

March 6, 2008

The regular meeting of the NIESA Board was called to order at 7:05 pm by the Chairperson, Charlie Galbreath.

Voting Members Present: C. Galbreath, R. Couturier, N. West, F. Wilbrink, R. Hanna, R. Lillywhite, R. Pollok

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

EMS/ Fire Present: G. Risch, B. Siegel, M. House, M. Flynn, E. Nims, S. Davis, M. Greko, C. Chamberlain, K. Forrester, T. Grant

Other: Howard Dahlstrom, Williamstown Twp Clerk

Guests: None

**Consent Agenda (Agenda I):**

*Minutes of the February 7, 2008 meeting:* No comment.

*Checking Account Summary February 2008:* No Comment

Motion by Mr. Lillywhite to approve the consent agenda as presented, seconded by Mr. Couturier. Motion carried.

**Public Comment (Agenda II):**

None at this time

Mr. Galbreath requested a motion to add two items under old business, one regarding the transporting of the Telesquirt back from Florida, and a second regarding Lawn Maintenance.

Motion by Mr. Lillywhite to add to the agenda, under old business; Transporting Telesquirt from Florida (III-F) and Lawn Maintenance (III-G), seconded by Mr. Wilbrink. Motion carried.

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

Mr. Galbreath advised the Board that NIESA had received an offer for the 627 E Grand River building in the amount of \$175,000. He has spoken with Lisa Hitchcock regarding the matter, and initially decided to counter at \$240,000, however after discussion with Lea Estes from Smeak Reality, he countered with \$210,000. Discussion followed.

We are waiting to hear from the buyer regarding the counter offer.

Mr. Wilbrink asked if the City of Williamston would provide a tax break to the buyer. Mr. Galbreath advised it hadn't been discussed with the City of Williamston, but felt it would not be an option. Currently the property is zoned appropriate for the buyers intended use.

**Agreement Leroy Firefighters Association (Agenda III-B):**

Mr. Galbreath advised that last Thursday he, Mr. Wilbrink, and Mrs. Whelton met with representatives of the Leroy Township Firefighters Association to discuss the use of NIESA property for Ox Roast, and the Association's interest in the out-buildings located on the Leroy Township property.

They came to an agreement that the use of NIESA property for the Ox Roast, as well as the use of NIESA property for the sale of Christmas trees, is best addressed by a NIESA SOG/ policy rather than in an written agreement. Discussion followed.

Concerning the Associations interest in out-buildings located on the Leroy Township property, that will need to be addressed in a written agreement. Basically both parties agreed with the points outlined by Leroy Township, in their counter offer to NIESA for the sale of the Leroy Township hall. The one issue is regarding the \$5,000 to re-build the cooking pavilion, since it will probably need to be moved as a result of the remodel. Mr. Galbreath has checked with Attorney Adams, and NIESA can not use public money for that purpose. NIESA can not gift money to an organization. Discussion followed.

Mr. Galbreath advised that Attorney Adams will be drafting the agreement once all the points are agreed upon. He will also be contacting the Association to met again regarding cooking pavilion issue.

**Purchase Agreement Leroy Township (Agenda III-C):**

Mr. West advised that the Township Board discussed the sale of the building at their meeting, and they approve of the revised agreement forwarded by NIESA, however they want to see the written agreement between NIESA and the Firefighters Association before they proceed.

Mr. Lillywhite asked that Mr. Galbreath to expedite the meeting with the Association so we keep moving forward on this issue.

**Open House (Agenda III-D):**

Ms. Curtis advised that things were moving forward with the open house. Invitations have been printed, and will be going out next week. If any of the Board members have specific individuals they would like invited, please let her know.

She and Mrs. Whelton have be researching different items to use for the dedication of the meeting room to Kirt Hunt, but no decision has been made. Mr. Risch will be going with them up to Perry to look at a few more items and hopefully a decision will be made shortly.

Ms. Curtis will also be meeting with the Williamston officers, and anyone else who would like to be involved, next Monday at 5:00pm to go over the preliminary plans for the open house.

**ISO (Agenda III-E):**

Mr. Galbreath advised that after reviewing the Fire Survey form ISO he discovered that there is really nothing for the Townships to complete on the form, other than designating an individual to be the contact person, and signing it. He will be giving the survey forms to both Fire Chiefs for them to complete, and will also get with the City of Williamston and the Village of Webberville for them to assist with the completion of the water survey portion.

Once he gets all of the information compiled he will bring them back to the units of government for signature, and forward them as a group with a cover letter to ISO.

**Bringing back squirt (Agenda III- F)**

Mr. Lillywhite advised that Mr. Hitchcock will be unable to transport the Telesquirt back from Florida. He does not have, and can not locate, a trailer that will hold the vehicle.

Mr. Galbreath felt there were a couple of options. One is to check with Ten 8 in Florida and see what they can do for us. Another is to fly Mr. Lillywhite down to Florida and have him drive the vehicle back to Michigan. Chief Siegel indicated he would rather trailer the vehicle back to Michigan than drive it back, and ask the Board the maximum amount they would spend. Mr Galbreath advised \$3,500 to \$5,000. Discussion followed.

