

November 6, 2008

The November 6, 2008 meeting of the NIESA Board was called to order at 7:02 pm by the Chairperson Charles Galbreath.

Voting Member Present: C. Galbreath, R. Lillwhite, R.. Hanna, N. West, R. Pollok, F. Wilbrink Absent: City of Williamston Representative

Non-Voting Members Present: R. Cole, R. Wiegandt

EMS / Fire Personnel Present: G. Risch, K Forrester, S. Davis, S McGuire, M. Flynn. R. Oesterle

Other: None

Guests: None

Consent Agenda (Agenda I):

Minutes to the October 2, 2008 regular meeting

Checking Account Summary October 2008

Adopted Resolution 3 of 2008

Operational Budget through October 31, 2008

Building & Equipment Budget through October 31, 2008

Capital Projects Budget through October 31, 2008

Mr. Wilbrink asked for clarification on Mr. Shuck's name, is it Regis or Reggie since the minutes use both names. Ms. Curtis advised that his legal name is Regis, she will amend the minutes.

Motion by Mr. Pollok to accept the minutes of the October 2, 2008 meeting as amended, seconded by Mr. Hanna. Motion carried.

Public Comment (Agenda II):

Mr. Lillywhite advised that he noticed that the fire signs still need to be moved from the old station to the new station. Mr. Galbreath stated that Wieland Davco was suppose to take care of getting the signs moved. He will check with them, and see if they will take care of contacting MDOT.

Sale of Building - 627 E Grand River (Agenda III-A):

Mr. Galbreath advised that Mrs. Estes had written another offer on the building, however the offer was incredibly low. He has counter but does not expect it to go any further .

Mr. Wilbrink asked if the City of Williamston had discussed Mr. Pratt's recommendation. Mr. Galbreath advised that it was on the City Council's agenda, but was tabled and not discussed.

The City Council did agree to return the good faith money to Mr. Lounsbury.

Office Lease Agreement- Leroy Township (Agenda III-B):

Mr. Galbreath advised that Mr. West had returned a signed copy of the lease agreement. He asked if any of the Board members had a problem with the agreement and if there was any discussion.

Motion by Mr. Wilbrink to authorize the Chairperson and the Secretary / Treasurer to sign the "Lease of the NIESA/ Leroy Township Fire Station" agreement as written, seconded by Mr. Lillywhite. Motion carried.

Review of Bylaws (Agenda III-C):

Mr. Galbreath asked if anyone had reviewed the NIESA Bylaws, and if they have any recommendations. Mr. Wilbrink indicated he had reviewed Mr. Hanna's comments. He asked what was deemed a "regular" member of the NIESA Board, and if the Member at Large position was considered a "regular" member position. Mr. Hanna, and Mr. Galbreath indicated that the "regular" member position was the primary member from the Units of Government and the primary Member-at-Large position. Discussion followed.

Mr. Wilbrink did not see the need for any major changes, but felt that the Bylaws needed to be followed more closely. Discussion followed.

Mr. Galbreath asked for volunteers to be on a committee to review the bylaws and recommend changes. Mr. Hanna, Mr. Wilbrink, and Mr. Lillywhite volunteered. Mr. Hanna recommended having the fire departments also review the recommendation made by the committee for their input.

Addition Old Business- Purchase of 315 W. Walnut:

Mr. West advised that he had called Attorney Adams regarding the status of the closure on the property, and was advised by Mr. Adams that he had spoken with the title company, and Attorney Titus. When Mr. West spoke with Titus, he indicated he had not spoken with Mr. Adams. Mr. Galbreath advised that he had also spoken to Attorney Adams and was advised that all the information had been forwarded to the appropriate parties. Discussion followed.

Mr. West and Mr. Galbreath will work to get this closing completed.

Mr. Lillywhite recommended that the Board review the professional agreement they currently have with Mr. Adams, and that they look into obtaining a different Attorney. He felt that the closure on the building should have been completed last month. Mr. West felt it was a good idea.

Motion by Mr. Lillywhite to investigate NIESA's options regarding attorney services, and obtain bids for services, seconded by Mr. Hanna. Mr. Galbreath asked the Board for the parameters regarding attorney options. It was agreed that they were looking for services on an "as needed" and "on-call basis." Discussion followed.

Committee Reports (Agenda V):

No Committee Reports at this time.

