

December 4, 2008

The December 4, 2008 meeting of the NIESA Board was called to order at 7:03 pm by the Chairperson, Charles Galbreath.

Voting Members Present: C. Galbreath, R. Cole, R. Lillywhite, F. Wilbrink, J. Pratt

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

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

Other: None

Guests: None

Consent Agenda (Agenda I):

*Minutes of the November 6, 2008 Regular meeting;
Checking Account Summary November 2008:
Adopted Resolution 9 of 2008
Operational Budget through November 30, 2008
Building & Equipment Budget through November 30, 2008
Capital Projects Budget through November 30, 2008*

Motion by Mr. Lillywhite to accept the consent agenda as presented, seconded by Mr. Wilbrink. Motion carried.

Public Comment (Agenda II):

None at this time.

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

Mr. Galbreath reported that we received an offer on the building for \$100,000. He countered with \$212,000. Mrs. Estes contacted Mr. Galbreath, and advised that the individual was going to counter with \$105,000. She asked Mr. Galbreath for his bottom figure, which he provided. She advised the buyer and has heard nothing further, so they are assuming it is a dead issue.

Mr. Galbreath stated that the property has been shown a couple of times by a realtor from Livingston County, but they've received no feed back nor any offers.

Review NIESA Bylaws (Agenda III-B):

Mr. Galbreath advised that the committee members had met concerning the bylaws, and a draft of the revisions are included in this evenings packet. He asked the Board members to review the recommendations and they will begin discussions next month.

Closing on 315 W Walnut (Agenda III-C):

Mr. Galbreath advised that last month Mr. West indicated that the Leroy Township's attorney and the title company had not heard from Mr. Adams regarding the closing on the property.

Mr. Galbreath stated he had not contacted Mr. Adams concerning the issue, but when Mr. Adams received the agenda for tonight's meeting he called the NIESA office. Ms. Curtis advised Mr. Adams that NIESA was reviewing their professional service agreements.

He then contacted Mr. Galbreath, and was advised the same thing but Mr. Galbreath also told him about the Board's concerns and dissatisfaction with regard to the progress of the closing. Mr. Adams reminded Mr. Galbreath that he had forwarded a copy of an email he sent to Brent Titus on October 3, 2008. The email confirmed the items that Mr. Adams was waiting for Mr. Titus to produce.

After his discussion with Mr. Galbreath, Mr. Adams emailed Mr. Titus and Mr. Boettcher advising them it had been two months since he sent a request for information. Mr. Boettcher responded to the email asking Mr. Adams to "please accept my apology. I have completely dropped the ball on this file for both you."

On December 3rd, Mr. Adams provided a letter to the Board regarding the status of the closing, and the areas he is still concerned with. Mr. Adams does not feel the closing will be able to take place until after the first of the year given the issues that still need to be addressed, however he felt that all of the issues could be resolved or cleared up except for the mineral rights held by the State of Michigan. Discussion followed.

One of the biggest issue is for Leroy Township Firefighters Association to get their paperwork up to date, so they can prove they are a legal entity. They have not filed the necessary paperwork with the State of Michigan in four years. They also need to provide NIESA with a quit claim deed.

Chief Flynn advised that the association was scheduled to meet with Attorney Tina Gray to get their paperwork in order, however he does not know if that has taken place yet.

Mr. Galbreath will contact Mr. West to discuss the issues that still need to be resolved and see what the Township's plan of attack will be.

Full time & Per Diem Paramedic Positions (Agenda III-D):

Mr. Galbreath advised that after conferring with the Personnel Committee, NIESA offered the full time paramedic position to Kim Reichle. She was currently working as a per diem paramedic for NIESA, and was the only per diem paramedic that was interested in the full time position. They have also received at least three other applications from paramedics. One of the three was not interested in the working per diem, however another is and they are scheduled to start their training time next week.

Mr. Galbreath also advised that NIESA has an employment ad on the Tri-County Emergency Medical Control Authorities website.

Mr. Wilbrink asked how many per diem paramedic openings NIESA had available. Mr. Galbreath advised that they would like to hire at least 3 or 4 more per diem paramedics.

