Jordan Valley EMS Authority Board Meeting Minutes
September 24, 2026 at 5:30pm
304 Fourth St. East Jordan MI 49727

1. Call to Order and Pledge of Allegiance: 5:33pm
2. Invocation: Mark Penzien
3. Roll Call: Brian Olszewski (Wilson Twp), Tim Timmer (Echo Twp), Joshua Chamberlain (South Arm Twp), Mark Penzien (City of East Jordan), Alex Busman (Banks Twp), Jim Rathbun (Jordan Twp). Staff: Joel Yonkman (EMS Director), Andrea Seese (Meeting Minutes Recorder), Heather Jackson (EMS Accountant), Hope Wynkoop-Morris (Biller).
4. Guests: 7 (signed in)
5. Approval of Agenda: Chamberlain made a motion to approve, supported by Timmer. Discussion was had in regard to adjusting/adding items to the agenda, both Chamberlain and Timmer wanted additions. Agreed, added inquiry into late fees as well as multiple Verizon accounts. All in favor, Motion Carried. Agenda adjusted accordingly.
6. Approval of Past Minutes: August 19, 2026-Olszewski made a motion to approve, supported by Timmer. All in favor, Motion Carried. August 31, 2026-Olszewski made a motion to approve, supported by Timmer. All in favor, Motion Carried.
7. Acceptance of Accountant's Report: September 2026-Busman made a motion to approve, supported by Rathbun. All in favor, Motion Carried.
8. Public Comment: No public comment at this time.
9. Treasurer's Report: Timmer reported starting to see receivables. Busman and Timmer have continued to monitor outstanding balances, along with services and uses tracking. Indicated the authority can always use more cashflow however it is estimated about $15000.00 ahead at time of review. Reminder of millage monies come December.
10. Unfinished Business: Credit Card Policy; Previous three board recommended changes made to policy and submitted to and returned from attorney with additional recommendations. Discussion had regarding lost/missing receipts related to long distance transfers, specifically fuel and meals. Discussed options such as paying for own, submitting claim, reimbursement vs a possible stipend for long distance transfers. Billing discussion related to types of calls, payment methods, tracking, noted an increase in transfers. Bylaws committee indicated they were planning to regroup.
    Directors Review; scheduled for a special meeting Monday, October 5, 2026, at 5:30pm.
11. Directors Report: Provided overview of first few weeks of operating in Boyne Valley. Discussion regarding the Mechanic Program, upcoming maintenance

needs as well as general information to provide a better handle of fleet. Timmer presented a motion to discontinue the mechanic services of JVEMSA, citing a deadline of 2.28.27 to show revenues received (not receivables) are sufficient to cover payroll and benefits for mechanic, repayment of loan balance to the equipment fund, $35000.00 was the initial request, following discussion it was then amended to $20000.00 by 2.28.27 and $15000.00 to be paid by 3.31.26. Rathbun supported. All in favor, Motion Carried.

12. Busman made a motion to enter into closed session at 8:18pm, supported by Rathbun. All in favor, Motion Carried. At 8:23pm Busman made a motion to return to open session, Rathbun supported. All in favor, Motion Carried.
13. Public Comment- LCEMSA Director provided insight between credit card and petty cash. Boyne Valley representative wanted to thank board and director for their patience through the transition.
14. Board Comments: No additional comments.
15. Motion to adjourn meeting made by Penzien. Meeting adjourned at 8:28pm.

Presented by: Andrea Seese_____

Board Secretary: Jim Rathbun_____