

SANILAC EAST FIRE AUTHORITY

Serving Sanilac Township and the Village of Port Sanilac

MINUTES

SEFA BOARD MEETING MARCH 11, 2025 AT 6:00 P.M.

Members' Present: Sroka, Smiley, Goike, Lyall

Members Absent: Griffith, Hunter

Others Present: Treasurer Darcy Johnson, Brian Moran Sr., Chief Moran on speaker phone, and one citizen

- I. Call to at 6:03 pm by John Goike
- II. Public Comment- None
- III. Approval of Agenda with Additions:

Additions to the Agenda

1. Addition to Bills Fire Station Software in the amount of \$341
2. Treasurer's Report Addition Credit Card-meeting Huntington 3/12/25
3. Huntington CD Governmental renewal rate, Treasurer would like to renew \$80,000 for 4 Months at 3.45%, and invest the remaining \$95,000 at 12 months at 3.6%

MOTION by Goike, SUPPORTED by Sroka, to approve the agenda with additions as presented.

All ayes **Motion carried.**

- IV. Approval of Minutes: **MOTION by Goike, SUPPORTED by Sroka, to approve the minutes of February 11, 2025 as presented. All ayes, Motion carried.**

Committee Reports

- a. **Finance Committee** – Meeting held February 24, 2025
- b. **Compliance Committee** – No Meeting
- c. **Personnel Committee** – No Meeting

MOTION by Sroka, SUPPORTED by Smiley to accept committee reports as presented. All ayes, Motion carried.

- V. **Treasurer Report – Bills Reviewed. MOTION by Lyall, SUPPORTED by Goike** to approve the bills to be paid with the added Fire Station Software in the amount of \$4,683.91. All ayes, **Motion carried.**

Johnson's Report –

CD's – Huntington CD for \$175,000 matures March 19th, I would like to renew \$80,000 for 4 months at 3.4% so it is available in July for the Utility truck purchase and invest the remaining \$95,000 for 12 months at 3.6%.

- **Credit Card** – Tomorrow I have a meeting with the Branch Manager to set up a Voice Credit card, with monthly statements.
- **Fixed Asset Capitalization Policy – Tabled**
- **Audit** – Spoke to Mr. Messing regarding audit
- **A/P** – Need to be getting a W9 Form for anything paid over \$600 from businesses doing work for SEFA, before writing the check.
- **Wage Review Request –**
MOTION by Sroka, SUPPORTED by Smiley to approve the adjustments to the treasurer's pay schedule as presented. All ayes. **Motion carried.** (Needs to be sent to the total SEFA board for a Vote of approval)
- **2025-2026 Proposed Budget –**
MOTION by Goike, SUPPORTED by Sroka to accept the 2025-2026 Proposed Budget.

Roll Call Vote

Sroka yes, Smiley yes, Lyall yes, Goike yes, **absent:** Griffith & Hunter. 4 ayes, Nays 0

- **AT&T-** we verified that the Village internet will connect for the fire dept. computer, if approved by the Village.

MOTION by Goike, SUPPORTED by Sroka to accept the Treasurer's report. All ayes, **Motion carried**

VI. Chief's Report-

- Current Run totals 55-2025 as of 3/5/24, 49-2024 runs.
- Soup Dinner March 16th supporter shirts will be for there for purchase.
- Notable Events- Lake Huron campground, still waiting on as invoice, had contact with company owner, he and insurance company are aware and expecting a bill
- Mutual aid to Carsonville for a garage fire.
- Grant update- Been in contact with the vendor of SCBA's and they have a delay with the certain bottles we ordered. Still hoping to have them soon.
- Furnace has been installed and completed.
- 6 Day Leadership Certification class completed. Learned a lot of information from the class and networking with officers of the fire depts. all across the US, I was the only officer from Michigan.
- Air fare, class and room was paid by FEMA
- Transportation to and from the airport, meal ticket for the week and wages was paid by for by PHTFD (my work).
- Requesting reimbursement for meals during travel, class shirt, dinner out with the class in Gettysburg, miscellaneous drinks and snacks for the week and certification from the class. I feel this class will definitely benefit SEFA as well as PHTFD and I wouldn't be asking for reimbursement if it didn't. From what I can see there is \$1000 in the special training account still and would possibly like \$750 to cover the unexpected cost. Thanks for your consideration.

MOTION by Lyall SUPPORTED by Smiley to reimburse chief Moran in the amount of \$750 to cover unexpected expenses cost for the trip in Gettysburg to paid out of the Special Training account. All ayes, **Motion carried.**

- Requesting the removal of John Haman from the Dept. effective March 1, 2025. John has sold his residence and is moving to the west side of the state. Appreciate John's 15yrs. of Service.

Lyall stated that SEFA should send a card to John thanking him for his Service.

VII. Old Business:

a. Resale and Bid Process of Current Rescue Unit Update.

Chief Moran reported that there is a guy interested in it from Texas for \$15,000, but he needs more information. It was discussed that the Rescue unit being in a Brokage company agreement, need to check and see if it was, and if was who authorized it to put it contract without the Boards approval.

b. Fire Hall Contract/Lease – Tabled

c. Bark Shanty Lease- Tabled

Need to discuss Leases at next meeting.

d. Small Claims Court Discussion update- Tabled

e. Capital Asset and Controlled Capital Type Items Policy- Tabled

f. Title for old pumper truck- Should be getting a title for the truck, without a bond, the other titles came back in 3 or 4 days.

VIII. New Business:

Write off/Small Claims Dismissal-Martin Invoice/Carmack Invoices
MOTION by Sroka, SUPPORTED by Lyall, to write off the invoices for \$710.00 and \$160.00. All ayes, Motion carried.

MOTION by Sroka, SUPPORTED by Lyall to increase current budget to cover bad debts by \$870.00, because of persons are deceased. All ayes, Motion carried.

IX. Correspondence- Sroka thanked Brian Moran Sr. for taking control of the situation at the Yogi Bear Park.

X. Public Comment

XI. Announcements

- a. Next SEFA Board Meeting – April 8, 2025 Chair will be Dennis Griffith.
- b. Meeting Chairs for the monthly board meetings for 2025-
April – Griffith, May- Smiley, June- Lyall, July- Hunter, August-
Goike, September- Sroka, October-Griffith, November- Smiley,
December- Lyall

XII. Adjournment-

MOTION by Lyall, **SUPPORTED** by Smiley to adjourn meeting at 7:15pm

approved