Comments from Department Chief's, Supervisors, Biller (Agenda VI):

Chief Flynn: Reported that the Leroy Township Station responded to 11 calls last month, 4 of the calls were for PI Accidents. Their training last month was a driving course with the Fire Engines. They put 15 people through the course.

Chief Siegel: Was unable to attend the meeting, but provided a written report on the calls responded to by the Williamston Fire Station. He also advised that he has two individuals attending the Firefighter I & II class at a cost of approximately \$500 per person, and has two individuals joining the Ingham County Hazmat Team.

Steve McGuire, EMS Supervisor: Reported that EMS responded to 66 calls in October. Of those 66 calls, 23 were refusals and 12 were taken by the Leroy Township Station.

Mr. McGuire advised that Tri-County EMCA is auditing all refusal calls for October, November, and December. Which requires Mr. McGuire to do extra paperwork. TCEMCA is also considering making a "chest pain" kit for the ambulances. Discussion followed.

Ms. Davis advised that Ambulance 16 was put into service, however it is back out of service for warranty work, and system upgrades. International is having trouble with the upgrades to the engine.

Mr. Wilbrink asked about the letter of appreciation from Mr. McGuire that was in the packets.

Mr. Galbreath advised that it was regarding an response in Williamstown Township for an unresponsive patient. Mr. McGuire was impressed with the number of Williamston Fire personnel that responded to the scene, and with their eagerness to assist the EMS personnel. He indicated that "If it were not for the quick response of the fire department and the team work between the EMS crew and the fire department personnel this call could have had a totally different outcome." And that it's "incidents like this that make me extremely proud to be a member of NIESA."

Mr. Galbreath, Biller: Reported that we have surpassed our projected Ambulance revenue for 2008.

Comments from Secretary / Treasurer (Agenda VII):

Ms. Curtis advised that NIESA does have a payment via credit card option they can establish. NIESA currently has a PayPal account that could be set up to receive payments. She will do further research regarding the fees and costs.

Ms. Curtis advised that Locke Township had used college students to create a website for the Township, and Mr. Galbreath indicated that they did a terrific job. So we are looking into getting some college students to work on NIESA's website. Discussion followed.

Fire Prevention week went well, and there is a summary report in the packets this evening. Ms. Curtis advised that the Williamston station did a presentations for over 1,000 students. Some of the activities were limited as a result of the weather. She provided the Board with trading cards that were made for the older students. The cards had a photo of Williamston's new fire station. Discussion followed.

Mr. Wilbrink asked if the Leroy Township station had done anything for Fire Prevention. Chief Flynn advised that the talked to the kindergartners and provided them with fire helmets. They gave the older kids ID bracelets that said "Stop Drop and Roll", and Calendar coloring books.

Comments from Board Members (Agenda VIII):

Nothing at this time.

Comments from Association Members (Agenda IX):

Mr. Wiegandt advised that the Williamston Firemen's Association had a very successful Pancake Breakfast during Fire Prevention week, and they are considering making it an annual event. He also wanted to remind the Board that Christmas Tree Sales are coming up.

Mr. Lillywhite and Mr. Galbreath indicated NIESA had not received a request to allow the association to sell trees. Ms. Curtis reminded the Board that Ox Roast and Christmas tree sales were specifically mentioned in Resolution 3 of 2008, and should not require permission from the Board.

Public Comment (Agenda X):

Mr. Oesterle had a couple of questions. He indicated on the checking account summary it indicated \$2,000 to Siegel's Body Shop for Engine 3. Wondered what it was for, and if the vehicle was completed and when it would be back in service. Ms. Curtis advised she could provide him with a copy of the bill to review. Also Chief Siegel is not present to advise of the status of the vehicle, however it was her understanding that he discovered several wiring problems while working on the repairs.

Mr. Oesterle reminded Mr. Galbreath that several months ago, they had discussed an issue regarding it being a conflict of interest for fire personnel to be voting members on the Board. He stated that Mr. Galbreath was suppose to bring the topic up for discussion with the Board. What is the status of that issue? Mr. Galbreath advised that it had been brought up several months ago, but nothing was decided. He indicated it would be put on the agenda for next months meeting for discussion

Closed Session (Agenda XI):

No longer necessary to have a discussion regarding personnel issue.

Adjournment (Agenda XII):

Motion by Mr. Hanna to adjourn the meeting at 8:11 pm, seconded by Mr. West. Motion carried.

Paula M Curtis, Secretary/Treasurer

Date