

MARINE CITY AREA FIRE AUTHORITY AGENDA

Regular Meeting: Wednesday, June 15th, 2016 @ 7:00 pm

Marine City Area Fire Authority Hall, 200 S. Parker St., Marine City, MI 48039

1. CALL TO ORDER
2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. COMMUNICATIONS
5. APPROVE AGENDA (Additions/Deletions)
6. APPROVAL OF MINUTES
 - a. Public Hearing – '16-'17 Fiscal Year proposed budget – April 20th, 2016
 - b. Regular Meeting – April 20th, 2016
7. PUBLIC COMMENT
8. CHIEF'S REPORT
9. UNFINISHED BUSINESS
 - a. Insurance presentations and approval – Burnham & Flowers, Nickel & Saph
10. NEW BUSINESS
 - a. City of Marine City Operations & Maintenance Plan for Storm Drainage Systems & Oil Water Separator/Grease Trap agreement - review and approval
 - b. Personnel Action forms – Chief Slankster
11. FINANCIAL BUSINESS
 - a. Disbursements through 06/08/16, including payroll - \$35,152.24
 - b. Preliminary Balance Sheet / Finance statement
 - c. Revenue / Expenditures statement
 - d. Budget amendment – MCAFA Resolution #2016-01 review and approval
12. BOARD MEMBER COMMENTS
13. ADJOURNMENT

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MARINE CITY AREA FIRE AUTHORITY AGENDA

Public Hearing for '16 – '17 Proposed Budget:

Wednesday, April 20th, 2016 @ 7:00 pm

Marine City Area Fire Authority Hall, 200 S. Parker St., Marine City, MI 48039

1. CALL TO ORDER

The meeting was called to order by Chairman Larry Simons at 7:00 pm.

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

3. ROLL CALL

Roll call was taken. Present – Marine City Representatives; Vice-Chair Lisa Hendrick Treasurer and Steve McConnell. Cottrellville Township Representatives; Mary Agnes Simons and Tom Whitenight. East China Representative; Chairman Larry Simons. China Township Representatives; Secretary Linda Schwehofer and Julia Rust. Also present were Chief Joe Slankster, Asst. Fire Chief David Vandenbossche and Administrator Jennifer Vandenbossche.

East China Representative Don Beaudua was absent and excused.

4. PUBLIC COMMENT

None

5. BOARD MEMBER COMMENTS

Lisa Hendrick asked if Chief Slankster felt confident with the budget reduction especially since some of the call totals were down. Chief Slankster discussed meeting with Jennifer and Asst. Chief Vandenbossche and how the almost 10% overall budget reductions were decided. He also addressed the changes in cost reduction or increase for each municipality. All municipalities, except China Twp. had a cost reduction. He discussed the additional cost savings of about \$300 a month by switching to LED lights and Asst. Chief Vandenbossche also mentioned motion light sensors for additional savings. Chief Slankster additionally discussed the need for the kitchen range replacement since the parts were no longer available and the manufacturing date is about 1947. The company also advised not to use the range any longer because of the gas leaks around the valves. Several groups and organizations use the range when they use the station. Lisa thanked the committee and advised that they did a good job on this proposed budget.

Linda Schwehofer advised that the budget looked good and they did a good job.

Steve McConnell advised that the proposed budget looked good.

Julia Rust advised that she had no concerns.

Mark Posey advised that it looked good.

Mary Agnes Simons advised that it looked good.

Larry Simons discussed that the budget continually drops in order to help the communities and eventually it will have to go up.

Tom Whitenight commented that saving money in capital improvements and putting down payments have helped in reducing the budget.

Asst. Chief Vandenbossche mentioned that the Board would need to start thinking about future staffing needs and coverage for the next budget.

6. ADJOURNMENT

Linda Schweihofer, supported by Julia Rust, made a motion to adjourn the meeting at 7:12 pm.
A/A M/C The meeting was adjourned.

Respectfully submitted by,
Jennifer Vandenbossche, Administrator

Marine City Area Fire Authority

10b.

Regular Board Meeting Wednesday, April 20th, 2016 at 7:13 pm

Marine City Area Fire Authority Hall, 200 S. Parker St., Marine City, MI 48039

1. CALL TO ORDER

The meeting was called to order by Chairman Larry Simons at 7:13 pm.

2. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was followed by a moment of silence.

3. ROLL CALL

Roll call was taken. Present – Marine City Representatives; Vice-Chair Lisa Hendrick Treasurer and Steve McConnell. Cottrellville Township Representatives; Mary Agnes Simons and Tom Whitenight. East China Representative; Chairman Larry Simons. China Township Representatives; Secretary Linda Schwehofer and Julia Rust. Also present were Chief Joe Slankster, Asst. Fire Chief David Vandenbossche and Administrator Jennifer Vandenbossche.

East China Representative Don Beaudua was absent and excused.

4. COMMUNICATIONS

None.

