

Elsie Area Fire Association  
140 W Maple St  
Elsie, MI 48831

Elsie Area Fire Association Board Minutes for Board Meeting on October 9, 2024

Members Present: Green, Bowen, Zemla, Wooley, Maynard and Freeman

Fire Department Members Present: McNamara

Members Absent: None

Guests: Witt, Hall, Helt, M. Helt, Arnett, Saul, Peterson, Tabor, Ron Maynard, Todd Carroll and Chief Bryce

Called to order by Green at 6:02 pm

The board and guests stood for the pledge of allegiance to the flag.

Zemla made the motion to approve the agenda as presented. Freeman supported the motion and motion carried.

Wooley made the motion to approve the minutes from the September 11<sup>th</sup> meeting as presented. Freeman supported the motion and motion carried.

Zemla made a motion to approve the Treasurers report with the following balances: \$86,524.94 in checking and \$44,485.86 in the money market. Wooley supported the motion and motion carried.

Zemla made a motion to approve the bills, checks & ACH debits, in the amount of \$7,463.42 for September and \$4,913.89 for October. Freeman supported the motion and motion carried.

Freeman made a motion to amend the budget in the following areas: take \$6165.21 from Unallocated Balance and move to: \$17 Dues & Subscriptions, \$129 to Legal Fees, \$86.02 to Payroll Tax, \$477 to Software, \$2851.89 to Vehicle Repair, \$2604.30 to Uniforms. Wooley supported the motion and motion carried

Chief McNamara will email the board his Chief's report. He gave a verbal updated which included: recruitment of new firefighters and rescue staff, two new firefighters will be going through Fire School starting in January, new meeting & training schedule for fire department personnel and the pinning/promotion ceremony date and time is yet to be determined. Captain Witt announced that the officers nominated Chief McNamara as Firefighter of the year through the American Legion. May hear back after the first of the year.

#### Old Business

- 1 Update on Building Maintenance: No Update
- 2 Update on Tool Crib/ Vehicle Maintenance: Operational Readiness Report, included, was presented and discussed. The pump for Engine 2 must be completely rebuilt. McNamara reached out to the DNR regarding the UTV and the Brush Truck, he is waiting to hear back from them.
- 3 Update on Fire Department Gear/Inventory Update: They have a nice work area now and they are continuing to clean up all old equipment.
- 4 Firefighters Association – The Fire Firefighters Association will be voting on the new by-laws on October 20<sup>th</sup>. Captain Witt and Bowen are working on the financial in order to be able to file for the new 501c3. Witt stated that the Association should be ready to start filing shortly after the 20<sup>th</sup>.
- 5 Association/Authority Bi-Laws: Currently on hold until after the November election
- 6 Engine 1/Ambulance/Trailer for sale update - The ambulance was sold for \$17,000. Green is waiting to hear back from Pat Ehlert regarding the Engine 1 for scrap. The trailer has been emptied and

- cleaned. Working on getting the glue off from the lettering. Once that has been completed, the trailer will be listed for sale.
- 7 Spectrum Update: The new Spectrum has been installed. Chief McNamara is making sure the fax and phone line work prior to canceling the existing. At the Village Council meeting on Tuesday evening, it was voted that the Village of Elsie will be paying the Fire Department about \$2502 for the previous Spectrum bills that the Fire Department paid because the ex-Treasurer set the payments to automatically come out of the Fire Department account.
- 8 Huntington Bank Update: Bowen is working with Glenn Pung from Huntington Bank and Lana Goodrich from Journey Federal Credit Union. A stop payment was placed on Huntington Bank from debiting their account going forward. There was a \$29 stop payment fee. Lana provided Glenn with information as to the account the debit was going to and Glenn will continue to research on his end. Chief Bryce stated that there is still an active credit card with the last transaction in July 2024. It is possible there is a negative balance around \$600 that may be due to the Fire Department. Bowen will continue to work with Huntington Bank and Chief Bryce to solve this ongoing issue.
- 9 Audit Update – Bowen reported that she had submitted documents to the auditor to begin his review. He replied with a list of items that were still needed including recreating ledgers for 2023. Bowen reached out to the Credit Union to research and provide copies of all checks written as well as deposits. There was a \$400 research fee – 8 hours at \$50 an hour. Bowen will continue to work on the outstanding items.
- 10 Letters of Preservation/FOIA Update: The text messages were provided to the Associations attorney for review. Options were given to send a redacted copy of the text messages, limiting information that was sent or be full transparent and send everything. Everything will be sent to the Grinnell’s attorney later this week.
- 11 Village of Elsie Update: Chief Destinee Bryce is the new intermediate Village Manager and will be the contact person with the Fire Department going forward. The lease agreement is still on hold.
- 12 Missing items from ex- Assistant Chief – Carroll had requested the Uniform, Brass and charger from Grinnell. Grinnell stated the charger was given back to Ormes and the brass from the uniform will not be returned to the fire Department. Chief McNamara will look into purchasing a new charger for the Shiawassee pager.
- 13 Auxiliary Feedback/Returned Items: Chief McNamara stated there has been no feedback since mailing the letter. Captain Witt is looking into closing the Auxiliary account.
- 14 Other Old Business: Pop cans – Captain Bowen had called the company in Owosso that Zemla recommended and they will not take the pop cans back. Chief McNamara ensured the board the pop cans would be taken care of asap.

#### New Business:

- 1 The department hired a new firefighter and they quit after the first meeting. It was discussed that the department should still pay the firefighter for the meeting they attended. A check will be cut during the next payroll cycle.
- 2 Bowen updated the board on a Subpoena request regarding the late Zach Miller. Bowen provided the income documentation requested.
- 3 Zemla made a motion to write a check to the Elsie Area Firefighters Association for \$7000 from the sale of the ambulance. Freeman supported the motion and motion carried.
- 4 Building Insurance: Zemla made a motion to switch the building insurance from the Fire Department policy with MML to the Village of Elsie’s policy with MML. Wooley supported the motion and motion carried. Bowen will reach out to Diane, the Account Executive, copy Chief Bryce and let her know about the change.
- 5 No other new business

Guest Comment: The fire department will be hosting a Halloween party after trick or treating. Hot dogs, cider and donuts will be provided.

Wooley made a motion to adjourn the meeting at 7:19 pm. Bowen supported the motion. Motion carried.

Next meeting: November 13, 2024 at 6:00 pm

Respectfully submitted,

Amy Bowen  
Secretary/Treasurer