

Jordan Valley Emergency Medical Services Authority
Monthly Meeting
September 17, 2014

Meeting called to order at 5:06 pm by President Mann.

Present: Thomas Mann (Banks Township), Chris Yonker (City of East Jordan), Alan Petrie (Echo Township), Bob Draves (South Arm Township), Todd Sorenson (Wilson Township), Jay Peck (Staff), Karen Watkins (Staff)

Absent: Brian Meads (Jordan Township)

Pledge of Allegiance was led by President Mann.

Invocation offered by President Mann.

Chris Yonker made a motion to approve the September 17, 2014 agenda. Support by Alan Petrie. Passed all ayes.

Chris Yonker made a motion to approve the minutes from the August 20, 2014 meeting. Support by Bob Draves. Passed all ayes.

Citizen Comment:

There were no citizen comments.

Old Business:

FOIA – It was decided that the Secretary would act as the FOIA agent. There were no other changes to the policy as it was presented. Chris Yonker made a motion to approve Resolution 2 of 2014 with addition of Board Secretary or his/her designee. Todd seconded. Passed all ayes.

Jay informed the board that Thank You letters had been mailed to all of the volunteers that came into the station or called from home prior to the millage vote. The board was also informed that a thank you to all of the citizens who supported this millage had been sent to the editors of the Petoskey News Review, the Antrim County News and the Charlevoix County News for printing.

A Thank You card was sent around for all of the Board members to sign that was going to the Charlevoix County Community Foundation thanking them for all of their help in getting the grant money for the software/hardware for the Authority.

Approved November 19, 2014

New Business:

Eveline Township – The board needs to start working on getting a contract in place for Eveline Township. Bryan Graham has a to-do list to re-write the Articles of Incorporation to exclude them. Decision needs to be made on whether we negotiate a fee with Eveline Township or do we just set a fee and present that to them. Bob stated that we already know the taxable value of the area that we will be covering, and his feeling is that we bill them at 1 ½ times that value. That would also be the set charge for any other entity that may wish to join in the future. Per Bob Draves request, Tom Mann placed a phone call to Brian Meads to get his input in regards to Eveline Township. Brian said he was hesitant to charge them anymore than the 1%. Todd and Bob are both hesitant to negotiate with Eveline due to past experiences with them. Consensus of the board was that a policy needs to be established. Bob Draves made a motion to set a policy that is included in the Articles of Incorporation that states that any entity that wishes to join the Authority in the future on a contracting basis will be charged a fee of 1 ½ times the SEV of the area covered. Todd Sorenson seconded.

Vote by Roll Call: Bob Draves yes, Todd Sorenson yes, Alan Petrie yes, Chris Yonker yes, Tom Mann yes. Motion passed unanimously.

Treasurer's Position – Chris informed the board that his position as City of East Jordan Administrator will officially end on 10/3/14. The City Commission appointed John Doebel as his replacement on the board, and he will begin attending meetings next month. With Chris leaving, the board needs to appoint a new Treasurer. Tom Mann made a motion to appoint Alan Petrie as the Treasurer effective 10/3/2014. Bob Draves seconded. Passed all ayes.

Tom asked Chris if he would be willing to work with the board on a volunteer basis and Chris accepted. The consensus of the board was that was okay with them.

Wilson Township Contract – Todd wants to make some minor changes to the coverage area. In the places where East Jordan covers one side of the road and Boyne City covers the other side; he wants East Jordan to cover both sides of the road. The changes will be made and sent back to Bryan Graham for approval.

Business Plan – The consensus of the board was that a special meeting to discuss a business plan needs to take place. Some of the things that need to be decided are what the job responsibilities are and who is responsible for what. Tom stated that he would like to hold the special meeting on Thursday, October 2, 2014 at 5:00pm. The only thing on the agenda will be Business Plan Discussion.

Stationary, Envelopes & Thank You Cards- Jay reported to the board that he had obtained a quote to print official stationary for the Authority and asked what the boards' thoughts were on purchasing that. Tom Mann made a motion to approve the purchase of stationary, envelopes and thank you cards. Support by Bob Draves. Passed all ayes.

Citizen Comment:

Approved November 19, 2014

No citizen comment.

Todd Sorenson made a motion to adjourn the meeting. Support by Bob Draves. Passed all ayes.

President Mann adjourned the meeting at 6:30 pm.

Submitted by: Karen Watkins

Robert Draves, Authority Secretary

Approved November 19, 2014