

September 1, 2011

The September 1, 2011 meeting of the NIESA Board was called to order at 7:06 pm by the Chairperson Charles Galbreath.

Voting Members Present: C. Galbreath, R. Lillywhite, R. Pollok, R. Cole, L. Wittrup
Absent: Leroy Township Representative, Williamstown Township Representative

Non-Voting Members Present: R. Hanna

Fire/EMS Personnel present: B. Siegel, M. Flynn, S. Davis, S. McGuire

Other: Frans Wilbrink

Guests: None

Consent Agenda (Agenda I):

-Minutes of the August 4, 2011 Regular Meeting

-Operations Checking Account summary August 2011

Motion by Mr. Lillywhite to accept the consent agenda as written, seconded by Mr. Cole.
Motion carried.

Public Comment (Agenda II):

None at this time.

Leroy Township Fire Building Project (Agenda III-A):

Mr. Galbreath reported he had a couple of phone conversations with Dave Laux this month, and they had made some progress on the punch list. He advised a copy of the punch list was in this evenings packet.

Regarding the items on the list, item 1 overhead door number eight. They replaced the sensor, and are hoping that fixes the problem. Item 2- roof leak at vent. That item is still outstanding. Item 3- Leak at backflow preventer. They were suppose to look at this last week, however nothing has been done yet to repair it. Item 4- Filling around conduit holes. That is still outstanding. Item 5- painting of the exterior vents. They've been painted. Item 6- Grading and Restoration at Mechanical Enclosure. Chief Flynn advised they were out and sprayed some weed killer around the area to see what needs to be done. They are suppose to put some soil in around the generator pad. It still needs to be completed.

Mr. Galbreath advised an item that was not on the list was the outstanding concrete complaint. There has been no movement on the issue. He and Chief Flynn agreed after looking at the concrete work that 90 percent of the concrete looked the same as the area they were concerned with. Chief Flynn advised they keep telling him the concrete company is busy and unable to address it right now. Discussion followed.

Another item not on the list is the “as built” plans for the building. At the present time Hobbs + Black, and Laux are pointing fingers at each other. Each one is stating that the other company had the plans and were suppose to supply them to NIESA, and both are saying we should have them. Mr. Galbreath advised neither he nor Ms. Curtis remembers there being a copy of “as built’ plans with the paperwork, nor can they remember who dropped off the box of information.

City of Williamston - Backflow Prevention Device (Agenda III-B)

Mr. Galbreath is discussing the backflow issue at the Williamston station with Hobbs + Black. He has asked if there was and engineering reason why a backflow device was not included in the design. He is having difficulty getting answers because the individual that designed the building has retired, and a different engineer needs to review the plans.

Discussion followed.

Mr. Wittrup asked Ms. Curtis to provide him with the information regarding this issue.

Fire Service Billing Review (Agenda III-C):

Mr. Galbreath advised the review is still in progress. He has contacted Kevin Ammerman of Lansing Mason, and has a call in to John at SSES to check there rates. He indicated he felt the ambulance billing rate was alright, but the mileage rate needed to increase.

Mr. Lillywhite asked about fire service billing. Chief Siegel suggested contacting Alaidon Township to see what type of fire billing policy they have in place. He indicated that Meridian Township recently billed Alaidon Township for their service when they assisted on a grass fire.

Discussion followed.

Mr. Galbreath advised they will review the billing further.

Williamstown Township Hazmat Incident (Agenda III-D):

Mr. Galbreath advised they are waiting to hear from Sargeant Robert Ott from Ingham County regarding his availability to meet.

Mr. Hanna stated he had discussed the matter with Mr. Gaffner from Williamstown Township, and again advised him of the grant that would reimburse the Township for the cost. He also again offered NIESA’s assistance in applying for the grant. Mr. Gaffner indicated he was going to contact the Ingham County Road Commission to see why the Township would be responsible for this hazmat incident. He has heard nothing further.