Receiving Payments via Credit Cards (Agenda III-E):

Ms. Curtis advised that she had emailed paypal for more information, however had not received an answer yet. She will try to have more information for the January meeting.

Moving Fire Department Signs (Agenda III-F):

Mr. Galbreath advised that he is still wrangling with Mr. Granger regarding getting the signs moved. Chief Siegel suggested that he contact the architect Bob Wight regarding the issue. It was his understanding that Mr. Wight had said he would take care of getting the signs moved.

Snow Removal Bids (addition to agenda):

Mr. Galbreath advised that they had received a bid from Williamston Snow Removal, and from Dan's Services to provide snow removal for the NIESA / Williamston Fire Station. Mr. Wilbrink asked if Meridian Lawn care had responded. Ms. Curtis advised they had not.

Discussion followed.

Motion by Mr. Lillywhite to accept the proposal from Dan's Services to do the snow removal for the NIESA / Williamston Fire Station, seconded by Mr. Wilbrink. Motion carried.

Bid for Professional Services -Attorney (Agenda IV-A):

Mr. Galbreath advised that a draft of the attorney letter was in the packets this evening, if it meets the Board's approval it will be sent out. Ms. Curtis advised that she had received a recommendation from Mr. Lillywhite to send the letter to John Gormley, and she planned on sending it to the local attorney's, Tina Gray, David Jones, and Mark Adams. She asked for additional recommendations. The Board members recommended Malcolm McKinnon, and Tom Hitch.

Warning Siren at Leroy Township Hall (Agenda IV-B):

Mr. Galbreath advised that Leroy Township currently owns the siren that is located at the Leroy Township Hall, and they don't plan on taking the siren with them. NIESA may need to discuss what to do with the siren. Does NIESA want to take responsibility for the maintenance and repairs of the siren. Discussion followed.

Mr. Lillywhite recommended that we just leave it as is, we advised the Village we would do what we could to operate the siren, and as far as maintenance he did not feel that was an issue. The Board felt they should just maintain the status quo for now.

Conflict of Interest- Fire Personnel on NIESA Board (Agenda IV-C):

Mr. Galbreath asked if there was any discussion regarding this issue. Mr. Wilbrink advised he could see it both ways, and felt the Board needed to rule on it one way or another.

Mr. Galbreath felt that it was only an issue a few times, and if an individual is on the fire department they should abstain from voting on issues that concern their department. Similar to what he did at the previous meeting when the Board was discussing the Member at Large position. Discussion followed.

Mr. Wiegandt also did not feel it was an issue as long as the individual abstain from voting on issues effecting their department. Mr. Pratt agreed.

The Board felt they should just maintain the status quo, regarding allowing fire department personnel to be members of the NIESA Board.

Building Committee- NIESA/ Leroy Township Building (addition to agenda):

Mr. Galbreath felt that the NIESA needed to appoint a building committee for the NIESA / Leroy Township building. Mr. Cole reminded Mr. Galbreath that there is already a building committee. He advised that the committee was comprised of Mr. Hanna, Mr. West, Mr. Wiegandt, Mr. Wilbrink, Mr. Lillywhite, and Mr. Cole.

Mr. Galbreath advised that the Leroy Township Fire Personnel had met with Mr. Wight from Hobbs and Black to revise the previous building plans. Mr. Cole asked why they were not advised of the meeting. Mr. Galbreath advised that he was not aware of the meeting until after it occurred. However he and Mr. Lillywhite had seen the revised plans. Both liked the revisions. Discussion followed.

Mr. Wilbrink indicated that the NIESA may be able to save some architect fees by having the contractor draw up the construction plans. Mr. Galbreath reminded the Board that they had already paid Hobbs and Black to get the NIESA/ Leroy Township building through the phase one of the development.

Mr. Galbreath advised Chief Flynn that the Building Committee needs to be advised of any further meetings with Mr. Wight concerning the building plans, and that the meetings need to be posted at both the NIESA / Leroy Township , and NIESA/ Williamston . He also reminded everyone that they are all welcome to attend the meetings.

Committee Reports (Agenda V):

Nothing at this time.

