

SANILAC EAST FIRE AUTHORITY

Serving Sanilac Township and the Village of Port Sanilac

MINUTES

SEFA BOARD MEETING JANUARY 13, 2026 AT 6 P.M.

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

Members Absent:

Others Present – Darcy Johnson

- I. Call to Order: Called to order at 6: 00 p.m. by Jeff Lyall
- II. Public Comment- None Offered
- III. Approval of Agenda: MOTION by Goike, SUPPORT by Sroka, to approve the agenda as amended
All ayes
Motion carried
- IV. Approval of Minutes: MOTION by Goike, SUPPORT by Griffith, to approve the minutes of November 11, 2025, as corrected.
All ayes
Motion carried
- V. Committee Reports
 - a. Finance Committee –No meeting-
 - b. Compliance Committee – No meeting
 - c. Personnel Committee –Kramer Attendance- Chief Moran reported training attendance issues by Sean Kramer. Lyall to send a warning letter.
- VI. **Treasurer Report**
 - a. November Bills, Payroll and December Bills – MOTION by Goike, SUPPORT by Lyall, to approve the November bills, in the amount of \$14,476.31, Payroll in the amount of

\$11,386.40 and December bills in the amount of \$8,457.19.

All ayes

Motion carried

- b. Financial Statement – Beth working on refund for \$310.20 from overpayment to QuickBooks.
- c. Budget Adjustments – MOTION by Goike, SUPPORT by Smiley to approve the budget adjustments as presented.
All ayes
Motion carried
- d. CD- January 17, 2026 Huntington CD for truck purchases will be deposited into checking account. Budgeted \$25LK year end transfer to truck fund this fiscal year. (I will leave \$25K in the CD. MOTION by Lyall, SUPPORT by Sroka, to add additional \$25K and leave \$80,000 in the CD.
All ayes
Motion carried
- e. Credit Card Payment- There is a 3% fee from QuickBooks when a customer pays via credit card. I would like approval to charge this fee back to the customer.
MOTION by Lyall, SUPPORT by Griffith to approve charging the customer the 3% fee.

All ayes

Motion carried

VII. Chief Report-

- Year End Runs 2025-331 2024-351
- Quotes for Electric meter low bidder Old Electric \$1830.00. MOTION by Smiley, SUPPORT by Griffith to accept the bid from Old Electric and send to Village Council for approval.

All Ayes

Motion carried

- Hose and Ladder testing agreement signed for 2026. No price increase

- DNR Grant- awarded for \$8500 with a 50% match- Will use for hand tools, hoses, and radios

MOTION by Sroka, SUPPORT by Goike to approve Grant and 50% match

All Ayes

Motion carried

- Dewalt Saw- Received
- Air Compressor for trucks- Compressor keeps freezing up. Replacement approximately three years ago and now have same issues. Will work on getting it fixed. Will work with Darcy on costs.
- Reporting Software- Would help with incident reporting by only having to import one instead of two. MOTION by Sroka, SUPPORT by Smiley, to approve the purchase of the First Due Reporting Software.

All Ayes

Motion carried

- Notable Events – Drone response to Croswell.

VIII. Old Business:

- a. Life Insurance Update – Sroka still working on this. Will reach out to Kim Todd regarding life insurance.
- b. Policy for Loss of Firefighters – No update
- c. Chairperson Schedule – Sroka, Smiley, Griffith, Goike, and Lyall
- d. Applegate Fire Department Invoice-Sent homeowner bill. No response. Will send to small claims if not paid after 180 days.

- e. Firehall Water Bill – Recommended smaller water meter. 1 ½ inch meter \$871.00 per quarter. Will switch to a ¾ inch meter which 122.18 per quarter.

IX. New Business

- a. DNR Grant – Discussed under Chief Report
- b. 12-9 Replacement – Tabled. Will set a study session for February 17th 9 am.
- c. Station Air Compressor for Trucks- Discussed under Chief Report
- d. Report Software- Discussed under Chief Report
- e. Electric Meter- Discussed under Chief Report
- f. Ben Hunter Resignation- MOTION by Lyall, SUPPORT by Griffith, to accept the Resignation of Ben Hunter.
All ayes
Motion Carried
- g. Invoice Write Off- MOTION by Goike, SUPPORT by Lyall to approve the write off for DTE and Stanek, in the amount of \$875.
All ayes
Motion carried
- h. Mutual Aid Resolution – MOTION by Lyall, SUPPORT by Goike, to approve the adoption of County wide Mutual Aid Resolution as presented.

Roll Call- Lyall, Goike, Smiley, Sroka, Griffith

Motion carried

- X.** Correspondence
- XI.** Public Comment-
- XII.** Announcements – March 10, 20326
- XIII.** Adjournment – MOTION by Goike, SUPPORT by Sroka, to adjourn meeting 7:29 p.m.

Respectfully Submitted
Beth Grohman, Secretary

approved