**Contacts:**

* **Website:** NWEAuthority.org; **Email:** info@NWEAuthority.org
* **Scott Neufer:** 8878 Hodenpyl Dam Rd, Mesick, MI 49668; Phone: 231-883-6100
* **Joan Olds:** 7579 W 4 Rd, Mesick, MI 49668; Phone: 231-649-0093

**Minutes 06/03/22**

**Call to Order:** 6:02pm by Tom Williams

**Pledge of Allegiance**

**Present:**

* **Members:** Tom Williams, Kim Manuel, Scott Neufer, Dave Williams, Joan Olds
* **Guests:** (see last page for sign in sheet)

**Approve Agenda:** motion presented by Dave, seconded by Joan, to approve the agenda. All approved, motion carried.

Joan published an informal community survey and also sign-up sheets for volunteers to help assist the Authority to get started up.

**Public Comment:**

* None

**Approve Prior Meeting Minutes:** motion presented by Scott, seconded by Dave, to approve the minutes. All approved, motion carried.

**Old Business:**

* **Budget Review**
  + Baird, Cotter, and Bishop gave us a ballpark figure for a yearly audit fee of about $5500 so Kim will put a note in the budget
  + Kim will send the budget out to the entire Board and post on the website
  + Dave mentioned that Buckley would like to see the budget and Kim talked to Mike Guernsey earlier today
* **Job Descriptions/Applications**
  + EMS Job Descriptions – drafts are already branded and posted on the website
  + EMS Applications are in from Mesick Rescue. They used a different application form from on our website, but we can gather the additional information.
  + Fire Job Descriptions – Kim will rebrand Springville’s and post to the website
* **DUNs/SAMs**
  + Motion presented by Joan, seconded by Dave, to authorize Kim to engage Baird, Cotter, and Bishop up to $300 to set up our SAMs number as they have done this for the rest of the townships. Roll call vote, all approved 5/0, motion carried.
  + There is another grant coming out in November.
* **Pay the Bills** – Motion presented by Tom, seconded by Scott, to pay the bills as presented. All approved, motion carried. Bills include Website Domain for 5 years and email for 3 years @ $284.87 and Website Software for 5 years @ $419.40.

**New Business:**

* **Deputy Secretary and Treasurer**
  + **Secretary:** There is a chance Kim won’t be able to attend the next meeting. If this is the case, Sarah Harris graciously agreed to ask her mom (Kathy Andrews) if she could take the minutes. Richard Crossman also graciously agreed to be a backup as required.
  + **Treasurer:** Joan will think about this for a future meeting topic.
* **Transfer Mesick Rescue License to Authority**
  + Motion presented by Joan, seconded by Scott, to transfer Mesick Rescue’s License to the Authority and transition the staff to the NWEA Authority. Roll call vote, all approved 5/0, motion carried.
  + Prework:
    - Sticker the trucks and building – Peggy Benz following up
    - Apply for Medicare/Medicaid Billing
    - Billing Company - Kalkaska
    - Payroll Set Up – I9s/W4s
* **Fire Hall Upgrade** – Scott asked the person assisting with the Flint Water building to come by on Monday to look at the fire barn for some directional figures.
* **Logo Committee** – Peggy Benz and any other volunteers
* **EMT Student Committee** - Sarah and Scott and any other volunteers
  + Joan has 12 people interested in taking the class from Mesick/Buckley area.
  + Volunteers are extremely critical and we need to attract more people!

**Public Comment:**

* None

**Next Meeting:** Motion presented by Dave, seconded by Joan, to meet on Tuesday 6/21/22 at 6pm at Springville Community Center. All approved, motion carried.

**Adjourn**: Motion presented by Scott, seconded by Kim, to adjourn the meeting. Approved by all, motion carried. Meeting adjourned at 7:07pm.

