

Northwest Wexford Emergency Authority

Board Members and Officers:

Antioch: Tom Williams, Chair

Hanover: Kim Manuel, Secretary

Springville: Scott Neuffer

Wexford: Dave Williams, Vice Chair

5th Board Member: Joan Olds, Treasurer

Contacts:

- **Website:** NWEAuthority.org; **Email:** info@NWEAuthority.org
- **Scott Neuffer:** 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 09/21/22

Call to Order: 6:00pm by Tom Williams

Pledge of Allegiance

Present:

- **Members:** Tom Williams, Kim Manuel, Scott Neuffer, Joan Olds (partial), Dave Williams
- **Guests:** see attendance below

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

Approve Prior Meeting Minutes:

- Motion presented by Scott, seconded by Dave, to approve the 8/9/22 regular board meeting minutes. All approved, motion carried.
- Motion presented by Scott, seconded by Dave, to approve the 9/6/22 special board meeting minutes with update to the attendees (Joe and Joan). All approved, motion carried.

Public Comment

Secretary Report: Kim Manuel

Treasurer Update: Joan Olds (bank account balance/statement)

- Motion presented by Kim, seconded by Scott to approve the bills as presented. All approved, motion carried.

Committee Updates: Chairperson is underlined below

- 1) Finance (4/12) – Dave Williams, Scott Neuffer, Peggy Benz, Terry Hankins
 - The Village of Buckley agreed to lease us their 2013 ambulance and sent us a recent DOT inspection.
- 2) Springville Fire Building Estimates (6/3) – Scott Neuffer
 - Still waiting on estimates
 - Joan reported that she talked to Dave Pahl and he is willing to donate a dollar for everyone who goes to the pumpkin patch to help the Authority.

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- 3) Lettering/Logo Committee (6/3) – Peggy Benz and Joan Olds and Sierra Grahek
 - Jim Peterson and Charlie Strang were also on the committee per Joan, but the board had not been updated.
 - The board learned from Allen Sherburne tonight that Jim Peterson had developed a logo.
- 4) EMT Student Committee (6/3) – Sarah Harris and Scott Neufer
 - Sarah reported that 3 students are coming from Traverse City; and Sarah is the only one coming from Springville to Lake City.
 - Joan would like to correspond with them.
- 5) Grants Committee (8/9) – Kim Manuel and Chris Wolfe
 - Mecosta County has FEMA grants again
 - Firehouse Sub has applications in October

Old Business:

1. NWEA Roles and Volunteers

- 1.1. 5th Board Member and Treasurer
 - 1.1.1. Motion presented by Tom, seconded by Dave to replace Joan Olds as the 5th Board Member and Treasurer. A roll call vote was called, passed 3/2 (Tom, Dave, Kim - Aye, Joan and Scott - No). Majority approved, motion carried.
 - 1.1.2. Discussion related to community concerns raised to the board, board concerns with communications/staying in swim lane, and ability to fulfill the Treasurer responsibilities.
 - 1.1.3. Joan provided Kim with \$278.30 cash from the pop can drive.
 - 1.1.4. Joan turned in the blue AEDs; Tom will return to the Village of Buckley.
- 1.2. Status of posting
 - 1.2.1. [9 & 10 News Community Page](#)
 - 1.2.2. Community Members have reached out showing interest in various positions
- 1.3. Creation/Approval of subcommittees and tasks

2. Bank Account Status

- 2.1. Motion presented by Kim, seconded by Scott (Kenneth Scott Neufer), to add Dave Williams (David Williams) and remove Joan Olds from all NWEA bank accounts. All approved, motion carried.
- 2.2. Motion presented by Scott, seconded by Dave, to prohibit cash withdrawals. All approved, motion carried.
- 2.3. Scott (Kenneth Scott Neufer) and Dave will go to the bank to physically sign the documents.

3. Legal

- 3.1. Mesick Rescue Response to Lawyer
 - 3.1.1. Board is in agreement with the lawyer's draft response.
- 3.2. Equipment and Building Lease Draft from NWEA Lawyer

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3.2.1. We need to touch bases with Springville on their costs vs. quotes for us paying insurance directly on the building, utilities, etc. and/or if they have a strong preference one way or the other. We also need to verify we can insure leased vehicles (may depend on insurance company policies).

4. Budget

4.1. Authority Insurance - property, general liability, auto liability, public officials' liability insurance, and related services.

4.2. Background Check Costs/Process

4.2.1. iChat Search by Name Only is \$10 = <https://apps.michigan.gov/>

4.2.2. MSP Search by Fingerprint is \$30 = https://www.michigan.gov/msp/0,4643,7-123-1878_8311-10418--,00.html

4.2.3. Allen/Richard said the Wexford County Sheriff is free if we mail the form to them, 231-779-9216.

New Business:

1. Mailing Address/PO Box

1.1. Buckley Post Office Costs: 6 Month = \$33 small, \$45 medium, \$70 large; 1 Year = \$66 small, \$90 medium, \$140 large

1.2. Can we use Springville Fire as our mailing address or do we need to get a PO Box? Yes, use their physical address where required, but also get a PO box.

1.3. Motion presented by Dave, seconded by Scott to get a small PO box for 1 year. A roll call vote was called, 4/0/1 (Tom, Dave, Kim, Scott – Aye, 0 – No, Joan Absent). All approved, motion carried.

2. Run Volume from Central Dispatch

2.1. FOIA request/quote for electronic records showing date/time/township for EMS coverage analysis. Kim is working with Travis to try and get electronic data for our budget.

3. Building Signage Requirements

3.1. Dave will follow up on the requirements; Allen will connect him with Ron Cole. Also need to find out if we can do the initials vs. the full name. Can it be a sign on the lawn, does it have to be on the building, size requirements, etc.

Public Comment

- Public comment given by an audience member

Next Meeting: Motion presented by Scott, seconded by Dave, to meet on Wednesday October 12, 2022 at 6pm at Springville Community Center. All approved, motion carried.

Adjourn: Motion presented by Kim, seconded by Dave, to adjourn the meeting. Approved by all, motion carried. Meeting adjourned at 7:42pm.

Respectfully Submitted by Kim Manuel, Secretary

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9-21-2022 6 PM

Sign up sheet

Mesick Rescue Facility

NAME	TOWNSHIP
LINDA Jellerson	Visitor
Jin Peterson	Mesick
RONALD Aosh,	SPRINGVILLE
Tom Hankins	Wexford
Allen Sherburne	Antioch Mesick Rescue
Sarah Harris	Springville ^{WV} fire dept
Richard Crossman	Mesick Rescue
Jed Sherburne	BOC - Paramedic