Mr. Galbreath advised Mr. Hanna had reviewed the issue further and it became more confusing. The information indicates there were two incidents that evening. The second was at Shaftsburg and Haslett Road, and Shroyer’s was called to that location by Meridian Township Police Department, not Williamston Fire. Also the information does not stated where the drum(s) were

located. If they were on the east side of Shaftsburg road, then this may also involve Locke Township. Mr. Galbreath stated he had contacted Locke Township regarding the issue.

Mr. Hanna stated there were also fees assessed for the storage of the barrels. The storage was requested by Meridian Township Police Department so they could finish their investigation. NIESA did not request the items be stored. Discussion followed.

Resolution 4 of 2011- Fiscal Year 2012 General Appropriations Act (Agenda IV-A):

Motion by Mr. Lillywhite to adopt Resolution 4 of 2011- Fiscal Year 2012 General Appropriations Act as presented. Seconded by Mr. Cole.

Mr. Galbreath opened the floor for discussion. He acknowledged Mr. Wilbrink's concerns regarding the possible need to increase some line items in the budget. Mr. Hanna pointed out there is a contingency fund in the budget. Mr. Cole and Mr. Lillywhite indicated the items could be increased and it still not be enough.

Mr. Galbreath felt that leaving the funds in the Contingency Fund, would provide the Board with more flexibility. Discussion followed.

Mr. Galbreath called for a roll call vote.

Yea: Mr. Lillywhite, Mr. Wittrup, Mr. Cole, Mr. Pollok, Mr. Galbreath.

Nays: None

Absent: Leroy Township Representative, Williamstown Township Representative

Res 5 of 2011- Fiscal Year 2012 Building /Equipment Appropriation Act (Agenda IV-B):

Motion by Mr. Lillywhite to adopt Resolution 5 of 2011- Fiscal Year 2012 Building and Equipment Appropriation Act as presented, seconded by Mr. Cole.

Mr. Galbreath opened the floor for discussion.

Mr. Hanna stated it was his understanding that under line item 401-990-992 Building Principal, NIESA was eliminating the separation of NIESA-WFD, and NIESA-LTFD and just having building principal, and the same with line item 401-990-996 Building Interest. There did not need to be a separation. He requested the budget be amended.

Mr. Galbreath called for a roll call vote, with the amended change indicated by Mr. Hanna.

Yeas: Mr. Pollok, Mr. Cole, Mr. Wittrup, Mr. Lillywhite, Mr. Galbreath

Nays: None

Absent: Leroy Township Representative, Williamstown Township Representative.

Treasurer Report (Agenda V):

Mr. Hanna referred the Board members to the Checking account summary. He indicated the DTE bill is up again. It has been very inconsistent. The auditor has been paid for his services.

On the second page there is an expense of \$5,468 to Siegel's Body shop which is paying for repairs to 11-16, when it slide into the building. Also on the third page there's a 50 percent payment to CTI (Communication Technologies Inc) which is for a new phone system for the Leroy Township Station. The system has been installed.

Committee Reports (Agenda VI):

Mr. Wilbrink advised the Personnel Committee met, and Mr. Hanna had provided them with copies of NIESA SOG's. They have a lot to review.

Comments from the Director (Agenda VII):

Mr. Galbreath stated he was contacted by Keven Ammerman of Lansing Mason Ambulance last week, and asked if NIESA could provide an ALS ambulance for the MSU home football games. Mr. Ammerman has the contract with MSU, and does not have enough ambulance. NIESA will be sending an ambulance and crew to the home games as a transport unit only.

Mr. Ammerman advised each ambulance usually transports 4 people per game to the hospital. NIESA will be billing those individuals for our service. Mr. Galbreath advised the expense to NIESA would be wages for personnel which is approximately \$200 per game, plus the fuel cost and wear and tear on the ambulance. As for the revenue, one basic transport is billed at \$500, so we should at least break even, but he feels we could net at least \$1,000 per game. Discussion followed.

Mr. Lillywhite asked Ms. Davis if there would be problem staffing the unit. She indicated she had just found out and had not put it out to the personnel, however did not feel it was a problem.

Mr. Galbreath advised he and Ms. Curtis were going to track the expenses and the revenue to show if it was cost effective to work the MSU games.

