

**Northeast Ingham Emergency Service Authority Board Meeting
May 11, 2023**

Call to Order (Agenda 1)

The regular meeting of the NIESA Board was called to order by Chairperson Hart, on May 11, 2023, beginning at 7:02 p.m. at Station 61 in Williamston.

Roll Call (Agenda 2)

Voting Members Present: Mr. Diederich, Mr. Duffy, Ms. Hart, Mr. Henley, Mr. Wilbrink

Voting Members Absent: City of Williamston, Village of Webberville

Non-Voting Members Present: None

NIESA/ Employee's Present: Deputy Chief Don Drent

Guests: Ms Stanfield, Village Council Trustee

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, May 11, 2023.

Mr. Henley stated that because the amended 2022 audit was received shortly before the meeting and that there had not been sufficient time for the board to review the amended audit, he suggested removing Discussion Item c. “Amendment to 2022 Annual Audit” and Action Item b. “Acceptance of 2022 Amended Annual Audit” from the agenda. He suggested that because there is no immediate rush to accept the audit, it can be added to the June agenda.

Mr. Wilbrink, seconded by Mr. Henley, moved to approve the agenda of the regular meeting for Thursday, May 11, 2023, as amended.

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 April 13, 2023.

Mr. Duffy stated that changes to the minutes were submitted previously but did not make it into the minutes included in the meeting packet. He stated that his name in the April minutes should be replaced with Jill Cutshaw, who attended the April meeting as the Williamstown Township representative.

Ms. Hart also stated that the April minutes should be updated to show that Noah and Nicole Sevrey lead the Pledge of Allegiance at the April meeting.

Mr. Wilbrink, seconded by Mr. Henley, moved to approve the April 13, 2023, minutes of the regular meeting, as amended.

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, Payroll Account Summaries and ARPA Grant Summaries dated April 2023.

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

Ayes: 5 Nays: 0 Motion carried.

Discussion Items (Agenda 8)

Webberville DDA Revenue Sharing Agreement – Ms. Stanfield stated that she just recently joined the Webberville board and is not up to date on the DDA agreement that has been pending between the Webberville DDA and NIESA. She stated that she will reach out to Josh Rockey with the Webberville DDA. The board would like an update at the June meeting.

Payment to Ingham County Treasurer in February for Capture DDA Funds \$1,261.34 –

Mr. Diederich stated that \$1,261.34 was collected by Leroy Township and sent to the Webberville DDA. Ms. Hart stated that she will follow up with Leroy Township and report her findings at the June meeting.

Parking Lot Repairs Station 61 – Deputy Chief Drent stated that the office staff is still working on gathering information related to the parking lot repairs and that more information will be available for discussion at the June meeting.

Action Items (Agenda 9)

Commercial Washer/Dryer – Station 62

Mr. Wilbrink, seconded by Mr. Diederich, moved to accept the bid for a commercial washer and dryer from Michigan Laundry Machinery Services, Inc. at a cost not to exceed \$25,000.

Roll Call Vote: Ayes: 5 Mr. Diederich, Ms. Hart, Mr. Duffy,
 Mr. Wilbrink and Mr. Henley
 Nays: 0

Absent: 2 City of Williamston, Village of Webberville

Motion carried.

Resolution 1 of 2023 – Authorizing the sale of property at 703 E Grand River, Williamston, MI

Mr. Wilbrink, seconded by Mr. Henley, moved that the NIESA Board of Directors adopt Resolution 1 of 2023 – Authorizing the sale of property at 703 E Grand River, Williamston, MI at a sale price of \$66,000.

Roll Call Vote: Ayes: 5 Ms. Hart, Mr. Duffy, Mr. Wilbrink
 Mr. Henley and Mr. Diederich
 Nays: 0

Absent: City of Williamston, Village of Webberville
Motion carried.

Reports (Agenda 10)

Deputy Chief Drent provided the Monthly Director's Report. He stated that two new staff members recently graduated from programs at LCC. He also reported that staff will be attending upcoming conferences and symposiums on electric vehicles.

Treasurer - Don Henley stated NIESA accounts earned \$3,000 in interest last month and that that NIESA has roughly \$31,000 remaining in federal grant funds.

Committees—None

Public Comment (Agenda 11)

None

Board Member Comments (Agenda 13)

Chairperson Hart stated that she recently attended a workshop hosted by the Michigan Township Association on emerging issues in emergency services. She stated that MTA will be holding another workshop on this subject in Frankenmuth on September 12 and encouraged others to attend.

Mr. Henley stated that he would like an explanation of the reasons for the amended audit included in the record. NIESA wanted to clarify that equipment purchased in 2022 did not appear in the audit under capital assets and to amend Note 9 to note that NIESA's retirement match is now 10%.

ADJOURNMENT (Agenda 14)

Mr. Wilbrink, seconded by Mr. Henley, moved that the NIESA Board meeting be adjourned.

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The meeting adjourned at 7:49 p.m.

Respectfully submitted,

Kevin Duffy,
Board Secretary