ACW Fire Authority

Special Meeting Minutes
April 30, 2026
At the Columbia Township Hall

Meeting called to order at 6:00 PM by Chairperson, Lisa Valentine.

Present:
Akron Twp.: Steve Linzner, Katie Sattelberg
Columbia Twp.: Chris Creguer, Christina Parmenter-Thompson
Wisner Twp.: Lisa Valentine, Wade MacFarlane
Member at Large: Leila Rish
Clerk: Kathy Trischler

Others present: Carrie Hines, Karen Thompson, John Katnik, Bill Owens, Shawn Kish

Communications and Announcements

Additions to agenda: audit contract, grant available
A motion by Creguer and second by Sattelberg to approve the agenda with additions. 7 Yeas, 0 Nays, Motion carried.

April 6, 2026, corrections to minutes:

Page 5 Clerk Position Motion 1 roll call vote: Hines: Yes, Linzner: Yes, Freed: Yes, Creguer: No, Valentine: No, Parmenter: No, Rish: Abstain (cannot abstain unless involves money over $500.00) 3 Yeas, 3 Neys, 1 Abstain. Motion fails

Page 5 Clerk Position Motion 2 to remove Trischler from the clerk and interim Columbia Twp. Clerk to pay bills till replacement is hired. Amended to remove “and interim Columbia Twp. Clerk to pay bills till replacement is hired”. Roll Call vote: Sattelberg: No, Steve: No, Valentine: Yes, Creguer: Yes, Parmenter: Yes, MacFarlane: Yes, Rish: Yes 5 Yeas, 2 Neys, Motion Carried.

A **motion** by Creguer and seconded by Parmenter to approve the corrections to clerk position. 7 Yeas, 0 Nays, Motion carried.

A **motion** was made by Creguer seconded by Rish to approve the amended April 9, 2026, minutes. 7 Yeas, 0 Nays, Motion carried.

Public Comment
John Katnik

Old Business

Clerk position. Kathy Trischler requested to go into closed session.
A **motion** to go into closed session was made by Creguer and seconded by MacFarlane. Roll Call Vote: Sattelberg: Yes, Linzner: Yes, Valentine: Yes, Creguer: Yes, Parmenter: Yes, MacFarlane: Yes, Rish: Yes, 7 Yeas, 0 Neys, Motion Carried.

Left regular meeting at 6:16 PM

A **motion** was made to reopen the regular meeting at 6:36 PM by Creguer and seconded by Sattelberg. Roll Call Vote: Sattelberg: Yes, Linzner: Yes, Valentine: Yes, Creguer: Yes, Parmenter: Yes, MacFarlane: Yes, Rish: Yes, 7 Yeas, 0 Neys, Motion Carried.

A **motion** was made by Linzner to reinstate Kathy Trischler as the ACW Fire Authority Clerk and seconded by MacFarlane. Roll Call Vote: Sattelberg: Yes, Linzner: Yes, Valentine: No, Creguer: No, Parmenter: No, MacFarlane: Yes, Rish: No, 3 Yeas, 4 Neys, Motion Failed.

An application from Lucille Keipinger for the clerk's position was discussed.
A **motion** was made by MacFarlane to rescind motion made on April 6, 2026, to post an ad in the paper for ACW Fire Authority Clerk and seconded by Creguer. 7 Yeas, 0 Neys, Motion carried.

A **motion** was made by Creguer to appoint Lucille Keipinger as ACW Fire Authority clerk and seconded by Sattelberg. 7 Yeas, 0 Neys, Motion Carried.

Fire Billing
Discussion followed concerning proposals from three different companies that were presented.
A **motion** was made by Creguer to ask MI Financial Services LLC to attend the June 4, 2026, meeting to give a presentation of their services to the ACW Fire Authority Board and seconded by Sattelberg. 7 Yeas, 0 Neys, Motion carried.

Email addresses and website
Discussion followed. What do we need for email addresses, new website and maintenance, history and data that is on old website? Columbia Township is working with Robert Frost from Tuscola County Intermediate School District concerning their IT needs.
A **motion** was made by Creguer to request Robert Frost from Tuscola ISD to come to our June 4, 2026, meeting to make recommendations of best practices for our technology needs and seconded by Parmenter. 7 Yeas, 0 Neys, Motion carried. Parmenter will contact Mr. Frost.

New Business

Standards of Ethical Conduct

Discussion was held on Policy Number 119. This policy concerns firefighters. It was decided that this should be tabled for the next meeting and write a policy that refers to the ACW Fire Authority Board.

Financial Signature Authorization

A **motion** was made by Parmenter to remove Kathy Trischler as a signor on all financial records and seconded by Sattelberg. 7 Yeas, 0 Neys, Motion carried.
A **motion** was made by Parmenter to add Lucille Keipinger, Clerk, to all financial records and seconded by MacFarland. 7 Yeas, 0 Neys, Motion carried.
Parmenter will take care of getting a computer for the clerk and transferring Quick Books to it.

Yearly Audit

The Engagement letter from Neitzke and Faupel, PC for the year ending March 31, 2026, was presented to the board. Lisa Valentine will sign as Chairperson and Leila Rish will sign as Treasurer.

Grant Application

Fire Equipment Grant Program from the State of Michigan is available online. The application is due by June 19, 2026.
A **motion** was made by Rish to pursue the grant for equipment for the department and seconded by Linzner. 7 Yeas, 0 Neys, Motion carried.
Creguer will work with firefighters to identify what is needed and give an update at the June 4, 2026, meeting.

Public Comment

No comments

Adjourn Meeting

A motion was made by Creguer to adjourn the meeting at 7:29 PM and seconded by Sattelberg. 7 Yeas, 0 Neys, Motion Carried.

Respectfully submitted,

Leila Rish, Secretary