

Northeast Ingham Emergency Service Authority Board Meeting

September 8, 2022

Call to Order (Agenda 1)

The regular meeting of the NIESA Board was called to order by Chairperson, Hart, on September 8, 2022, beginning at 7:00 p.m. at Station 61, 1296 W. Grand River, Williamston, MI 48895.

Roll Call (Agenda 2)

Voting Members Present:

Mr. Belanger, Mr. Duffy, Mr. Griffes, Ms. Hart,
Mr. Henley, Ms. Schoenborn, Mr. Wilbrink

Voting Members Absent:

None

Non-Voting Members Present:

Ms. Schultz

NIESA/ Employee's Present:

Director Michael Yanz, Deputy Chief Don Drent

Guests:

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, September 8, 2022.

Amendment: It is recommended item d. Finance be added under Discussion Items.

Mr. Belanger, seconded by Ms. Schoenborn, moved that the NIESA Board of Directors approve the agenda of the regular meeting held Thursday, September 8, 2022, as amended.

Ayes: 7 Nays: 0 Motion carried.

Dorothy recognized staff at the meeting—Ms. Hart welcomed staff members Adam House and Rod Pfeister to tonight's NIESA Board meeting.

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 August 11, 2022.

Mr. Henley, seconded by Ms. Schoenborn, moved to approve the August 11, 2022, minutes of the regular meeting, 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 August 2022.

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

Ayes: 7 Nays: 0 Motion carried.

Discussion Items (Agenda 8)

Parking Lot Repairs – Station 61—Director Yanz shared they received quotes for the crack and fill and decided to go with the least expensive quote in the amount of \$5,000 from Pride Sealing, LLC. NIESA is very happy with the crack and fill, as it is the best and thickest seal job ever completed.

Property – 703 E. Grand River, Vacant Lot Across from Old Williamston Fire

Station—Director Yanz shared an email was sent to Howard Hannah Real Estate, on behalf of the 703 E. Grand River property. NIESA received a market analysis with a suggested list price of \$80,000. NIESA originally paid \$72,500 for this property years ago. Howard Hannah Real Estate is willing to list the property in the amount of \$80,000 that includes a brokerage fee of \$300, plus a 6% sales commission fee. It is recommended this item be moved for action and listed under Action Items as Action Item d.

Mr. Wilbrink, seconded by Ms. Schoenborn, moved that Discussion Item b, be moved for action and listed under Action Items as Action Item d.

Ayes: 7 Nays: 0 Motion carried.

Training Policy—the NIESA Board was provided with a policy to administer a training program that will provide for professional growth and continued development of its members ensuring its members possess the knowledge and skills necessary to provide a professional level of service that meets the needs of the community. The NIESA board went through the document thoroughly and made multiple edits. It is recommended the Training Policy draft of 9/8/2022, be edited as indicated by Ms. Hart and brought back for action at the October 13, 2022, NIESA Board meeting.

Finance— Mr. Henley updated the Bank Balances/Investment Report/Bank Fees Report. Mr. Henley is now an authorized signatory at Independent Bank, but MSUFCU will need authorization from the NIESA Board along with Rusty Ackerman's Death Certificate before they can make him a signatory. Deputy Yanz will have Paula Curtis draw up a Resolution to remove Rusty Ackerman as a signatory. Director Yanz will also pull together a rough sketch of the budget so he and Mr. Henley can review line by line. Ms. Hart will work on setting up a Finance Committee meeting to review the budget.

Action Items (Agenda 9)

Approval of L-4029 – 2022 Tax Rate Request—the NIESA Board received the 2022 Tax Rate Approval of L-4029, completed for each unit of government for which property tax is levied for

the purpose of millage for General and for Building & Equipment.

Mr. Wilbrink, seconded by Ms. Schoenborn, moved to approve the L-4029, 2022 Tax Rate Request, as presented.

Roll Call Vote: Ayes: 7 Mr. Belanger, Mr. Duffy, Mr. Griffes, Ms. Hart, Mr. Henley, Ms. Schoenborn, and Mr. Wilbrink

Nays: 0

Motion carried.

MSUFCU Certificate of Deposit – Matures 9/25/2022-Reinvest or Cash Out.

Discussion: Director Yanz recommends a cash out of this Certificate in order to pay for ambulances.

Mr. Belanger, seconded by Ms. Schoenborn, moved to approve a cash out of the MSUFCU Certificate – maturing on 9/25/2022. Monies received from the cash out should be deposited into MSUFCU savings account.

Roll Call Vote: Ayes: 7 Mr. Belanger, Mr. Duffy, Mr. Griffes, Ms. Hart, Mr. Henley, Ms. Schoenborn, and Mr. Wilbrink

Nays: 0

Revenue Sharing Agreement Village of Webberville DDA—the NIESA Board received a proposed Revenue Sharing Agreement with the Webberville Downtown Development authority from McGinity, Hitch, Person & Anderson, P.C., Thomas M. Hitch, Attorney.

Mr. Wilbrink, seconded by Mr. Henley, moved to approve the proposed Revenue Sharing Agreement with the Webberville Downtown Development Authority from McGinity, Hitch, & Anderson, P.C., Thomas M. Hitch, Attorney, as presented.

Roll Call Vote: Ayes: 7 Mr. Belanger, Mr. Duffy, Mr. Griffes, Ms. Hart, Mr. Henley, Ms. Schoenborn, and Mr. Wilbrink

Nays: 0

Property 703 E. Grand River, Williamston—that the NIESA Board approve the market analysis from Howard Hannah Real Estate Williamston for the property located at 703 E. Grand River, Williamston in the amount of \$80,000, including a brokerage fee of \$300, plus a 6% sales commission fee.

Mr. Wilbrink, seconded by Mr. Griffes, moved to approve the listing of the property at 703 E. Grand River, Williamston with Howard Hannah Real Estate of Williamston using the Market Analysis listing price of \$80,000.

Roll Call Vote: Ayes: 7 Mr. Belanger, Mr. Duffy, Mr. Griffes, Ms. Hart, Mr. Henley, Ms. Schoenborn, and Mr. Wilbrink

Nays: 0

Motion carried.

Reports (Agenda 10)

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

Department Heads—Enclosed

- Monthly Summary Report – NIESA Education – Paula Curtis
- AccuMed Summary

Public Comment (Agenda 11)—None

Board Member Comments (Agenda 12)

Mr. Duffy shared a Facebook post concern. Facebook is NIESA's only outlet to speak with the public and the content being posted needs to be monitored by at least three board officers prior to any post. Mr. Duffy would like to see a social media Policy in place to ensure employees are not posting personal feelings. Director Yanz shared this policy will be created in Lexipol and currently any post is authorized by him.

Mr. Wilbrink thanked NIESA personnel for their efforts during the power outage.

Ms. Hart asked NIESA Board members to remember the lives lost on 9-11 and shared a reminder of Robert "Rusty" Ackerman's Visitation and Memorial Service announcement in today's board packet.

Mr. Wilbrink shared Memorial Lutheran will honor those first responders at a 9-11 ceremony.

ADJOURNMENT (Agenda 13)

Mr. Belanger, seconded by Ms. Schoenborn, moved that the NIESA Board meeting be adjourned.

Ayes: 7

Nays: 0

Motion carried.

The meeting adjourned at 8:44 p.m.

Respectfully submitted,


Kevin Duffy,
Board Secretary