

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 Holdenpyl Dam Rd, Mesick, MI 49668; Phone: 231-883-6100

Minutes 1-12-23

Call to Order: Meeting called to order at 6:06pm by Tom Williams

Pledge of Allegiance

Present:

- **Members:**
 - Present: Tom Williams, Scott Neufer, Peggy Benz, Joe Hurlburt, Erica Szegda
 - Absent: Dave Williams
- **Guests:** see attendance below

Approve Agenda: motion presented by J. Hurlburt, seconded by S. Neufer, to approve the agenda. All approved, motion carried.

Approve Prior Meeting Minutes:

Motion presented by P. Benz, seconded by J. Hurlburt, to approve the minutes from 12-20-22. All approved, motion carried.

Public Comment: Dave Fox had a question regarding the monies currently held by Mesick Rescue. The Board explained that this was addressed and resolved in the last meeting and informed him of that process.

Treasurer Report: E. Szegda gave report: there is \$124,467.94 in checking at Honor Bank.

T. Williams wanted to know the cost of the lawyer bills which totaled \$5,000 for November and December. After paying the 2 EMS bills and the 2 lawyer bills there was a net total of \$144,995.17 prior to the current pending deposits that need to be made.

Committees:

Finance (4/12) – Dave Williams, Scott Neufer, Peggy Benz, Terry Hankins , Dave.

P. Benz reported that K. Manuel suggested we need to get the Fire Recovery billing started. It was \$1000 start-up fee and Mesick Rescue already uses this as their billing company. Erica stated that the NWEA budget had \$2000 budget with \$1000 for the Fire Recovery fee and \$800 for the Centers of Medicaid and Medicare.

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Motion made by P. Benz, seconded by S. Neufer to hire Fire Recovery as the billing company with fire and EMS aspects and to set up the account.

Springville Fire Building Estimates (6/3) – Scott Neufer : Nothing new to report

Lettering/Logo Committee (6/3) – Peggy Benz, Jim Peterson, Charlie Strang, Chris Wolfe, and Sierra Grahek:

Patches – P. Benz has spoken to Creative Embroidery and will get them measurements and patch designs in order to get a quote from them.

Logos- P. Benz suggested putting lettering on the vehicles instead of a logo for now. Perhaps in 1-2 years from now a logo can be added. There would be a total of 10 vehicles that would need lettering on them.

P. Benz also suggested that we wait to put letters on the Buckley fire truck.

A logo was chosen and agreed upon. J. Hurlburt and S. Neufer suggested that NWEA should go on top of the logo. S. Neufer, J. Hurlburt, and T. Williams preferred to have the logo stitched on the clothing instead of Velcro or heat transferred.

Please refer to the [Committees](#) on our web site!

EMT Student Committee (6/3) – Sarah Harris and Scott Neufer : Scott, No updates

Grant Committee (8/9) – Kim Manuel and Chris Wolfe (need more!)

- 1.1. Additional Grants to review – please let us know (info@NWEAuthority.org) if you want to be the Chairperson or are willing to review grants to determine if we qualify!
- 1.2. FEMA is supposed to have more grants out soon.

Ambulance Licensure Committee (10/12) – Joe Hurlburt, Sierra Grahek, Richard Crossman, Bruce Jewett (tentative), and possibly someone from Buckley (tentative).

- 1.3. We need to get going on the license application!
- 1.4. Joe and Sierra will discuss and gather inspection requirements.

Old Business

Bank Account

E. Szegda requested that the Authority move from Honor Bank to Forest Area Credit Union for convenience. Discussion held. Motion made by P. Benz, seconded by J. Hurlburt for E. Szegda to use \$100 from the general account to create a new fire account at Forest Area Credit Union, open an account for the general fund at Forest Area Credit union, and to close the Honor Bank account once everything is set up. Approved signers will be D. Williams, S. Neufer, K. Manuel, E. Szegda. Vote: T. Williams—Yes, S. Neufer—Yes, P. Benz—Yes, J. Hurlburt—Yes. Motion carried.

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Insurance

Tom needs to look over the insurance coverage on the trucks since they were too low.

The brush truck coverage should be increased from \$30,000 to \$50,000.

The 2006 DRW Super Duty coverage should be increased from \$125,000 to \$150,000.

The Buckley Ambulance's coverage is set at \$150,000.

The boat trailer's coverage is set at \$1,100.

Greg (from insurance company) is waiting until told to get a new quote but a start date is still needed.

Kim was thinking of having a start date of March 1 but after discussion the start date should be April 1.

Unsure if the 1995 Engine should be on the insurance since the vehicle is not road worthy.

Legal

Springville Lease Agreement signatures and effective dates. Minor changes were needed to be made prior to signing.

1..1. Re-do background checks

1..2. Set up payroll

1..3. Finalize Job Descriptions – Kim started rebranding to NWEA, but not complete

1..4. Post job description/openings/pay as required

- **Authority Board Signatures:** Motion made by Joe that the Chairman and 1 other board member can sign all legal documents. Seconded by Scott. All in favor.

Budget

Needs to be updated once insurance is finalized; then presented to the Township boards in their January/February meetings.

New Business

Village of Buckley lease agreements: Received a copy of lease agreement. There were minor corrections made by Buckley. We were informed that Buckley passed a motion that Takis and Larry can sign.

Mesick Rescue Invoices: There were no monthly invoices since their income exceeded expenses.

Articles of Incorporation: P. Benz suggested that we consider revising our fiscal year. The proposed fiscal date should be April 1 – March 30 instead of July 1 – June 30. Discussion was held. P. Benz made a motion, seconded by S. Neuffer. All in favor – motion carried. E. Szegda to investigate what needs to be done to make this happen if we are able to do so.

Next Meeting: Motion presented by S. Neuffer, seconded by P. Benz, to meet on Thursday February 9th at 6pm at Mesick Rescue Squad. All approved, motion carried.

Adjourn: Motion presented by J. Hurlburt to adjourn the meeting. Seconded by P. Benz - Approved by all, motion carried. Meeting adjourned at 19:55.

Respectfully Submitted by Sierra Grahek

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01/12/2023
Springville Facility 6pm
NWEA Sign-In

Mesick Rescue Facility

Name	Township
Terry Hankins	Wexford
Stacy Brown	Springville
Dave Fox	Wexford
Brenda Jewett	Antioch
Sierra Graham	mesick Rescue
Richard Clarron	mesick Rescue