

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

Elsie Area Fire Association Board Minutes for Board Meeting on August 21, 2024

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

Fire Department Members Present: McNamara

Members Absent: None

Guests: Witt, Hall, Helt, Bowen, Arnett, Tabor, Peterson, Brock, Ron Maynard

Called to order by Green at 6:00 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.

Zemla made the motion to approve the minutes from the July 10th meeting with the correction of the “Just Culture Policy” instead of “Trust Culture Policy”. Wooley supported the motion and motion carried.

Zemla made a motion to approve the Treasurers report with the following balances: \$126,219.84 in checking and \$44,394.09 in the money market. Freeman supported the motion and motion carried.

Freeman made a motion to approve the bills, checks & ACH debits, in the amount of \$1795.76 for July and \$12,210.96 for August. Zemla supported the motion and motion carried.

Wooley made a motion to amend the budget in the following areas: take \$1126 from Unallocated Balance and move to: \$1126 Legal Fees. Freeman supported the motion and motion carried.

Chief McNamara provided the board with a report on the department and later emailed the report, attached. His report included: goals, updates from the County Chief’s meetings, surrounding department relationships and the need for updating the pagers in the next years budget.

Old Business

- 1 Update on Building Maintenance: Chief McNamara stated they will be purchasing a new lock for the tool room with limited access. They are currently looking at a project of closing off the inventory area so personnel will not be able to take what they need without it being properly recorded. Will and Saul will work together on this. Chief is still looking into who will be best to have access to the camera’s that are located on the outside of the building. There is discussion about closing off the outside generator.
- 2 Update on Tool Crib/ Vehicle Maintenance: The firefighters association donated \$500 to provide Hall with the tools needed to work on the fire departments trucks. Zemla made a motion to match the \$500 provided by the firefighters association for Hall to purchase all the tools needed, Wooley supported the motion and motion carried. Chief was going to contact the DNR to see if they were interested in the Brush truck & the UTV back and to see if there were any other brush trucks available. Hall presented the Operational Readiness Report.
- 3 Update on Fire Department Gear/Inventory Update: Witt and team are working on inventory weekly. He is hoping to have this project completed by next weekend. The department will need all new gloves next year due to them expiring.

- 4 Update on Medical/Non-Filed Rescue Reports: Chief McNamara reported there were no new missing reports. Tri-County was satisfied with the action the Board took and the changes that the Fire Department made to make sure there was not going to be the same issue again.
- 5 Firefighters Association – Federal Tax Exemption Status Update & Account – New officers for the firefighter’s association have been assigned. Tabor is the new Secretary/Treasurer, B Ormes is a trustee and Brock is a trustee. The bylaws for the firefighter’s association will need to be rewritten before the association can apply for the 501C3. Discussion for the annual firefighter’s association dance needs to start taking place. If the dance does not take place in 2025, it will be hard to get it started back up. Discussion took place if the funds for the dance could go through the fire associations account. President Green was going to investigate this.
- 6 Association/Authority Bi-Laws: Currently on hold until after the November election
- 7 Engine 1/Ambulance/Trailer for sale update - No updates on the sale of the engine, ambulance or trailer. Assistant Chief Arnett stated that they have permission to move the Ambulance to Al-Par-Peet on M-21 just outside of Ovid.
- 8 Spectrum Update: Treasurer Bowen has called Spectrum and is waiting for a call back from them to see what plans they will offer the Fire Department for internet, phone & fax. Bowen stated she received another bill from Spectrum in Shane Grinnell’s name. It was decided that the Fire Department would not pay the bill due to it being in Shane’s name and Freeman was going to discuss this bill with the Village President.
- 9 Department Survey – Chief McNamara would like to conduct another survey around the first of the year. There has been positive feedback already with the changes being made.
- 10 Audit Update – On Hold
- 11 Letters of Preservation/FOIA Update: Treasurer Bowen sent Mr. Rucker, the Grinnell’s attorney, a response to the FOIA request, denying some of the request and requesting a “good faith deposit” prior to providing any documentation. Mr. Rucker has 48 days to provide the “good faith deposit” and if nothing has been received by that time, the FOIA request is denied.
- 12 Pop Cans: The pop cans need to be taken back to the store as soon as possible
- 13 Other Old Business: None

New Business:

- 1 Six Month Review – Auxiliary – Chief McNamara informed the board that effective August 21, 2024 the Auxiliary was going to be dissolved. Chief will be sending letters to the Auxiliary personnel to let them know and request any financial, debt cards, equipment that they had in their possession. Several wives of the firefighters had commented that they would gladly provide the firefighters with water, snacks, etc., if needed.
- 2 Village of Elsie
 - a. Lease Agreement – The Village Manager emailed a proposed lease agreement between the Village of Elsie and the Elsie Area Fire Association. The lease agreement was discussed in length and it was decided that there would be no action taken on the lease agreement until January 2025.
 - b. Contact Person – The Village Manager & the Police Chief are no longer responding to questions regarding the fire department. The Fire Association board is requesting a new contact person. Freeman will continue to work with the Village President.
 - c. Spectrum – Previous Billing – The Fire Department had been paying the Village of Elsie’s portion of the Spectrum bill since 2023. The Treasurer has tried to reach out to the Village Manager, Village Council & the Village President to try to get this resolved and it still has not been resolved. Freeman stated he would talk with the Village President again and present him with the documentation the Treasurer has previously sent.
 - d. Heating, A/C & Light Usage - It was reminded to the fire department personnel to be frugal with the heating, A/C & Light Usage with the Village of Elsie paying the bill.

- e. Annual Contribution amount of Village – The Village of Elsie would like an amount that they should contribute to the Fire Department each year. This is currently on hold and will be discussed at a later date.
- 3 Vehicle Deductible – Village of Elsie is wondering if the Fire Department would increase the deductible from \$500 to \$5000 to keep the premium down. It was decided to leave the deductible at the current \$500 deductible.
- 4 Reduce Insurance on Vehicle Not Driven: The Village of Elsie was wondering if the Fire Department would reduce the insurance on the vehicle that are not being driven at this time. The vehicle are currently at the Village Lagoons where they kept unsupervised. It was in the best interest of the department to keep the insurance as is.
- 5 Social Media – There were questions about a Social Media post and it was said that a fire department personnel responded with information that was untrue. After reviewing the social media post and comments, it was decided there was no issue.
- 6 Medical Daytime Staffing – Chief McNamara is working on it. There are five personnel that are ready to go through the next MFR training.
- 7 Goals & Duties for Chief, Assistant Chief & Officers – Chief McNamara is working with his Officers.
- 8 Pool Filling – The Village would like to have the Fire Department continue to fill pools, they need to overturn the water, however the only pools that would be able to be filled would be those within the Village limits with it being Village water. It was discussed and Chief decided that the Fire Department will no longer be filling pools after 2024 due to the potential conflict.
- 9 Pinning of New Officers – New uniforms should be ready in 4 to 5 weeks and there will be a pinning ceremony at that time. Aubrey Arnett will be celebrated and pinned as well for passing her fire test.
- 10 Missing items from ex-Assistant Chief Grinnell – Witt will finish inventory and see what Grinnell may have and the next course of action will be discussed at the next board meeting.

Guest Comment: The fire board personnel thanked the firefighters & rescue personnel for everything they do.

Wooley made a motion to adjourn the meeting at 8:03 pm. Zemla supported the motion. Motion carried.

Next meeting: September 11, 2024 at 6:00 pm

Respectfully submitted,

Amy Bowen
Secretary/Treasurer