**Meeting Minutes –** 2-20-2025

**Call to Order:** Meeting called to order at 6:00 pm by B. Jewett

**Pledge of Allegiance**

**Roll call:**

* + Members Present: B. Jewett, W. Floury, J. Hurlburt, K, Manuel, M. Guernsey, D. Williams, J. Runyon, J. Ellens
  + Members Absent: E. Szegda
  + Guests: Jim Peterson

**Approve Agenda:** Motion made by J. Hurlburt, 2nd by D. Williams to approve the agenda. All in favor, motion carried.

**Approve Prior Meeting Minutes:** Motion made by K. Manuel 2nd by W. Floury to approve 1/16/25 minutes pending changes that K. Manuel will be updating. All in favor, motion carried.

**Public Comments: N/A**

**Director Report**: SEE ATTACHED. Motion made to approve directors report minus any discussion on ambulance quotes by J. Hurlburt 2nd by D. Williams. All in favor, motion carried.

**Fire Chief Report**: SEE ATTACHED. Motion made by J. Hurlburt to approve the fire chief report 2nd by B. Jewett. All in favor, motion carried. THANK YOU curries furniture for donating a recliner to station 2.

**Treasurer Report:** E. Szegda gave the report via telephone. In Forest Area there is $64,093.10 in checking, $25,284.37 in Ambulance savings, $1,223.26 in Fire savings. CD 1 from fire there is $50,376.05 and CD 2 from EMS there is $105,789.68. In Honor Bank there is $146,550.10 in checking. Grand total in both banks is $393,316.56. Deposits made since last meeting totaled $6,115.85. Bills paid since last meeting totaled $126,916.74 Motion to approve the treasurer’s report and pay all the bills presented by J. Hurlburt, 2nd by W. Floury. Roll call on all members. – W. Floury – yes, K. Manuel – yes, J. Hurlburt – yes, B. Jewett – yes. All approved, motion carried

**Old Business**

1. **NWEA Building Committee (6/3)** – E. Szegda, J. Runyon, M. Guernsey, J. Stanley – W. Floury commented that come spring all of Springville stuff will be out of station 1.
2. **Turn out gear** – M. Guernsey commented that the rep has all the quotes and is working on the changes that are needed.
3. **Retirement plan –** Still need representative to contact E. Szegda to get this set up within payroll. No updates.
4. **Investment updates –** E. Szegda said that she is currently waiting to hear about a possible CD from Honor bank that is at a 3.65% rate instead of the other money market. This is only available with “new” money, so she is waiting for all the tax money to make this happen.
5. **EMS billing issues –** In Directors report.
6. **Workers Comp Injury** – M. Guernsey reported that Jim will soon to be out of service for a little bit as he must get shoulder surgery.
7. **Ambulance purchase** – See Directors report for more info. Discussion held; M. Guernsey and J. Runyon both suggest on purchasing the PL Custom quote because we have one and can interchange anything that needs to be interchanged. They also already work with it, so they know more about the vehicle. K. Manuel motion to approve PL Custom ambulance quote and to get them building the ambulance 2nd by J. Hurlburt. Roll call on all members. – W. Floury – yes, K. Manuel – yes, J. Hurlburt – yes, B. Jewett – yes. All approved, motion carried.
8. **Roster** – J. Runyon presented current roster J. Hurlburt motion to approve 2nd by D. Williams. All approved, motion carried.

**New Business**

1. M. Guernsey presented the budget that must be approved next month. Small discussion held consensus was to have everyone review at home and come to next meeting with any questions so that it can get approved.

**Public Comment: -** N/A

Motion presented by J. Hurlburt to adjourn the meeting. Seconded by K. Manuel. All approved, motion carried. Meeting adjourned at 7:07pm.

Next regular meeting March 20th, 2025, at Buckley Station 2

Respectfully submitted by J. Ellens

February 20, 2025

Hello, here is the director’s report for this month.

Another Month has come and gone and we quickly approach our one year anniversary as an ALS agency! We currently have two students that are enrolled and passing paramedic school. Joe Avink has successfully passed his EMT class and is preparing to pass the National Registry; once passed he will join our active EMT’s and be able to fill a larger role within the agency. Adam Tomlinson, who is on medical leave, has completed the Michigan I/C class and his student teaching and will be licensed shortly.

We have been off to a running start this year. We are currently at 106 medical calls for the year! Please reference the Chiefs report for Fire totals. We also were able to provide a much-needed ALS transfer from Cadillac ER to the floor at MMC TC this last month while maintaining our 911 coverage.

Billing is continuing to improve. December 2024 was $6,396.59. January was $6,962.12. So far the month of February is comes in at $3,579.07. We have solved another glitch in the system as the reports were not being exported to billing upon completion since Dec. 3, 2024. Now that they have been moved to billing the 150 plus runs should bolster our billing numbers in the months to come. Grant and Mayfield have come to an agreement for service and have been added to the list of townships whose residents will not pay out of pocket for ambulance/fire billing. This will minimally affect us as we are not slated for primary ambulance for these townships until we can staff Sta. #2 more frequently.

I have included a new Roster to be improved! I have several members on medical leave, two that will be put on notice as their certifications are expired and lack of participation and two that have not participated, which I’d like to remove. Those that do not show any indication of wanting to or participating on a regular basis will be removed from the roster on good terms. We will permit them to reapply to the NWEA if their situation changes in the future.

Chief Guernsey has worked hard over the last week fine tuning the budget for 2025. We are looking to give pay raises and add insurance for full-time personnel across the board. Medics will receive an additional $2/hr and EMT’s will be paid according to active functional level, giving nominal value to each level of certification. The total for EMT’s will be no more than $2/hr additional. We have also budgeted for health insurance for the next physical year for full-time employees at no cost to employees. Full time is currently being defined as anyone that is working 36 hours or more per week consistently. This package will include health insurance, optical, dental Life, STD, LTD at no cost out of pocket. Full time members that have insurance such as VA that have opted out will still receive the Life, STD, LTD insurance at no cost. The total package for the year is around $58,000 at this point.

Slagel township has successfully been moved to MMR for primary ambulance service. The invitation will remain open if they want to work towards an agreement for service.

We have received bids from PL Custom and Braun for the acquisition of a new ambulance 24-30 months from now. We are looking for approval in the new business discussion. PL came in at $283,353.00 and Braun countered with $297,998.00. Both bids are subject to increase with the market which averages 6% increase per year. Quick math puts them at 12% more with a 24-month build. Details and specs be provided during the new business discussion.

If you have any questions or ideas, please reach out!

Thanks,

Justin Runyon

E.S. Director

231-645-0455

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NORTHWEST WEXFORD

EMERGENCY AUTHORITY

February 1, 2024

TO: Northwest Wexford Emergency Authority

FROM: FIRE CHIEF GUERNSEY

January: 8 CALLS

YEAR: 8 CALLS

WEXFORD COUNTY: 5 FOR THE MONTH 5 FOR THE YEAR

GRAND TRAVERSE COUNTY: 3 FOR THE MONTH 3 FOR THE YEAR

3 CAR ACCIDENTS (SPRINGVILLE, WEXFORD, MAYFIELD)

2 STRUCTURE FIRES (BLAIR, SLAGLE)

1 CHIMNEY FIRE (MAYFIELD)

1 SNOWMOBILE FIRE (SPRINGVILLE)

1 FIRE STANDBY (STATION) CHIMNEY FIRE IN COLFAX TOWNSHIP

MICHAEL D. GUERNSEY

FIRE CHIEF / EMT