

On April 13, 2016 the Rogers City Area Ambulance Service Authority Board held a meeting in the Presque Isle County Old Commissioner's Meeting Room. The meeting was called to order by Chairman Kirk Schaedig, at 6:00 p.m.. Secretary, Martha Roznowski called the roll.

Bearinger Township	Archie Patterson	Belknap Township	Terry Basel
Bismarck	John Kleiber	Krakow Township	Mike Grohowski
Metz Township	Louis Urban	Moltke Township	Kirk Schaedig
Ocqueoc	Jerry Counterman	Posen Township	James Zakshesky
Pulawski Township	Martha Roznowski	Rogers City	Absent
Rogers Township	Randy Smolinski	CLSS	Jim Fleury

Martha Roznowski read the minutes. A motion was made by Randy Smolinski and seconded by Jerry Counterman to accept the minutes. All in favor and the motion was approved.

The treasurers report was presented. Patterson stated assets are now showing on the balance sheet and the assets and liabilities/equity now balance. Also, included in our packet is the financial income and expense report, a profit and loss budget comparing actual amount spent, and a check detail. The insurance was budgeted low and will need to be amended. A motion made by Mike Grohowski and seconded by John Kleiber to approve the treasurers report as presented. All in favor and the motion carried.

There was no public comment.

Old business: Jim Fleury reported the ambulance center appliances are working good.

Discussion was held on putting the bid out. Jim Fleury stated he would like to have us consider and expansion to the garage. Our runs are up and the ambulances are racking up the miles, which may create a need to consider purchasing a new one as early as December, 2017. If another diesel would be purchased it would be too long for the garage because it will have a truck chassis. He would like to see an additional 16 feet added out toward Park Drive. Therefore, he was questioning whether the roof replacement should be after any additions. The roof is already 20 years old so it might be better to go on as planned and weave a new roof in. It was also discussed that we might need a designer for an addition. We do have the blueprint from the existing building but we would need a seal on a blueprint, for the addition, showing it was examined by an architect. Also, the slope of the floor, would need to be adjusted for proper drainage. Jim Fleury was hoping the project would be possible by next year. Discussion was held on having the bid broke down in components. It would be one total bid, but the cost of each item could be compared and maybe done in segments. It was decided to get the bid out and have a mandatory pre-bid walk thru for anyone interested in bidding. A short time later the bid would be due. Bid packets will be available the day of the walk thru and at the ambulance center. The secretary will put it in the Alpena News for two days and the Presque Isle Advance for April 27th publication. It was mentioned we should consider social media and Randy Smolinski offered to take charge of that. The walk thru will be May 4, 2016 and the bid deadline is June 1, 2016. A committee will review the bids, at a time and date agreeable to them and bring their recommendations to us at our next regular scheduled meeting. Jim Zakshesky, Mike Grohowski, Kirk Schaedig and Randy Smolinski volunteered to review the bids.

The budget will be presented at the June meeting. Fiscal year starts, July 1, 2016. Archie Patterson, Treasurer, stated he will not be at our June meeting and will do a draft budget before that meeting. A motion was made by Louis Urban to form a committee, for a budget workshop, consisting of Kirk Schaedig, Jim Zakshesky, Archie Patterson and Martha Roznowski. Seconded by Randy Smolinski. All in favor and the motion carried. Patterson will set a date and time agreeable to committee members.

Archie Patterson said he would like to add to the treasurers report of bills due, check #479 to Martha Roznowski for \$11.73 for stamps and check #480 to Mike Vogler for \$12.50.

The amendment of the by-laws was discussed. A motion was made by John Kleiber and seconded by Jim Zakshesky to accept the proposed amendments as presented. A roll call vote was done with all entities present voting yes. No nays. Motion carried.

Archie Patterson gave us an update on the insurance. He spoke with Steve Lappan and clarified CLSS carries the insurance on the building, equipment and the liability of the facility. Lappan carries the board liability and the treasurers bond. Archie will call CLSS for a copy of the coverage they are carrying for us.

The CLSS report was presented by Jim Fleury. February was a good month, however, March topped it with 118 calls. The most ever in one month. Staff is doing good with the increase in volume despite one full time employee resigning. Another full time person will be hired and the former employee agreed to be a contingent, available to help staffing when necessary. Some expenses are up, due to more runs, but the income is up about 27% also. Jim stated he was able to get the hazard waste management down to around \$2,000.00 which is far better than the \$10,500.00 spent in the past. Our YTD loss is \$53,430.00 which is about \$85,000 ahead of what was planned.

A question was asked, who does the snow plowing in the winter. Jim Fleury stated bids were put out and awarded to Fleis.

The new ambulance is on the assembly line and may come as early as June. The Chassis has been delivered. Antrim County ambulance has an air deflector, installed on their truck, that forces air down the back of the truck and helps keep it clear. Snow stays on the LED lights as they are cooler. It does cut down on the mileage but has a safety reward. It can be purchased for \$600.00 to \$800.00. This feature could be added on the new ambulance and if it works well it may be considered for other ambulances in the fleet. Jim Zakshesky made a motion we purchase the air deflector. Seconded by Jerry Counterman. All in favor and the motion carried.

A board member ask how the ambulance would get here. It will be brought in on a semi to Holland, MI where is will receive the graphics and an upgrade to the suspension and bumper. Jim Fleury said someone will be flown down to Grand Rapids to inspect the ambulance to make sure it meets our required specs. Mark Wilk will put the radio system in. The radio will be moved from the old truck and we will only have to pay for the installation cost.

The old truck will be retired as it needs new injectors and will be placed for bids.

Jim Fleury reported there is no written policy in Cheboygan on repetitive no transports. It is usually at the discretion of manager after receiving feed back from the crew. Jim Fleury thought there was a policy in place about 9 or 10 years ago. The secretary will need to look thru old minutes for this. It was recommended we start a policy notebook. There is one party that is abusing the 911 system and has dispatch and officers upset. Jim stated he believes that citizen is being charged \$100.00 after a number of non-medical runs.

With the addition of two bills to the list, as stated earlier, as presented during the treasurers report, a motion was made by Jerry Counterman and seconded by Mike Grohowski to pay the bills. All in favor and the motion carried.

A motion to adjourn was made by John Kleiber and seconded by Mike Grohowski. All in favor and the motion carried. The meeting was adjourned and 7:28 p.m. The next scheduled meeting will be June 8, 2016, at 6:00 pm.

Submitted by Martha Roznowski, Secretary
Rogers City Area Ambulance Service Authority Bd