

Jordan Valley Emergency Medical Services Authority
Monthly Meeting
November 18, 2015

Meeting called to order at 5:00 pm by President Sorenson.

Present: Todd Sorenson (Wilson Township), Cody Randall (Banks Township), John Doebel (City of East Jordan), Alan Petrie (Echo Township), Bob Draves (South Arm Township), Bob Hoffman (Accountant), Jay Peck (Staff), Karen Watkins (Staff)

Absent: Brian Meads (Jordan Township)

Pledge of Allegiance was led by Cody Randall.

Invocation offered by Jay Peck.

Alan Petrie made a motion to approve the agenda. Support by John Doebel. Passed all ayes.

Alan Petrie made a motion to approve the minutes from the August 19, 2015 meeting. Support by Cody Randall. Passed all ayes.

Alan Petrie made a motion to approve the minutes from the October 21, 2015 meeting. Support by John Doebel. Passed all ayes.

Treasurer's Report:

Todd Sorenson made a motion to approve the treasurer's report. Support by John Doebel.

Roll call vote:

Doebel: aye

Draves: aye

Randall: aye

Petrie: aye

Sorenson: aye

Nayes: none

Absent: Meads

Motion passed.

Approved: 12/20/2016

Accountant's Report:

Todd Sorenson made a motion to approve the accountant's report and approve paid bills. Support by Alan Petrie.

Todd stated that the executive committee discussed the need for adjustments to a few accounts that need to be done. These adjustments will be brought back to the board to have a budget amendment done at a later date. Also, Todd wanted to introduce Bob Hoffman to the board as the authority's new accountant. Mr. Hoffman stated that his firm had been working for the authority for just over a month now and they are in the process of streamlining the reports that the board would like to see so that there is less repetition of information. Also, since the authority runs a little different than his other clients, he is still in the process of learning the different funds and how the accounts are funded.

Roll call vote:

Doebel: aye

Draves: aye

Randall: aye

Petrie: aye

Sorenson: aye

Nayes: none

Absent: Meads

Motion passed.

Citizen Comment:

No citizen comment

Committee Reports:

The executive committee is looking at a couple of plans through MERS for retirement for the employees. This is just in the preliminary phase and there is nothing to bring before the board at this time as it is still unsure if this is something that the staff is interested in. There would be no charge to the authority for this.

Old Business:**Administrative Policies**

Executive committee is still working on these.

Approved: 12/20/2016

Millage Election:

Bob and Alan both stated that their boards would like to see the millage renewal and equipment replacement millage on the same ballot as two separate proposals. Cody stated that his board would like it to be all together as one proposal. John stated that the city council did not want an equipment replacement millage, only the renewal. Todd stated he thought his board wanted it as one proposal; however, it did not really matter as his township does not vote on the millage.

Todd Sorenson made a motion to place an extra .25 millage proposal for equipment replacement on the ballot. Support by Bob Draves.

Roll call vote:

Draves: aye

Randall: aye

Petrie: aye

Sorenson: aye

Nayes: Doebel

Absent: Meads

Motion passed.

Bob Draves made a motion to have the attorney write up draft millage language for up to .50 mill for operations and an additional millage of .25 mill for equipment replacement. Support by Alan Petrie.

Roll call vote:

Draves: aye

Randall: aye

Petrie: aye

Sorenson: aye

Doebel: aye

Nayes: None

Absent: Meads

Motion passed.

The board gave Jay permission to contact Bryan Graham to start drawing up draft millage language.

Approved: 12/20/2016

New Business:

Adjustment to Line Item 962.00

This is in regards to the uniform overage. The executive committee looked at this and is recommending that the board do an adjustment to this line item.

Motion by Bob Draves to do an adjustment to line item 962.00 to cover the overage plus add an additional \$1,000.00 dollars to cover any other expenses that may occur. Support by Alan Petrie.

Roll call vote:

Draves: aye

Randall: aye

Petrie: aye

Sorenson: aye

Doebel: aye

Nayes: None

Absent: Meads

Motion passed.

South Arm Township Letter

Bob Draves stated that he was given this letter at last month's South Arm Township meeting. He is not sure what triggered the letter, but does know that it was sent to all of the other townships and the city's boards. The board discussed the letter and feels comfortable with things are being done.

Longevity Pay

The board decided at back at budget time that the longevity pay would be left as was with the city, so it was left in the budget. Jay just wanted to make the board aware that he is the only employee eligible for longevity pay at this time and that he would be submitting to the accountant for pay. The board has no problem with the longevity being paid, but did state that the executive committee needs to make sure that it is addressed in the administrative policies.

Citizen Comment:

No citizen comment.

Approved: 12/20/2016

EMS Director Report:

Jay presented his report to the board. He stated that the Paramedic position had not been filled yet and that an ad will be going in the paper. Also, a reminder that after the December board meeting is adjourned there will be a meet and greet with the crew. If you have not turned in your website questionnaire, please do so.

Board Member Comments:

No board member comments.

Bob Draves made a motion to adjourn. Support by Alan Petrie.

Todd Sorenson adjourned the meeting at 5:49 pm.

Submitted by: Karen Watkins

Robert Draves, Authority Secretary