Mr. Couturier advised that he would check with Shroyer's, they be able to assist with transporting the vehicle.

Chief Siegel stated that the Board should send someone down to inspect the vehicle prior to taking delivery. It would be a quick trip. Mr. Galbreath asked Chief Siegel to anticipate the trip as far in advance as possible, and get a flight booked, to minimize the cost. Discussion followed.

**Lawn Maintenance (Agenda III- G):**

Mr. Galbreath stated it's his understanding that Mr. Wiegandt and Mr. Risch are willing to do the lawn maintenance for the Williamston Station, and the Leroy Township Station in the future.

Mr. Wiegandt advised that they would do the work. He suggested not purchasing any lawn equipment at this time. He suggested renting Mr. Risch's mower. Discussion followed.

Mr. Galbreath asked Mr. Risch to give them a quote on what he would want to rent his mower, and for a point of comparison NIESA will get bids from an outside company. Discussion followed.

**Additional Business- Rescue Truck - Leroy Township:**

The committee has met and has the specifications for a new vehicle 80 percent completed. Should have information hopefully by next meeting

**New Business:**

**Fitness Room Use Standard Operating Guideline (addition to agenda)**

Mr. Galbreath advised that a Standard Operating Guideline, Fitness Room Use was in the packets this evening, for the Board's approval.

The Fitness room currently has three pieces of equipment, a treadmill, an elliptical machine, and a weight machine. These items are getting considerable amount of use, and NIESA needs a guideline. Discussion followed.

Motion by Mr. Pollok to approve the Standard Operating Guideline, Subject: Fitness Room Use, as written, seconded by Mr. Lillywhite. Motion carried.

**Building Committee (Agenda V-A):**

*NIESA / Williamston Fire-*

Mr. Galbreath advised that there are still punch list items that need to be completed, and a few new issues have arouse. Most of the issues are small, related to finishes on the walls, and paint.

They have come in and installed additional bracing above the meeting room to address the issue of the interior walls moving. Upon inspection of the work done, it was felt that additional bracing is needed. Discussion followed.

*Leroy Township Building Project-*

Is on hold until the Leroy Township Building purchase is completed.

**Finance Committee (Agenda V-B):**

Nothing at this time.

**Personnel Committee (Agenda V-C):**

Nothing at this time.

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

**Sherry Davis, EMS Supervisor:** Reported that the ambulance responded to 72 calls in February. Fifteen were refusals, ten calls were on I-96, and twelve were answered from the Leroy Township Station. Also the heart monitor received from Medtronic is still not in service because we are missing some cables.

**Chief Siegel:** Reported that the Williamston station responded to 16 calls in February. Most of the calls were extrication or assist to the ambulance. Also had some calls regarding carbon monoxide alarm activations.

He advised that the things are progressing with the Telesquirt. There have been a few minor repairs issues that had to be addressed, and hopefully we will take deliver some time in April. Mr. Galbreath asked if it would be here for the open house. Chief Siegel was not sure.

Regarding the new ambulance, Chief Siegel had spoken with Horton today regarding the lettering, and we should have that unit some time next monthl. He was also finally able to order the new radios for both units.

**Chief Flynn:** Reported that the Leroy Township Station responded to 11 calls in February. This month's training for the personnel is going to be on the ambulance, getting familiar with were the equipment is and how to work the cot etc. Next month is a re-certification in CPR with Bob Ott, and in May twelve of his personnel will be participating in "flash over" training at LCC. There is no cost for the training at LCC as it is all covered by a grant.

Also the radios will be reprogrammed in the next few months. Discussion followed regarding the radio system.

**Comments from Secretary / Treasurer (Agenda VII):**

Ms. Curtis advised that Mr. Hanna has learned a portion of the Treasurer's position. He is primarily working on the payroll at this time.

**Comments from Board Members (Agenda VIII):**

Nothing at this time.

**Comments from Association Members (Agenda IX):**

Mr. Wiegandt advised that the Williamston Station will be doing Ice Rescue training this weekend, and if anyone is interested in attending they are more than welcome. The training this year will be in a pond in Williamston Estates off of Beeman Road.

Mr. Nims asked Mr. Galbreath if he had received the information on leasing vehicles, regarding the rescue unit for the Leroy Township Station. Mr. Galbreath advised had.

Mr. Siegel suggested if the Board purchases a new vehicle for the Leroy Township Station, they strongly consider getting bond insurance on the purchase. He stated there are several fire vehicle manufacturers that are in financial trouble. He advised that American Le-France has filed Chapter 11, and E-One is also in trouble. Discussion followed

**Public Comment (Agenda X):**

Nothing at this time.

**Adjournment (Agenda XI):**

Motion by Mr. Lillywhite to adjourn the meeting at 8:03 pm, seconded by Mr. Pollok. Motion carried.

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Paula M Curtis, Secretary / Treasurer

Date