

SANILAC EAST FIRE AUTHORITY

Serving Sanilac Township and the Village of Port Sanilac

MINUTES

SEFA BOARD MEETING FEBRUARY 11, 2025 AT 6 P.M.

Members Present: Sroka, Smiley, Hunter, Lyall Griffith Goike

Members Absent: None

Others Present – Treasurer Darcy Johnson, Brian Moran Jr. and one citizen

- I. Call to Order: Called to order at 6: 00 p.m. by John Goike
- II. Public Comment- None Offered
- III. Approval of Agenda: MOTION by Hunter, SUPPORT by Griffith, to approve the agenda as presented.
All ayes
Motion carried
- IV. Approval of Minutes: MOTION by Lyall, SUPPORT by Srokas, to approve the minutes of January 14, 2025, as presented.
All ayes
Motion carried
- V. Committee Reports
 - a. Finance Committee – Meeting held January 30, 2025
 - b. Compliance Committee – No meeting
 - c. Personnel Committee – No meeting
- VI. Treasurer Report –Bills reviewed. MOTION by Hunter, SUPPORT by Lyall, to approve the bills to be paid in the amount of \$6151.82.

All ayes

Motion carried

Johnson Report –

- State has changed SEFA to a biennial audit (however they do recommend yearly audits)
- Requested quotes from 10 audits, only two responses
UHY \$11,600 each year, no savings for biennial audit.
King and Messing CPA \$8000 biennial audit or \$6500 audit year with compilation on non-audit year
MOTION by Sroka, SUPPORT by Lyall to approve a two-year contract with King and Messing Audit Services.

All ayes

Motion carried

- Finance Committee met and discussed biennial audit and quotes and recommended King and Messing. Quote is good for 90 days
- Budget Adjustments – MOTION by Hunter, SUPPORT by Smiley to approve the budget adjustments as presented.

All ayes

Motion carried

- Write Offs- Error in write off for Rainey should have been \$960.00, \$160 was approved. MOTION by Hunter, SUPPORT by Griffith to approve an additional \$800.00 in write-offs.

All ayes

Motion carried

- W-9 Forms – Need all board members to fill out W-9 for the files.
- 25-26 Proposed Budget – Review of proposed budget.
Discussion on truck replacement or refurbishment to keep

truck in compliance, adjustments and firefighter stipend
Budget not ready for approval. Table until next month.

- Finance Meeting – Set up Finance meeting for this month. Members Ben Hunter, John Goike, and Jim Sroka. Chief Moran if available. Grohman will be notified to post meeting.

VII. Chief Report-

- Current Run totals 40-2025 as of 2/11/25. 2024-37 runs at the same time last year.
- Grant Update – Air Packs should arrive any time
- Awards Dinner for years of service
Matt Washe -5 years of service
Paul Grigg – 15 years of service
Duane Messing – 20 years of service
Brian Moran Jr- 25 years of service
Firefighter of the year – Caden Stoutenburg
- The Firefighters will be selling SEFA Supporter T- Shirts for \$15.
- Soup Supper is scheduled for March 16th 4 p.m.-7 p.m.
- Annual Golf Outing May 3, 2025
- Fire Department will assist Applegate Fire Department with benefit dinner on the 15th.
- Chief Moran paid for air compressor pump with nonprofit funds and requesting reimbursement. MOTION by Sroka, SUPPORT by Hunter to approve the reimbursement in the amount of \$532.86.
All ayes
Motion carried

VIII. Old Business:

- a. Grant Update – Under Chief Report
- b. Resale and Bid Process of Current Rescue Truck- No bids received at this time. Bids must be in by 2/15/2025. Sroka suggested parking it in front of the fire hall. Will relist after the 15th.
- c. Fire Hall Contract- Tabled
- d. Bark Shanty Lease – Tabled
- e. Small Claim Court Discussion – Tabled
- f. Fee Schedule –Approved January 6th. Will get a copy for Grohman.
- g. Board Secretary Appointment- Lyall stated the Articles of Incorporation state that the Secretary shall not be a board member. MOTION by Hunter, SUPPORT by Smiley to appoint Grohman, Recording Secretary as Secretary.
All ayes
Motion carried
- h. Forester Contract – MOTION by Lyall, SUPPORT by Sroka, to approve a one-year contract with Forester at \$16,000, no increase.
All ayes
Motion carried
- i. Capital Asset and Controlled Capital Type Items Policy- MOTION by Lyall, SUPPORT by Hunter to table.
All ayes
Motion carried

IX. New Business

- j. Chairperson Assignments- Members named chairperson for 2025 meeting schedule.

- k. Numbering Motions – Sroka recommended numbering motions and keeping a log for references. MOTION by Sroka, SUPPORT by Griffith to number motions with year and key words, beginning with January 2025, keeping an index for future references.

All ayes

Motion carried

- l. Replacement Furnace- Discussion regarding furnace replacement. MOTION by Hunter, SUPPORT by Griffith to approve the replacement of the furnace at the cost of \$1955.79.

All ayes

Motion carried

- X. Public Comment – None offered
- XI. Announcements – Next meeting February 11th, 2025
- XII. Adjournment – MOTION by Shagena, SUPPORT by Smiley to adjourn meeting 7:15 p.m.