

**SAUBLE-ELK-EDEN FIRE BOARD
REGULAR MEETING (APPROVED)**

DATE/TIME: MARCH 27, 2025, 6:30 pm

LOCATION: Sauble-Elk-Eden Fire Department (8711 8 Mile RD, Irons, MI 49644)

Meeting called to order at 6:30 PM, by Chairperson Gary Nugent

ROLL CALL: Present: Jack Hankiewicz, Lou Fitz, Jerry Kraai, Christine Oetman, Gary Oetman, Jeff Mather (voting for Sharon Puff), Joyce Durdell, Crystal Van Sickle, Bob Woolever, Cody Oetman, Gary Nugent, Mary Ann Nugent, Joel Boyer, Tom Snow
Absent (excused): Josh Hasbrouck, Jack Puff, Sharon Puff

MINUTES:

1. Motion made by Lou Fitz to approve the SEEDF Regular Board meeting minutes from February 18, 2025, as printed. The motion was supported by Gary Oetman. The motion was carried by majority voice vote, 9-Yes, 0-No

AGENDA REVISIONS:

1. Correction on Day of week of meeting (Thursday not Tuesday); Update on build status of mini pumper (old Business); Fire Department policies – drafts (added later during the meeting).
 - Motion made by Mary Ann Nugent to approve the agenda as revised. The motion was supported by Jack Hankiewicz. The motion was carried by majority voice vote, 9-Yes, 0-No.

TREASURER'S REPORT: Crystal Van Sickle

1. Reconciliation summary of operating checking account for the period ending 2/28/2025. Beginning balance: \$257,095.00. Cleared balance: \$313,110.01. Additional items after closing date: \$2,643.16. Ending balance: \$254,451.84.
2. Reconciliation summary for capital equipment checking for the period ending 2/28/2025. Beginning balance: \$258,228.80. Cleared balance: \$318,832.86. Total cleared transactions: \$35,968.71. Ending balance: \$365,920.48.
3. Profit and Loss Budget vs Actual report for April 2024, through March 2025, was handed out.
 - Budget amendment: Personal protective equipment line 336-505. Over budget by \$1,178.91. Motion made by Lou Fitz to transfer \$1,178.91 from the general fund to line 336-505, Personal Protective Equipment. The motion was supported by Mary Ann Nugent. The motion carried by majority voice vote 9-Yes, 0-No.
 - Mary Ann Nugent noted an error in line 340-1001, the income amount (Capital Equipment Revenue – Sauble Township) is listed as \$67,397.22. This should be \$37,397.22.
 - Motion made by Mary Ann Nugent to approve the Treasurers report as revised. The motion was supported by Jerry Kraai. Motion carried by majority voice vote: 9-Yes, 0-No.

FIRE CHIEF REPORT: Chief Joel Boyer

1. The formal Fire Chief Report is on file in the Clerk's office and Fire Chief's Office.
2. Review of runs and nature of calls.

3. Correction on number of non-medical reports in Fire Chief report: Change from 5 to 7 incidents.
4. Review of/discussion on unanswered calls noted in the Fire Chief's report (Old business on agenda). Discussion on the advantage of "Automatic aid" vs "Mutual aid". Chief Boyer is working on a system for effective implementation of automatic aid when it is known that no one will be available from SEEDF.

PUBLIC COMMENT: None

OLD BUSINESS:

1. Identify proper budget line number for turn-out gear and helmets. It should be line #340-501-3.
2. Update on mini pumper build status: Gary Nugent reported that we put a down payment of \$275,000 on the new vehicle. The remaining balance is \$125,626.00 which is due at the final inspection. The current production schedule shows the vehicle will be ready in June of 2027.
3. Motion made by Lou Fitz to purchase a Certificate of Deposit from Lake Osceola Stat Bank for \$125,626.00 for money designated to be used for the final payment of the mini pumper. The motion was seconded by Gary Oetman. The motion carried by majority rollcall vote 9-Yes, 0-No: Jack Hankiewicz - Yes, Lou Fitz - Yes, Jerry Kraai - Yes, Christine Oetman - Yes, Gary Oetman - Yes, Jeff Mather - Yes, Bob Woolever - Yes, Gary Nugent - Yes, Mary Ann Nugent - Yes.
4. Motion made by Lou Fitz that the CD noted above should be for a term of two years minimum, also authorized the Treasurer to work out details with LOSB. The motion was supported by Jerry Kraai. The motion carried by majority voice vote: 9-Yes, 0-No.

NEW BUSINESS:

1. Final review of 2025-2026 budget. Lou Fitz lead discussion.
 - a. Chief Boyer reviewed budget estimates (\$150,000) on Ford F-350 medical rescue vehicle (replacement for 434). Discussion on future purchase of ATV.
2. Election of SEEDF Board Officers:
 - a. Lou Fitz nominated Gary Nugent for SEEDF Chairperson. The motion was supported by Christine Oetman. The motion carried by majority voice vote: 9-Yes, 0-No.
 - b. Gary Nugent nominated Lou Fitz for SEEDF Deputy Chairperson. The motion was supported by Mary Ann Nugent. The motion carried by majority voice vote: 9-Yes, 0-No.
3. Resolution – Annual Calendar of SEEDF Board meetings. Review and discussion.
 - a. The clerk read the resolution. The resolution was offered by Lou Fitz and supported by Mary Ann Nugent. The resolution was adopted by majority rollcall vote 9-Yes, 0-No: Jack Hankiewicz - Yes, Lou Fitz - Yes, Jerry Kraai - Yes, Christine Oetman - Yes, Gary Oetman - Yes, Jeff Mather - Yes, Bob Woolever - Yes, Gary Nugent - Yes, Mary Ann Nugent - Yes.
5. SEEDF Policies: Joel Boyer.
 - a. Review and discussion on the following proposed policies: General Employee Responsibilities, Sexual Harassment, Employee Counseling and Discipline, Social Media.
 - b. Chief Boyer agreed to make changes to policies to indicate that all disciplinary actions will be kept internal to the department and include language that requires the Chief to notify the Chairman and Vice Chairman of any personnel issues as they develop.
 - c. Policies will be available on the computer network and in hard copy (binder).

- d. All firefighters will be required to sign off on receiving a copy of each policy for their personnel file.
- 6. Mobile phone and iPad:
 - a. Chief Boyer discussed the need for additional tools for mapping, documenting, and improved communication. Discussion on the need for the public to call an SEEDD phone number directly. Additional discussion on Starlink and Spectrum as options for future use, Chief Boyer indicated the FirstNet Mobile (phone and tablet) will provide an immediate solution but can be changed/replaced at a later date if/when other preferred options become available. A cost proposal for FirstNet mobile phone was submitted to the board.
 - b. A motion was made by Mary Ann Nugent to approve the proposal submitted by Chief Boyer including the expense and upfront cost associated with the purchase as presented. The motion was supported by Jack Hankiewicz. The motion carried by majority rollcall vote 9-Yes, 0-No. Jack Hankiewicz - Yes, Lou Fitz - Yes, Jerry Kraai - Yes, Christine Oetman - Yes, Gary Oetman - Yes, Jeff Mather - Yes, Bob Woolever - Yes, Gary Nugent - Yes, Mary Ann Nugent – Yes.

ADJOURNMENT:

- 1. Motion by Jerry Kraai, supported by Gary Oetman, to adjourn the meeting. Motion carried by majority voice vote, 9-Yes, 0-No. The meeting adjourned at 8:20pm.

Respectfully Submitted,



Jeff Mather, S.E.E. Fire Board Clerk,
April 5, 2025