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

Chief Siegel: Reported that Williamston Fire responded to 13 calls in November, three structure fires of which two were mobile homes, down power lines, and assist to the ambulance.

He advised that he had received the new tires and rims for Rescue 6, and they would be starting driver training. Truck 4 is "semi" in service. He has received the hose, and the air packs, but the rest of the equipment will be purchased out of next years budget. He has also sent two air packs in for updates, and pump test were performed on Engine 1. It passed.

On December 20th, Williamston Fire will be working with Williamston Police Department to perform safety seat inspections and training. They will be pulling the vehicles into the station. It will run from 10:00 am to 4:00 pm.

Chief Siegel indicated that he has been having trouble getting someone to work with him on getting the vehicles lettered. The companies he has contacted will not return his calls. Ms. Davis is going to provide him the name of an individual that does lettering. Discussion followed.

Chief Flynn: Reported that Leroy Township Fire responded to 5 calls last month, two vehicle accidents and one pig shed fire. Also Aldi's had a fire alarm, but it turned out to be burst water lines.

The engines were gone through and the flow testing was performed. Everything passed.

Sherry Davis, EMS Supervisor: Reported that the ambulance responded to 70 calls last month. 15 of those calls were refusals, and 15 calls were taken by the Leroy Township crew.

Comments from Secretary / Treasurer (Agenda VII):

Ms. Curtis advised that the annual back flow certification testing had been performed at both stations. The Williamston station has two back flow valves, and the Leroy Station has one. Also all of the extinguishers have been checked at both stations.

Comments from Board Members (Agenda VIII):

Mr. Galbreath had a few comments. He indicated that it has been brought to his attention that it appears that some of the Williamston personnel have shared their door codes with other individuals and family members. We have individuals coming into the station who are not employees of NIESA. With the Board's permission he would like to check into the cost of obtaining locks that use magnetic ID cards to operate exterior doors. Discussion followed.

Ms. Curtis was directed to check into the cost of installing magnetic ID locks on the three exterior doors.

His other concern was the issue of the driving fire apparatus on Churchill Downs, it needs to stop and if it doesn't NIESA will need to institute some consequences for not following the guidelines. He indicated it was not his choice or NIESA's choice to not allow fire vehicles on Churchill Downs, but it was a condition to obtain the special use permit. The planning commission would not move the special use request forward so the building could be constructed.

Mr. Pratt felt the limitation was nonsense, and thought the issue should be revisited. Mr. Galbreath agreed, but initially the planning commission insisted on the condition. Mr. Pratt also felt it was a safety issue. Mr. Oesterle pointed out that with the exit signs only at the Grand River access to the building, individuals could be ticketed for entering from Grand River, so how are they suppose to get the vehicles back into the station. He suggested changing the signs. Discussion followed.

Mr. Pratt asked Ms. Curtis to provide him with a letter of NIESA's regarding the issue, so it

could be address at a future City Council meeting.

Mr. Pratt wished everyone a happy holidays.

Comments from Association Members (Agenda IX):

Mr. Oesterle advised that it was his understanding that a portion of the 4 million dollars obtained to build the NIESA / Williamston was to be used for the NIESA/ Leroy remodel. But then the Board was inform that it could not be used for the NIESA/ Leroy location. Mr. Galbreath advised that the money could by use for NIESA/ Leroy but they would need to amend the IPA agreement. Mr. Oesterle asked how much was left of those funds, and Mr. Galbreath advised approximately 1 million. He also indicated that if the NIESA/ Leroy project comes in higher NIESA will need to look for additional funding.

Mr. Oesterle asked if that meant going back to the voters. Mr. Galbreath advised it did not. Discussion followed.

Mr. Wiegandt advised that Christmas trees sales were under way at the Williamston location, and we are having a good response.

Mr. Oesterle advised that Santa will be coming to the Leroy location at 7:00 pm on Saturday the 6th.

Public Comment (Agenda X):

Nothing at this time.

Adjournment (Agenda XI)

Motion by Mr. Pratt to adjourn the meeting at 8:00 pm, seconded by Mr. Lillywhite. Motion carried.

Paula M Curtis, Secretary

Date