

**Northeast Ingham Emergency Service Authority Board Meeting  
December 8, 2022**

**Call to Order (Agenda 1)**

The regular meeting of the NIESA Board was called to order by Chairperson, Hart, on December 8, 2022, beginning at 7:00 p.m. at Station 61 in Williamston.

**Roll Call (Agenda 2)**

Voting Members Present:

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

Voting Members Absent:       None

Non-Voting Members Present:       None

NIESA/ Employee's Present:       Director Michael Yanz, Pam Fraley, Jeff Slaton and  
Ron Cole.

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, December 8, 2022.

Mr. Rhines, seconded by Mr. Griffes, moved to approve the agenda of the regular meeting for Thursday, December 8, 2022, as presented.

Ayes: 7       Nays: 0                               Motion carried.

**Public Hearing for the 2023 General and Building & Equipment Budgets (Agenda 5)**

Mr. Wilbrink, seconded by Mr. Henley, moved to open the public hearing for the 2023 General and Building & Equipment Budgets at 7:03.

Ayes: 7       Nays: 0                               Motion carried.

Public Comment: None

Board Comments: Mr. Henley stated that NIESA is in a good position on building and equipment, but that the general fund is much tighter.

Director Yanz outlined two new necessary budget amendments. The first is two sets of tools that outlived their usefulness. Director Yanz has found used equipment that will cost \$40,000. The second is the need for seven new positive pressure fans. Old gas-powered fans are worn out and in need of replacement. Newer models are battery operated and cost roughly \$5,000 each. The \$75,000 for these items will need to come out of contingency.

Mr. Wilbrink, seconded by Ms. Schoenborn, moved to close the public hearing at 7:12.

Ayes: 7          Nays: 0                          Motion carried.

**Public Comment (Agenda 6)**

None

Chairperson Hart welcomed NIESA Staff in attendance.

**Approval of Minutes (Agenda 7)**

**Approval of Minutes**—that the NIESA board of Directors approve the minutes of the regular meeting held November 10, 2022.

Mr. Henley, seconded by Mr. Rhines, moved to approve the November 10, 2022, minutes of the regular meeting, as presented.

Ayes: 6   Nays: 0   Abstain: 1                          Motion carried.

**Approval of Consent Agenda (Agenda 8)**

**Approval of Consent Agenda**—that the NIESA Board of Directors approve the NIESA Check Account Summaries and Payroll Account Summaries dated November 2022.

Mr. Henley, seconded by Ms. Schoenborn, moved that the NIESA Board approve consent agenda Item 8, as presented.

Ayes: 7          Nays: 0                          Motion carried.

**Discussion Items (Agenda 9)**

**Webberville DDA Revenue Sharing Agreement** – Chief Yanz attended a recent Webberville DDA meeting where a potential revenue sharing agreement between the DDA and NIESA was discussed. Chief Yanz stated that the DDA is interested in a short-term agreement of one year and is willing to agree to an amount of roughly \$20,000. The board sees this as progress and is interested in sending a proposal to the Webberville DDA as soon as possible. The consensus of the board was that a short term agreement is acceptable, but that \$30,000 in revenue sharing is a more reasonable amount.

Mr. Wilbrink, seconded by Mr. Rhines, moved to add Revenue Sharing Agreement to Action Item d. on the December 8 agenda.

Ayes: 7          Nays: 0                          Motion carried.

**Training Policy** – Discussion was with regard to overtime hours accrued during training. Section “B (1) b.” of the training policy needs to begin with the word “overtime”. This will come back to the board as an action item in January.

**Action Items (Agenda 10)**

**Resolution 4 of 2022 – Fiscal Year 2023 General Appropriations Act**

Mr. Wilbrink, seconded by Ms. Schoenborn, moved that the NIESA Board of Directors adopt Resolution 4 of 2022 – Fiscal Year 2023 General Appropriations Act.

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

Nays: 0

Motion carried.

**Resolution 5 of 2022 – Fiscal Year 2023 Building & Equipment Appropriations Act**

Mr. Wilbrink, seconded by Ms. Schoenborn, moved that the NIESA Board of Directors adopt Resolution 5 of 2022 – Fiscal Year 2023 Building & Equipment Appropriations Act.

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

Nays: 0

Motion carried.

**2022 Budget Amendments**

Discussion: Mr. Rhines had questions regarding why there is a need for budget amendments for salary and benefits. Mr. Henley explained that the board decided to adjust pay scales to incentivize NIESA employment with NIESA during a period of time when NIESA was experiencing staff shortages.

Mr. Henley, seconded by Mr. Rhines, moved that the NIESA Board of Directors adopt the budget amendments as presented.

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

Nays: 0

Motion carried.

**Webberville DDA Revenue Sharing Agreement**

Mr. Griffes, seconded by Mr. Wilbrink, moved to authorized Director Yanz to prepare and deliver a proposed agreement to the Webberville DDA in which the Webberville DDA would pay \$30,000 to NIESA through March 31, 2024.

Ayes: 7

Nays: 0

Motion carried.

**Reports (Agenda 11)**

**Treasurer**-NIESA board received Bank Balance Investment Report.

**Committees**-None

**Director Yanz** provided his Monthly Director's Report. He, along with others from NIESA, recently participated in a Shop With a Hero event. Chairperson Hart asked is there has been

any interest in the vacant lot the NIESA has listed for sale and Director Yanz stated that there has not been any interest to date.

**Public Comment (Agenda 12)**

None

**Board Member Comments (Agenda 13)**

None

**ADJOURNMENT (Agenda 14)**

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

Ayes: 7

Nays: 0

Motion carried.

The meeting adjourned at 8:08 p.m

Respectfully submitted,



Kevin Duffy,  
Board Secretary