



**Lapeer County EMS**  
3565 Genesee Road Lapeer, MI 48446  
Phone: (810) 664-2927 Fax: (810) 664-3749  
www.lcems.org



REGULAR MEETING  
BOARD OF DIRECTORS MINUTES  
May 17, 2018

A meeting of the Lapeer County EMS Board of Directors was held on Thursday May 1, 2018 at the LCEMS Administrative Office located in Lapeer, MI. Chairman, Al Ochadleus called the meeting to order at 9:00 am.

**Roll Call Attendance:**

Chris Tippen	Al Ochadleus	Tina Papineau
Julie Schlaud	Tom Youatt	

**Absent:**

Mavis Roy

**Municipality Representatives:**

Charles Franckowiak DO: Elba Township  
Bill Marshall: Lapeer Township  
Lisa Skovran: Arcadia Township  
Ann Derderian: Metamora Township

**Lapeer County EMS:**

Russ Adams: Executive Director (via phone conference call)  
Scott Filkins: Road Supervisor  
Andrew Ringwelski: Road Supervisor  
Carla McCormack: Administrative Manager/Recording Secretary

**Visitors:**

Eric Ferguson: Mattina, Kent & Gibbons, P.C.

**Additions to Agenda/Approval of Agenda**

**18-31**

Motion by T. Youatt, seconded by T. Papineau, to approve the agenda as presented. No discussion from the board or public. Motion carried, 5-0.

**Approval of March 15, 2018 Regular & April 5, 2018 Special Meeting Minutes**

**18-32**

Motion by T. Papineau, seconded by J. Schlaud, to approve the minutes of March 15<sup>th</sup> regular and April 5<sup>th</sup> Special as presented. No discussion from the board or public. Motion carried, 5-0.

**Approval of March & April 2018 Budget & Financial Reports**

**18-33**

Motion by C. Tippen, seconded by J. Schlaud, to approve the March & April budget and financial reports as presented. No discussion from the board or public. Motion carried, 5-0.

**Public Comment:**

Dr. Franckowiak introduced himself as the Elba Township representative.

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**Agenda Action Items:**

A. **Auditor Report:** Eric Ferguson from Mattina, Kent & Gibbons, P.C. referenced the financial audit in the board packet and the graph handouts.

B. **Finance Committee Recommendations:**

1. **Station Four Parking Lot Maintenance:** The finance committee recommends awarding the bid with Creative Asphalt for \$11,700.

**18-34**

Motion by C. Tippen, seconded by J. Schlaud to accept the recommendation of the finance committee to award the bid to Creative Asphalt for \$11,700.00. Discussion from the board. Roll call vote:

Mrs. Papineau – yes                      Mr. Tippen – yes                      Mr. Ochadleus – yes  
 Mrs. Schlaud – yes                      Mr. Youatt – yes.

Motion carried, 5-0.

2. **Station One Details:** It was noted that Tom Youatt was going to have a meeting with Mr. Kerbyson. Discussion ensued.

3. **Station Five Lease Agreement:** The finance committee recommends getting a two-year lease for station five with a 30-day opt out and increase the rent to \$850 per month year-round.

**18-35**

Motion by J. Schlaud, seconded by T. Youatt, to authorize the Director to negotiate a lease at station five. No discussion from the board or public. Motion carried, 5-0.

4. **Health Insurance Renewal:** The finance committee plans to renew the same plan with BCBS, requesting that management meet with Michigan Planners for additional quote(s).

5. **FDIC Insurance Exposures:** The finance committee noted that the auditors wanted us to be aware of FDIC Insurance Exposures.

6. **Special Response Team Equipment:** The finance committee recommends the purchase of equipment for the Special Response Team from Badger for \$6,500.

**18-36**

Motion by J. Schlaud, seconded by T. Youatt to accept the finance committee's recommendation to purchase equipment from Badger in the amount of \$6,500 from Badger. Discussion ensued.

Roll call vote taken:

Mr. Youatt – yes                      Mrs. Papineau - yes                      Mr. Tippen – yes  
 Mr. Ochadleus - yes                      Mrs. Schlaud - yes

Motion carried, 5-0

C. **Personnel Committee Recommendations**

1. **Operations Manager:** It is the personnel committee's recommendation to hire Scott Filkins for Operation Manager under the current budgeted financial compensation.

**18-37**

Motion by J. Schlaud, seconded by T. Youatt, to accept the recommendation of the personnel committee to hire Scott Filkins for the position of Operations Manager. No discussion from the board or public. Roll call vote taken:

Mrs. Schlaud – yes                      Mr. Tippen – yes                      Mr. Ochadleus – yes  
 Mr. Youatt – yes                      Mrs. Papineau – yes

Motion carried, 5-0.

**Director's Report:**

A. **Activity Report March & April 2018:** R. Adams referenced the board packet.

B. **John Hancock/Voya Update:** R. Adams noted that we are currently finishing up paperwork to remove employee funds from John Hancock and reinvest them in our current Voya account.

C. **Meeting(s) Update:** R. Adams noted that he attended Burnside's meeting and recently met up with North Branch Township in the past few weeks.



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**Vehicle Maintenance Report (March & April 2018):**

It was noted that there were handouts.

**Committee Reports**

- A. Personnel: Discussed earlier.
- B. Finance: Discussed earlier.
- C. Negotiations: There is a meeting June 6<sup>th</sup> at 9am in the board room with Mr. Ferrand.

**Closed Session for Legal Updates:** No need at this time.

**Discussion:** None

**Public Comment (limited to 3 minutes):** None

**Adjournment:**

**18-38**

Motion by T. Youatt, seconded by C. Tippen, to adjourn at 9:39 am. No discussion from the board or public. Motion carried, 5-0.

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Al Ochadleus, Chairman

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Chris Tippen, Treasurer/Secretary

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Carla McCormack, Recording Secretary/Administrative Manager

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