



Station #1  
517-651-2638

Station #2  
517-675-5121

# Laingsburg • Sciota • Woodhull

## Emergency Services Authority

7425 Woodbury Road  
P.O. Box 96  
Laingsburg, Michigan 48848



Ambulance  
Division

517-651-2638

### L.S.W. EMERGENCY SERVICES COMMISSION MINUTES - PROPOSED

May 17, 2017

The regular meeting of the L.S.W. Emergency Services Authority was called to order by Chairman Fred Kline on Wednesday, May 17, 2017, at 6:00 p.m. at Station I Fire Hall at 7425 Woodbury Rd., Laingsburg. Members present: Cross, Jelenek, Austin, McDougall & Kline. Absent: Sparkes

Also present: Chief Larry C. Sparkes, Asst. Chief Betts, other officers, staff, and Deputy Secretary Amber Waldburger

#### Public Comment:

- A concern was raised by a member of the public that when he had called 911 recently, Mercy had been dispatched and would be coming from Lansing, rather than L.S.W. Not only would this take much longer, but Mercy only responds to Level 1 and Level 2 calls, whereas L.S.W. responds to all calls. He would like to change how L.S.W. responds out in Victor Township so that this scenario can be avoided in the future.

Moved by Cross for L.S.W. first responders to respond to all calls, seconded by Austin. Approved unanimously.

- A member of the public spoke up about a bill he received after emergency responders attended an accident that he had been in on I-69. He thought the 11 firefighters and ambulance that showed up was excessive and he should not have been billed for their services. Cross told him that the police who were at the scene first made the determination to bring in the other responders, and that because he lives out of district there is an out of district fee that applies. Chief Sparkes offered to work with the gentleman after the meeting to see what they could do to word the invoice appropriately for insurance purposes.

Moved by Cross, seconded by McDougall to approve the minutes of April 19, 2017 with the discussed correction by Jelenek to change the wording regarding Jelenek's request for a monthly summary of accounts. It was not a motion but a request. All in favor, motion carried.

Moved by Austin, seconded by Cross to approve Treasurer's Report, subject to Audit. All in favor, motion carried. Austin requested a training by Paula on the financial reports so everybody understands them.

The Chief handed out run logs for the fire and ambulance. The Fire Department had 48 runs, and the Ambulance had 33 runs for the month, 2017 Year-to-Date has 213 Fire calls and 141 Ambulance calls.

- There was also additional Ventilation and Hoseline training held in Victor Township.
- The new ambulance is getting primed and hopefully painted by the end of the week.
- L.S.W. will be in the Springtime Festival parade, which is great for public relations and maybe recruitment.

Moved by McDougall, seconded by Austin to pay the bills as approved: Check #5442 thru Check #5447 and check #6305 thru Check #6318 in the amount of \$55,165.40 dated 4/2 and 4/19, from the General Fund and the Payroll from the Trust and Agency Fund using Direct Deposit in the amount of \$26,432.21 dated 3/24, 4/07, and 4/21. Roll call vote: Ayes – Jelenek, Austin, Cross, McDougall, and Kline. Nays – None. Absent – Sparkes. Motion carried.

Others:

- Tom Jelenek provided a handout of his proposed Treasurer Responsibilities/Oversight. He explained that he wanted to know what his responsibilities as Treasurer are and was concerned that there are no procedures. He visited the Interlocal Agreement and Township Manual, as well as our two banks to find out how we should be doing things. What he gathered from this research is that we have too many people with access to the funds; there should be two – three signers max and there needs to be a written procedure so that our annual audit has something to base their findings on. Without a policy, our risks are higher and if there is a loss we may not be able to recover it.

Austin explained that she likes having the Board sign the bills so that everybody knows what's going on. She suggested that Mr. Jelenek bring his proposed policy to the Board and give them ample time to look it over.

Cross wanted to point out that in the 37 years of the organization, we have never had a ding on an audit and we have never lost a dime. He also believes that having a limited number of signers will create issues, especially in the winter when several board members are gone. He is very much against online banking for security reasons.

- Kline wanted to make it known that our prayers are with Mr. Sparkes as he recovers from his surgery.

The meeting was adjourned at 6:48 p.m.

Amber Waldburger  
Deputy Secretary