Comments from Department Chief's, Supervisors, Biller (Agenda VIII):

Chief Siegel: Reported the Williamston station responded to 17 calls last month. A breakdown of the calls were in the packet this evening. Charlie's Repair has completed the general maintenance on all of the trucks for the year, however Engine 1 and 2 both need to be pump tested.

He has received the bill for the repair to Truck 4, which is expensive. He is in the process of reviewing the bill and will be discussing it with Halt.

The only items left needing their general maintenance and/ or testing for the year is the rescue

tools and ladders. Chief Siegel indicated he is going to probably hold off until next year before scheduling the maintenance.

Mr. Lillywhite asked NIESA is going to try and get the ISO rating reassessed this year. Chief Siegel indicated it will probably not be completed until next year. There is a lot of paperwork. We can probably get the rating lowered in some areas, however there are areas in the extreme northern and southern sections that will never be better than a 9 or 10. Water is a high priority, but the distance from a fire station is even more important. Discussion followed.

Chief Flynn: Reported the Leroy Township Station responded to 12 calls in August. One was a serious PI accident at Holt and Dietz in which the wife of a former firefighter for Leroy was injured and his daughter was killed. They had a critical incident stress debriefing, and individuals from both fire stations participated as well as someone from Ingham County Heavy Rescue. The debriefing is a free service that is provided to fire and ems departments.

Mr. Galbreath advised he contacted our insurance carrier, and NIESA does have coverage for additional counseling for individuals if it's needed. Discussion followed.

Charlie Galbreath-Biller: We have collected \$80,000 in revenue, and have responded to 463 calls in 2011.

Sherry Davis, Steve McGuire- EMS Supervisors: Mr. McGuire reported NIESA EMS responded to 73 calls in August with 20 refusals. They gave away quite a few second ambulance calls.

Mr. Galbreath advised we were able to pick up some second ambulance calls, and some of the calls given away were third and fourth calls.

Ms. Davis advised the water pump on 11-16 went out, but fortunately the repairs were covered under warranty otherwise it would've been a large expense. It took 3 days to repair. She is also trying to get a portion of the tow bill covered under the warranty.

Once the water pump issue was repair, Ms. Davis rescheduled the front end repairs. Those repairs are completed and cost over \$1,700.

Comments from Office Manager (Agenda IX):

Gutter Repairs: Gutters have been repaired, and the snow guard has been installed on the south side of the building. We have not made the final payment to the roofing company, because they still need to install the snow guards on the awning area as agreed.

Leroy Township Station Lightning Strike: Most of the repairs have been completed. Briggs Mechanical was unable to establish whether the

problems with the alarm were related to the strike. They thought the mother board had been damaged, but when it was sent out for inspection they could not find anything wrong. So the repairs to that system have been covered by the warranty.

The drinking fountains in the apparatus bay have been repaired. Ms. Curtis still needs confirmation from the plumber whether this was related to the strike.

The final issue was the phone system. The existing system was unable to be repaired, so a new one was installed. We also upgraded the system to include voice mail, and install a phone line in the apparatus bay.

Chief Flynn has the representatives name and number so he can set up a time for his personnel to train on the phone system.

Ms. Curtis heard nothing further from the insurance company regarding payment on the claim, so she will be contacting them and the agent after to holiday to find out the status.

Comments from Board Members (Agenda X)

Nothing at this time.

Comments from Association Members (Agenda XI)

Nothing at this time.

Public Comment (Agenda XII)

Chief Siegel advised he had one more item. The Williamston Fire Association had a Zodiac boat donated to the department a few years ago. Recently Regis Shuck found an outboard motor for the boat. Allstate Insurance, Cliff Hart purchased the motor and donated it to the Association. There was an article in the Enterprise.

Mr. Lillywhite reminded the Board members that Ox Roast will be coming up at the end of the month. It is the last weekend in September.

Adjournment (Agenda XIII):

Motion by Mr. Cole to adjourn the meeting at 8:12 pm, seconded by Mr. Lillywhite. Motion carried.

Paula M Curtis, Secretary

Date