

North Township - LaPaz Fire Protection Territory, Public Meeting
Monday, September 22, 2025 at 6:00pm
LaPaz-North Township Fire Station

Present:

Cathy Welch, Town of LaPaz
Stephen Barber, Secretary, appointed by Ms. Haskins, Trustee
Lisa Knepp, appointed by Town of LaPaz

Absent:

Roger Ecker, Town of LaPaz
Steven Davenport, Chair, North Township

Also present:

Emily Haskins, Trustee
Mathew Haskins, Fire Chief
Please refer to the sign-in sheet for additional attendees.

* The reader will note that meetings are now livestreamed. Please refer to our website for a schedule of our meetings, links for the live streams, and additional information: <https://northtownship.org>

The meeting consisted of the following:


Noting that a quorum had been met, Mr. Barber, Secretary called the meeting to order at 6:04pm.

1. Approval of 7/28/2025 Meeting Minutes. Mr. Barber moved to approve the minutes as printed, seconded by Ms. Welch and passed 3-0.
2. Billing Service Update: Ms. Haskins provided a copy of the August report from EMS/MC (see attached). She reported that there is one call that has been referred to collections, in accordance with previously agreed upon policy. The chair accepts this report.
3. Employee Manual updates. Ms. Haskins recommended a couple of changes to the employee manual related to insurance coverage. She will be meeting with the provider tomorrow. She also reported that the state recommended adding a whistleblower policy to the manual. The changes recommended are attached. Ms. Knepp moved to recommend these changes to the Township Board for approval, seconded by Ms. Welch, and passed 3-0.
4. Trustee Update.
 - a. Ms. Haskins shared a copy of monthly expenditures for the Fire Territory, year to date (see attached). She noted that we have spent \$315,485.29. This is 32% of the annual budget and we are 72.5% through the calendar year. She explained that for the months of April and July there are higher expenditures for the category of personnel services. This is because the volunteers for nights and weekends are paid on a quarterly basis. We can expect this to occur again in October. She also expects to combine the categories of Administrative Assistant and Personnel Services in next year's reports.
 - b. Ms. Haskins informed the Committee of the bill from Banner Electric (see attached). Ms. Knepp moves to authorize payment of this bill, seconded by Ms. Welch, and passed 3-0 (with Mr. Barber asking that a thank you note be included).
 - c. Ms. Haskins reported that a Workmen's Compensation Claim has been filed related to a blood exposure during a call. Related reports have been filed.

- d. Ms. Haskins reported that we have received the \$50,000 reimbursement grant from the County related to the purchase of SCBAs.
5. Good of the Order announcements or updates as necessary.
 - a. Mr. Haskins and Mr. Robertson provided and discussed a written report on the Incidents responded to.
 - b. Mr. Haskins indicated he has received a couple applications and then extended the deadline. He is hoping to schedule interviews when he has suitable applicants.
 - c. Ms. Haskins reported that we intend to make an offer to Union Township to secure ambulance equipment and/or supplies – once the settlement has been signed.
 - d. Mr. Barber wondered if it would be helpful to schedule a month next year to review all equipment, aging, when we might want or need to replace trucks, etc. and how we can prepare for large expenditures over the next 10 years. Ms. Haskins showed a list of the large pieces of equipment and their ages (Capital Asset Ledger). Mr. Haskins also noted the need to keep track of smaller pieces of equipment which age out and need to be replaced periodically. It does appear that it would be helpful to keep tabs on this for the purpose of future planning.
6. Next Meeting. This will be announced at a later time.
7. Public Comment. A patron indicated that she wished other people knew how much work it took to keep things going. This patron also passed out as news article about the budget issues for the Plymouth Fire Department. Suffice it to say that we are not the only entity to address the challenges we are facing.
8. Mr. Barber moved to adjourn, seconded by Ms. Welch, and passed 3-0. The meeting was adjourned at 6:48pm.

Respectfully Submitted,
Stephen Barber, Secretary

Approved: ☒ As written ☐ As Amended ☐ As Corrected


Stephen Barber, Secretary

11-17-25
Date


Cathy Welch

11/17/25
Date


Lisa Knepp

11/17/25
Date

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- 1. Approval of 7/28/25 Meeting Minutes**
- 2. Billing service update**
- 3. Employee Manual updates**
- 4. Trustee update**
- 5. Good of the order announcements or updates as necessary**
- 6. Public comment (Limited to 2 minutes)**

Online Streaming:



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Monday, September 22, 2025 at 6:00 pm

LaPaz-North Township Fire Station

Sign-In Sheet

1. Alice Oyler
2. Steve Barber
3. ~~Ad Robertson~~
4. ~~Sandy Robertson~~
5. Lisa Hoyer
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