

Jordan Valley EMS Authority  
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**Jordan Valley EMS Authority  
Special Meeting Minutes  
January 9, 2025 5:30 pm**

**Present:** Board members Mark Penzien, Tim Timmer, Jim Rathbun, Alex Busman and Brian Olszewski.

**Absent:** Jay Peck

**Others:** Ryanne Lucero, Kim Brooks, Heather Jackson

**Guests:** 1

Pledge of Allegiance led by Mark Penzien

Invocation was given by Jim Rathbun

Meeting called to order at 5:33 by Penzien.

**Approval of agenda:** Busman motioned to approve, supported by Timmer, all in favor, motion carried.

**Approval of December 18, 2024 special meeting minutes:** Rathbun motioned to approve, supported by Timmer, all in favor, motion carried.

**Public Comment:** None at this time

**Agenda Items:**

Deferred Payments: Discussion was had to prioritize and pay accordingly.

Operations Consultant Contract/Billing Consultant Bids: Board would like to revisit Webers contract at the next meeting. Billing Consultant bids – Only one was received. Brooks to send a copy to all Board members to look over and will be discussed at next meeting.

Discussion was had regarding the 6X6 ATV owned by the Authority. It does not get used. It was suggested that maybe Banks Twp Fire and Rescue could use it. Busman brought the idea to Banks Twp. They would like to accept the offer. It was discussed to sell to them for \$1, as is. Motion was made by Penzien to allow papers to be drawn up for 6 x 6, supported by Rathbun. All in favor, motion carried. Penzien and Timmer to draw up papers and bring to next meeting.

Timmer presented a promissory note for a loan from Echo Twp to the Authority. Timmer gave an overview of the note and gave all Board members a copy to look over. There was a motion by Busman to accept the loan and terms, supported by Rathbun. Roll Call Vote: Voting for – Olszewski, Timmer, Penzien, Busman and Rathbun. Voting against: None Absent: Peck. Motion carried.

There were several items requested to be put on the next meeting agenda as old and new business. Motor in the bay, A4 sale, A3 box condition, maintenance schedule, truck tour, budget, vehicle millage fund for maintenance payments/when available (question for attorney), Authority attorney retirement and search for replacement. Penzien to work on RFB.

Budget discussion was had regarding many items – adding line items, balance sheet, pay back for city and townships, payback to the vehicle fund, accountant and city monthly bills. Vehicle fund balance and the balance of truck payments for the rest of the fiscal year.

There was discussion regarding Wilson Twp and their actions regarding our coverage contract. Need to look at Articles of Incorporation, new vs old.

Steve Middleton proposed a plan for vehicle maintenance. Presented a copy to all Board members to look over. Will discuss next meeting.

The Board would like Lucero to get quotes for new monitors with payment plans, talk to rep regarding trade-in for new truck, call Sienna and O-Tech regarding radio update and maintenance, health insurance plans for renewal and to check with C3F regarding grants and endowment fund monies donated to us. Timmer made suggestion regarding crew wages for a stable schedule. He would like Lucero to crunch numbers to adequately fill trucks.

Rathbun to report to Board regarding Jordan Twp loan.

Brooks to get actual millage revenue for 25-26 fiscal year to Jackson and to get total of bills owed to Timmer.

**Public Comment:** None at this time.

**Board Member Comments:** Rathbun thanked Steve for the maintenance proposal. Busman will not be at the 1/22/25 meeting. Penzien will be working on the bylaws and mission statement.

Meeting adjourned at 8:48 by Penzien

Submitted by: Kim Brooks Kim Brooks 1-29-25

Board Secretary: Jim Rathbun: J. Rathbun