

GLEN ARBOR TOWNSHIP  
EMERGENCY SERVICES ADVISORY COMMISSION  
MEETING MINUTES  
September 14, 2022

Present: John Dalton, John DePuy, Linda Ihme, Peter Van Nort, Larry Krawczak, Jan Bauer, Ralph Mittelberger

Absent:

Glen Arbor Township representatives: Tom Laureto, Pam Laureto

Staff Members: Chief Ferguson, Nate Perdue, Steve Lienard, Pete Stern

Public: 1 member

The meeting was opened at 10:06 am by Van Nort

I. Pledge of Allegiance

II. Review and approval of agenda

Van Nort asked to add "issue of PFAS in turnout gear" to New Business. Dalton moved to approve the minutes as amended. Ihme seconded. Motion passed.

III. Conflict of Interest

None

IV. Public comment

None

V. Review and approval of August 10, 2022 minutes

P. Laureto noted that in Old Business, section VII A. "prefer not doing his" should read "prefer not doing this." Motion to approve the August 10, 2022 minutes as amended by DePuy. Seconded by Ihme. Motion passed.

VI. Review of Monthly Check List (start with check #14918) and Payroll for August

Dalton asked about the final cost of the trailer and Ferguson said \$23,425. Dalton asked if check #14947 from Arbor Professional Solutions was our 2nd check. Ferguson thought it was our 3rd or 4th. P. Laureto mentioned that we have received about \$1,000 back. Dalton asked if #14949 for ESO Solutions was an annual cost and Ferguson confirmed. Dalton asked Ferguson if he had an estimate for the drain repair at Station 2. Ferguson said \$5,200. A motion was made by Mittelberger, seconded by Ihme that the check list, including the verbally read bills, and payroll payments have been reviewed, to recommend payment of unpaid checks to the Glen Arbor Township Board, and to report concurrence with the checks that were necessary to pay early. Motion approved.

VII. Review of Revenue & Expense Report and Balance Sheet for August

Ferguson had a question about the aging summary and P. Laureto explained it. Van Nort asked about the Misc. Revenue account and P. Laureto said it was the grant that came in from Firehouse Subs to pay for the ventilation fans. Van Nort noticed that three accounts are in the 50-60% range of the budget. Ferguson said we will have to make an adjustment, seeing as fuel

prices are the way they are. DePuy said that overall the cost center was only at 25% of the budget and he thought we were tracking well so far. Van Nort asked if 336-935 fire insurance was an annual expense and Ferguson confirmed.

#### VIII. Staffing Report

##### a. Introduce staff

Ferguson introduced Nate Perdue, Lt. Lienard, and Pete Stern who were in attendance.

##### b. General staffing status report

None

##### c. Exit interview results, if any.

None

##### d. Review of GLFD monthly Staff and Officer Minutes

None

#### IX. Operations Report

Ferguson reported 72 calls for August, which was busy. He explained that he and Lt. Lienard will go to Charlotte for three days beginning Sept 25 to go over all of the details of the new engine. On August 16 multiple agencies including GLFD were in Empire executing active shooter drills. They have received the bulletproof vests and helmets. The new boat trailer arrived a two weeks ago. The old one has not been listed for sale yet. The new trailer is working well but needs a few adjustments. Ferguson said they received the Assistance to Firefighters grant through FEMA. Krawczk asked if that was the \$95,000 grant he read about in the paper and Ferguson said it was. Dalton asked about the mutual aid ALS intercepts with Cedar. DePuy said has partial ALS so we still offer mutual aid when they are operating at Basic Life Support. Cedar still has a relationship with Leland and with Traverse City. Van Nort asked if there was anything ESAC should be aware of in the officer meetings. Ferguson said they were discussing mandatory overtime. DePuy said Jay Morse should be congratulated for passing the nursing exam. DePuy asked if the gas station in Empire will be closed during renovation. Ferguson had not heard anything yet but said if they do, it won't affect the fire department as they have their own have diesel tanks. He thought a new building would go up behind the original one, then when it is finished, they will tear down the original building.

#### X. Old Business

##### a. 2023-2024 Proposed Budget

Ferguson pointed out that last year's approved capital expenses should read \$695,000 not \$645,000. P. Laureto said the title on the front page should be FY 23-24. Dalton questioned Ferguson about the inclusion of income as a new line item, and whether it should have been subtracted from the total operation expense. Ferguson said he thought that was recommended last year. Dalton asked Ferguson why he listed all of the income except Empire's expected income. Ferguson said he wanted to know what the shared costs were. Van Nort noted that the public hearing would occur tonight at 7 pm and asked if ESAC will take the budget to the

board next week. T. Laureto confirmed. Ferguson said the most significant increases were in personnel. He offered to change how the income is presented.

b. Union Contract Update

No update as they are still in negotiations.

c. Report on Payroll Software Ability to Generate OT

Ferguson presented a report and noted the cover sheet took 4 hours. The first page shows the full details: the number of hours worked and for what reasons. The second page is what Ferguson sends to P. Laureto, who sends it to the payroll company. Pages 3 and 4 show each individual's pay. The fifth page shows details for our schedule software but it does not differentiate the kinds of OT. There is currently no way to do so. This document shows the amount of detail we can get out of our scheduling software the way it is now.

Dalton asked if the top report gives the reason for OT and Ferguson said yes. The cover page shows all the information, but does not show when shifts are traded. Trades do not produce OT. It is not possible to get this data without calculating it by hand. The software company has not answered whether or not they can do it. The payroll company says it can't do it. No matter what we do it is not going to match. P. Laureto commented that the first sheet took 4 hours and last time it took 6. She said we have 3 people checking payroll. There are many ways of keeping track and double checking, and many individuals are signing off on things. Ihme questioned if, as long as numbers are in line, it is necessary to go through all this information. DePuy agreed and thought there are other things more important for Chief to do than break this out every two weeks. Ferguson reiterated there is no easy way to do it. Van Nort asked Dalton and Krawczak if they were comfortable with Ferguson not doing it. Dalton reminded the group that last year there was a lot of unaccounted OT, and not knowing why seems to be a problem. He noted many people are looking at the numbers but not a lot of people are seeing why these numbers are so. Ferguson said he would like to sort out Dalton's notion of unaccounted hours, as he was under impression that it had been settled. Dalton said the report goes a long way to understand the numbers but understands it is a time trade-off. Ferguson said it makes the most sense to have the scheduling software do this. Van Nort suggested Ferguson ask the software company to look into it.

XIII. New Business

a. PFAS in turnout gear.

Van Nort asked if the internal lining of the turnout gear has PFAS. Ferguson said yes. DePuy asked if the turnout gear is MIOSHA approved. Ferguson said yes. Dalton asked if there is an alternative and the answer was no. Discussion ensued. Perdue reported that PFAS is in all three layers of the turnout gear. There are zero replacement options. IAFF has been pursuing this issue. Perdue said that latest statistics show that 1 in 4 fire fighters get cancer. We've already had two staff with cancer. Our department has done everything it can to decrease the cancer risk. This is a new issue.

XIV. Board Member Comments

None

XV. Public Comment

T. Laureto said that feedback from the community regarding the 9-11 ceremony was disappointment with the light crowd. He recognized that the Iron Man race occurred that day and that it was a Sunday. He suggested that next year we roll out the yellow sign and make sure to get it in paper.

XVI. Adjournment

Van Nort declared the meeting adjourned at 11:12am

NEXT MEETING: October 12, 2022

Minutes prepared by  
Michele Aucello  
Deputy Clerk, Glen Arbor Township

APPROVED