

SANILAC EAST FIRE AUTHORITY

Serving Sanilac Township and the Village of Port Sanilac

MINUTES

SEFA BOARD MEETING MAY 13,2025 AT 6 P.M.

Members Present: Sroka, Shagena, Griffith, Smiley

Members Absent: Lyall, Goike, Hunter

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

- I. Call to Order: Called to order at 6: 00 p.m. by Angela Smiley
- II. Public Comment- None Offered
- III. Approval of Agenda: MOTION by Hunter, SUPPORT by Smiley, to approve the agenda with amendments.
All ayes
Motion carried
- IV. Approval of Minutes: MOTION by Sroka, SUPPORT by Shagena, to approve the minutes of April 8, 2025 as presented.
All ayes
Motion carried
- V. Committee Reports
 - a. Finance Committee – Meeting held May 13,2025. Township Supervisor attended the meeting. Discussion on long term plans for equipment, truck replacement and facility repairs. Also discussed mileage draws. Small claims secretary compensation also discussed. Recommendation for a one time bonus of\$1000, plus 10%of collections. MOTION by Sroka, SUPPPORT by Griffith to establish a 10% on all

collections that go to go for the 24-25 calendar year with a one time bonus of \$1000 for a total of \$1916.76 and small claims collections be added to the contract.

All ayes

Motion carried

b. Compliance Committee – No meeting

c. Personnel Committee – Meeting held May 2, 2025 to discuss the job duties for the secretary and treasurer. Duties were reassigned.

VI. Treasurer Report –Bills reviewed. MOTION by Shagena, SUPPORT by Sroka, to approve the bills to be paid in the amount of \$3068.68.

All ayes

Motion carried

Johnson Report –

- Budget adjustments presented- MOTION by Sroka, SUPPORT by Griffith, to approve the budget amendments as presented.

All ayes

Motion carried

- Three outstanding checks from 3/31/2025 payroll, Ron Holloway, Sean Kramer and Leo Diamico. Two checks replaced Paul Grigg 1716 and Sean Kramer 1717.
- W9 Requested for Larry's Refrigeration
- 25/26 Proposed Budget – Updated budget that was approved April 8th.
- Credit Cards- Credit Limit at \$6500, card limit for Moran and Grohman\$2000 each and \$2500 for Johnson card limit.

- Pebsco/Nationwide – Working on putting that under SEFA Tax ID number.
- AT&T – Grohman working on getting that cancelled
- Changes for next fiscal year – 2025/26 Increases for Chief's pay from \$6200 to \$8200 per year. Also increased for volunteers \$17,000 to \$20,000 so that \$3K increase will need to be decided how and what you would like to increase. If the increase is in fire runs from \$15 to \$20 that may be a increase of \$1000 per year and EMS runs from \$5 to \$7 would be an additional \$2000 year.

Discussion on the mileage draw. After the discussion with Dan Kelly at the Finance Meeting, it is recommended to reverse the \$164,000 back to the \$140,000. Sroka stated SEFA can operate with the \$140,000. The mileage is supported by residents in the township and village. If SEFA can operate at a lower rate, than it may be easier to get additional .5 mill for equipment and not just for operations. MOTION by Sroka, SUPPORT by Griffith to go back to the \$140,000 mileage draw for 25/26 budget year.

All ayes

Motion carried

VII. Chief Report-

- Current Run totals 103-2025
90-2024
- Grant Update – Grant funds received and the pack invoice has been paid. Will hopefully be closing out the grant in

the near future. Packs will be in service this week. Needed to revamp the brackets in the trucks to fit the newer, smaller bottles. New brackets were going to cost approximately \$800, but with some supplies from the hardware store I was able to make the old ones work for around \$50. Will also be working on sale of old packs.

- The golf outing was a big success. Will be purchasing some specialized equipment with the funds. Will share at the purchase at the next meeting.
- Congrats to PF Caden Stoutenburg and Keagan Emercik on passing their FF1, FF2 and Hazmat opps. Would like approval to order new gear for the 2 FF's now that they are certified. MOTION by Sroka, SUPPORT by Shagena, to approve up to \$5000 for the purchase of new gear.

All ayes

Motion carried

- Truck maintenance and hose testing will starting in August. At this time I do see any concerns with apparatus hose.
- Trench rescue bill has been paid
MOTION by Smiley, SUPPORT by Griffith to accept the Chief's report as presented.

All ayes

Motion carried

VIII. Old Business:

- a. Fire Hall Contract- MOTION by Shagena, SUPPORT by Smiley to approve the Fire Hall Contract as presented.

All ayes

Motion carried

- b. Bark Shanty Lease – Recommend setting up an agreement with the Village for the Bark Shanty. Will go to Village Council for approval.
- c. Small Claim Court Discussion – Addressed under Finance Committee.

IX. New Business

- d. Employee Contracts – Discussion on all contracts. Amendments needed. Will bring back for approval next month.
- e. Fee Schedule – MOTION by Smiley, SUPPORT by Shagena, to approve the fee schedule.
Discussion – Will post on Fire Department Facebook page, notice in the Sanilac County News and add to Sanilac Township Website as well as the Village website.
All ayes
Motion carried

X. Public Comment –

XI. Announcements – Next meeting June 10, 2025 Lyall to chair.

XII. Adjournment – MOTION by Smiley, SUPPORT by Shagena, to adjourn meeting 6:51 p.m.