

Northwest Wexford Emergency Authority

Board Members and Officers:

Antioch: Tom Williams, Chair
Hanover: Kim Manuel, Secretary
Springville: Scott Neufer
Wexford: Dave Williams, Vice Chair
5th Board Member: Joseph Hurlburt

Contacts:

- **Website:** <https://nweauthority.org>; **Email:** info@NWEAuthority.org
- **Address:** Northwest Wexford Emergency Authority, PO Box 571, Mesick, MI 49668
- **Scott Neufer:** 8878 Hodenpyl Dam Rd, Mesick, MI 49668; Phone: 231-883-6100

Minutes 10/12/22

Call to Order: 6:00pm by Tom Williams

Pledge of Allegiance

Present:

- **Members:** Tom Williams, Kim Manuel, Scott Neufer, Dave Williams
- **Guests:** see attendance below

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

Approve Prior Meeting Minutes:

- Motion presented by Scott, seconded by Dave, to approve the minutes with the update to Scott and Dave's legal names for the bank account information. All approved, motion carried.

Public Comment

Treasurer Report: (bank account balance/statement)

- Motion presented by Scott, seconded by Dave to approve the bills as presented. All approved, motion carried.
- Scott will follow up with Joan on the checkbook and other Authority documents we need.

Committees:

- 1) **Finance (4/12)** – Dave Williams, Scott Neufer, Peggy Benz, Terry Hankins
- 2) **Springville Fire Building Estimates (6/3)** – Scott Neufer
 - a. Two quotes have been received, still seeking a third
 - b. The building is already plumbed for a kitchen (stove, frig, etc.) and there are two rooms in the area we are looking to insulate and install the metal ceiling in.
- 3) **Lettering/Logo Committee (6/3)** – Peggy Benz and Joan Olds and Sierra Grahek
 - a. Peggy will reach out to the other folks that have worked on logos to determine how we can proceed with the additional tasks on this committee.
 - b. It was noted that the lettering must match out application so submit with NWEA (Northwest Wexford Emergency Authority) if we want the acronym large with smaller letters for the full name.

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- c. The building signage can be on a post outside or on the physical building.
- d. Please refer to the [Committees](#) on our web site!
- 4) **EMT Student Committee (6/3)** – [Sarah Harris](#) and Scott Neufer
- 5) **Grant Committee (8/9)** – Kim Manuel and Chris Wolfe (need more!)
 - a. [Firehouse Subs](#) – offers grants every quarter, generally like to award for stations within 60 miles of a Firehouse Sub Shop, but will “consider” organizations in rural areas. General guidelines are \$15,000-35,000, nothing over \$50,000. We also need to submit financials and a full list of all equipment (still in process).
 - b. Additional Grants to review – please let us know (info@NWEAuthority.org) if you are willing to review and see if we qualify!

Old Business:

1. NWEA Roles and Volunteers

1.1. Status of posting

1.1.1. Motion presented by Scott, seconded by Dave, to appoint Joe Hurlburt as the 5th board member. All approved, motion carried.

1.1.2. A couple people may be interested in Treasurer, no leads on Secretary yet.

1.2. Creation/Approval of subcommittees and tasks

1.2.1. Motion presented by Dave, seconded by Kim, to create a new [EMS Licensure Committee](#). All approved, motion carried. Chairperson – Joe Hurlburt, members include Allen Sherburne, Richard Crossman, Bruce Jewett (tentative), and possibly someone from Buckley (tentative).

1.2.2. To Do: Allen and Richard will get Kim electronic job descriptions for EMS.

1.2.3. To Do: Kim and Peggy to follow up on insurance.

2. Bank Account Status

2.1. Honor bank has the paper work set up, Scott signed the paperwork the other day and Dave will go in tomorrow. Kim will send the bank the minutes.

3. Legal

3.1. Equipment and Building Lease Draft from NWEA Lawyer for Township vehicles/buildings – we should see to finalize with the Village and Springville at their next meeting.

3.2. Contract agreements with Mesick Rescue in case we need to provide funding directly until we are operational

3.2.1. Tom and Joe will meet next Wednesday at 7pm at Mesick Rescue to discuss the contract terms with Allen/Richard.

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4. Budget

4.1. Authority Insurance - property, general liability, auto liability, public officials' liability insurance, and related services. We need quotes from 3 vendors. Criteria: coverage limits, vehicles/buildings (current and future), deductibles, etc.

4.2. Define next steps for finalization

5. PO Box #571 at Mesick Post Office (\$62 total for 1 year, small box); website and vendors updated

5.1. Motion by Kim, seconded by Joe, to approve Dave for the second key. All approved, motion carried.

6. Run Volume from Central Dispatch for budget/coverage analysis

6.1. Joe will follow up and Mike Guernsey was going to look at his numbers from 2021

7. Building Signage Requirements (covered under logo committee)

New Business:

1. None

Public Comment

Next Meeting: Motion presented by Dave, seconded by Kim, to meet on Wednesday October 26, 2022 at 6pm at Mesick Rescue Squad. All approved, motion carried.

Adjourn: Motion presented by Tom, seconded by Joe, to adjourn the meeting. Approved by all, motion carried. Meeting adjourned at 7:53 pm.

Respectfully Submitted by Kim Manuel, Secretary

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10/12/2022

Springville Facility 6pm

NWEA Sign-In

Name	Township
Chris White	Springville / STFD
Terry Hankins	Wexford
Joe Hurlburt	ZOC
J. Peterson	Mesick Rescue / Antioch
Amanda Adam	Hanover
Matt Marciniak	
Bruce J. Jewell	Antioch
Allen Sharpburne	Antioch Mesick Rescue
Fred Barber	Antioch
Dave Fox	Wexford
Peggy Benz	Hanover
Richard Crossman	MESICK RESCUE