Henley, Ms. Schoenborn, Mr. Wilbrink
Nays:3 Mr. Griffes, Ms. Hart, Mr. Pratt
Motion denied.

Mr. Wilbrink, seconded, by Mr. Henley, moved to approve the purchase of the quote for the boat, dated 03/26/2024, in the amount of \$15,525.00.

Roll Call Vote: Ayes: 5 Ms. Hart, Mr. Henley, Ms. Schoenborn,
Mr. Pratt, Mr. Wilbrink
Nays:1 Mr. Griffes
Motion carried.

Mr. Griffes, seconded by Mr. Pratt, moved to accept the 2023 Audit Report performed by Drake Certified Public Accountants dated March 14, 2024.

Ayes: 6 **Nays:** 0 **Motion carried.**

Director Yanz provided his Monthly Director's Report in the areas of Administrative, Operations, Training, Grants, Personnel, and others. Highlights two Paramedic students passed their test and two students scheduled for summer fire school, also Director Yanz, received his PEM Certification and Special Deputy designation as Arson Investigator through Ingham County.

Department Heads

- NIESA Captains Report for both Williamston NIESA Station #61 and NIESA fire runs and response percentages for NIESA #61 and Leroy #62.
- NIESA Financial Summary- AccuMed Group.
- NIESA EMS Education – Monthly Summary Report.

Treasurer Report

- General Fund Budget ending March 2024.
- Building Equipment Budget ending March 2024.

Public Comment (Agenda 12)—None

Board Member Comments (Agenda 13)—None

Adjournment (Agenda 14)

Ms. Schoenborn, seconded by Mr. Henley, moved that the NIESA Board meeting be adjourned at 8:25 p.m.

Ayes: 6

Nays: 0

Motion carried.

Respectfully submitted,



Dorothy Hart, Chairperson
NIESA Board