



Lapeer County EMS
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**BOARD OF DIRECTORS MINUTES
December 21, 2017**

A meeting of the Lapeer County EMS Board of Directors was held on Thursday December 21, 2017 at the LCEMS Administrative Office located in Lapeer, MI. Chairman, Al Ochadleus called the meeting to order at 9:02 am.

Roll Call Attendance:

Tom Youatt Tina Papineau Chris Tippen Lynn Hoffman
Al Ochadleus Julie Schlaud

Absent:

Mavis Roy

Municipality Representatives:

Bill Marshall – Lapeer Township
Ann Derderian – Metamora Township
Ron Cischke – Goodland Township

Lapeer County EMS:

Kieth Rumbold: Executive Director
Carla McCormack: Recording Secretary/Office Manager
Paul Axon: Road Supervisor
Scott Filkins: Road Supervisor
Andrew Ringwelski: Road Supervisor
Galland Burnham

Visitors:

None

Additions to/Approval of Agenda:

17-142

Motion by T. Youatt, seconded by C. Tippen, to approve the agenda as presented. No discussion from the board or public. Motion carried, 6-0.

Approval of November 16, 2017 Regular and December 6, 2017 Special Board Meeting Minutes

17-143

Motion by L. Hoffman, seconded by T. Papineau, to approve both sets of minutes as presented. No Discussion from the board or public. Motion carried, 6-0.

Approval of November 2017 Budget & Financial Report

17-144

Motion by C. Tippen, seconded by J. Schlaud, to approve the Budget & Financial report as presented. No discussion from the board or public. Motion carried, 6-0.

Public Comment:

None



Agenda Action Items:

1. Finance Committee Recommendations

A. Zoll Monitors:

17-145

Motion by T. Youatt, seconded by C. Tippen, to approve the purchase of the Zoll monitors for \$95,208.75. Discussion ensued. Roll call vote taken:

Chris Tippen – yes	Al Ochadleus – yes	Tina Papineau – yes
Lynn Hoffman – yes	Julie Schlaud – yes	Tom Youatt – yes

Motion carried, 6-0.

B. Payoff of Zoll Monitors and AEDs:

17-146

Motion by L. Hoffman, seconded by C. Tippen, to approve the payoff of the previous purchase of the Zoll monitors and AEDs in one payment of \$137,961.75. No discussion from the board or public.

Roll call vote taken:

Lynn Hoffman – yes	Al Ochadleus – yes	Tina Papineau – yes
Julie Schlaud – yes	Tom Youatt – yes	Chris Tippen – yes

Motion carried, 6-0.

C. SRT Purchase for Equipment:

17-147

Motion by C. Tippen, seconded by L. Hoffman to purchase SRT equipment for \$2,241.75. Discussion ensued. Roll call vote taken:

Tina Papineau – yes	Chris Tippen – yes	Lynn Hoffman – yes
Al Ochadleus – yes	Julie Schlaud – yes	Tom Youatt – yes

Motion carried, 6-0.

D. Payroll Signatures:

17-148

Motion by J. Schlaud, seconded by L. Hoffman, to authorize Russ Adams to replace Kieth Rumbold. No discussion from the board or public. Motion carried, 6-0.

E. Credit Card

17-149

Motion by T. Youatt, seconded by J. Schlaud, to close the Lakestone credit card account and reopen it with Russ Adams and Carla McCormack designated to authorize the use with a limit of \$1,000.00. Discussion ensued. Motion carried, 6-0.

F. Purchase of Utility Trailer for the Mule

17-150

Motion by T. Youatt, seconded by J. Schlaud to approve the purchase of a utility trailer for the mule at a price of \$2,450 from Thumb Express. Discussion ensued. Roll call vote taken:

Tom Youatt – yes	Tina Papineau – yes	Chris Tippen – yes
Lynn Hoffman – yes	Al Ochadleus – yes	Julie Schlaud – yes

Motion carried, 6-0.

2. Administrative Manager Job Description Approval: it was noted that this was tabled last month so the board could review

17-151

Motion by J. Schlaud, seconded by T. Papineau, to accept the Administrative Manager’s job description as presented. Discussion ensued. Motion carried, 6-0.

3. Payroll Quotes: K. Rumbold referenced the information in the board packet.

17-152

Motion by T. Youatt, seconded by C. Tippen, to accept the staff recommendation to go with ADP for one year for \$10,552.00 and in about ten months the finance committee wants to review the renewal. Roll call vote taken:

Julie Schlaud – yes	Chris Tippen – yes	Lynn Hoffman - yes	Al Ochadleus – No
Mr. Youatt – yes	Tina Papineau – yes		



Motion carried, 5-1.

Director's Report:

- A. Activity Report/Fractile Analysis November 2017:** K. Rumbold referenced the board packet.
- B. Station Seven Update:** K. Rumbold noted that station seven is scheduled to open on January 7, 2018 at 6:00 am. Plan to have a grand opening ceremony that next week.
- C. CAAS Update:** K. Rumbold noted that the review panel met on Monday and we should be getting an official letter in the next month.
- D. Email from Mr. Cox:** K. Rumbold noted that Mr. Cox has asked for an extension to submit briefs.
- E. Response Letter to Deerfield Township:** K. Rumbold referenced the letter in the board packet.
- F. Note from Nina Suter:** K. Rumbold referenced the letter in the board packet.

Vehicle Maintenance Report: P. Axon refenced the handout.

Committee Reports:

- A. Personnel Committee (Papineau, Roy, Schlaud, Rumbold):** K. Rumbold noted that the Director's job has been posted, need to set up a committee meeting to review applicants and set up interviews.
- B. Finance Committee (Tippen, Youatt, Ochadleus, Rumbold):** Discussed earlier
- C. Negotiations Committee (Hoffman, Ochadleus, Papineau, Rumbold):** K. Rumbold noted that the committee will want to start moving by the end of winter/beginning of spring to start the negotiations because the contract expires August 2018.
- D. Facilities Committee (Hoffman, Youatt, Ochadleus, Rumbold):** None

Discussion:

Lynn Hoffman noted that North Branch Township is going to start remodeling Station 2 in North Branch.

Public Comment:

Discussion about Mavis Roy's absence.
Discussion about Nina Suter retiring

Adjournment:

17-153

Motion by J. Schlaud, seconded by C. Tippen, to adjourn at 9:45 am. No discussion from the board or public. Motion carried, 6-0.

Al Ochadleus, Board Chairman

Chris Tippen, Board Treasurer/Secretary

Carla McCormack, LCEMS Office Manager/Recording Secretary