5. APPROVE AGENDA (Additions/Deletions)

Chief Slankster requested to add item 10b. Personnel Action Forms for a new hire. Larry Simons, supported by Linda Schwehofer, made a motion to add item 10b. A/A M/C

6. APPROVAL OF MINUTES

a. Steve McConnell, supported by Linda Schwehofer, made a motion to accept the minutes of the February 17th, 2016 regular board meeting as presented. A/A M/C

7. PUBLIC COMMENT

Asst. Chief Vandenbossche advised that he had attended last month's SCC Fire Chiefs' meeting and they were advised that the County Wide Paging system would need to be updated. The current system will only be tech supported by Motorola for another 6 months. The county will have to come up with funding for the new system. He advised that this was informational at this time wanted to make sure the Board was aware of the potential radio issues.

8. CHIEF'S REPORT

Chief Slankster reviewed his Chief's report. He went over some of the report information including the grant meeting that he and Asst. Chief Vandenbossche had with Trustee Matt Kovalcik and the Lenox Twp. Fire Chief. He and Asst. Chief Vandenbossche thanked Trustee Kovalcik for the meeting and information. He also advised that THEMS was switching AED units next year and we may potentially have to look at changing our AED units also for compatibility issues. He would like to hold off on purchasing AEDs in this budget for that reason.

9. UNFINISHED BUSINESS

a. Lisa Hendrick reviewed the Fire Chief evaluation form that was completed by all Board members except Mary Agnes Simons. All evaluation responses were positive. The evaluation was signed by Chairman Larry Simons and Fire Chief Slankster and will be filed.

b. Julia Rust, supported by Linda Schwehofer, made a motion to approve the new '16-'17 Fiscal Year budget as presented. A roll call vote was taken. A/A. M/C Larry thanked the budget committee, Chief Slankster, Asst. Chief Vandenbossche and Jennifer again for their work.

10. NEW BUSINESS

a. Lisa Hendrick reviewed an ADA handout that was informational regarding a recent review by the State Bureau of Elections. The DPW will put in a permanent handicap van parking sign. Chief Slankster asked that this be done as soon as possible because the lot may be getting some maintenance done. Chief Slankster advised that the door switch would now be left on and the door arm should not bend the other way now. Lisa Hendrick, supported by Linda Schwehofer, made a motion to let Chief Slankster take over handling the handicap sign issue and marking the parking lot for van accessibility. A/A M/C

b. Chief Slankster reviewed a Personnel Action form for new hire Kevin Smith. He does not have certifications at this time. Linda Schwehofer, supported by Steve McConnell, made a motion to approve the form for hiring Kevin Smith at \$9.00 per hour. Roll Call vote taken. A/A MC

11. FINANCIAL BUSINESS

a. Linda Schwehofer, supported by Tom Whitenight, made a motion to approve the disbursements through 04/12/16 as presented in the amount of \$50,650.09. A roll call vote was taken. A/A M/C

b. Lisa Hendrick, supported by Mark Posey, made a motion to accept and file the Preliminary Balance Sheet and Finance Statement. A/A M/C

c. Mary Agnes Simons, supported by Lisa Hendrick, made a motion to receive and file the Revenue / Expenditures statement. A/A M/C

12. BOARD MEMBER COMMENTS

Jennifer Vandenbossche thanked everyone for their continued support and advised we should be getting insurance quotes for next year and they will be sent out as soon as possible after they were received. They try to wait because of market value for their quotes.

Lisa Hendrick thanked the budget committee again and discussed posting hiring on Facebook. Chief Slankster advised that he has posted it.

Steve McConnell thanked everyone.

Linda Schwehofer thanked the firefighters for a good job and everything they do.

Julia Rust thanked everyone.

Mark Posey commented on the good job by everyone.

Mary Agnes Simons advised everyone had been doing a good job.

Tom Whitenight gave out a 'kudos' to everyone.

Chief Slankster thanked everyone for their support and discussed a couple of opportunities coming up for live burn training and a couple of recent structure fires. He also asked the Supervisors to mention the MCAFA hiring during their meetings. Lisa also discussed notifying the water plant during hydrant use for fires.

Larry Simons thanked everyone. He also asked about any updates with Clay Twp. providing EMS services. Chief Slankster advised that is was at the State level and there were no updates.

13. ADJOURNMENT

Linda Schwehofer, supported by Steve McConnell, made a motion to adjourn the meeting at 7:43. A/A M/C The next meeting will be Wednesday, June 15th, 2016 at 7:00pm.

Respectfully submitted by,
Jennifer Vandenbossche, Administrator



MARINE CITY AREA FIRE AUTHORITY

200 South Parker Street • Marine City, Michigan 48039
810-765-8840 • Fax 810-765-5199

June 15, 2016

To: MCAFA Board

From: Joseph Slankster, MCAFA Fire Chief

Re: Monthly Activity Report

The following is a list of duties I have worked on throughout the month of May / June.

- Chief's monthly duties (Bills, Time tickets, ext.)
- Conducted board of control meeting with the Officer's.
- Completed end of month State fire reports and Ems reports and submitted.
- Completed township reports and delivered.
- Made 71% of calls for the last two months.
- Completed monthly truck inspections.
- Attended meeting with Asst Chief Vandenbossche on Motorola Radio's.
- Attended budget meeting with committee.
- Made several appointments for equipment maintenance.
- Switched back to Midnight shift.

Respectfully,

A handwritten signature in black ink, appearing to read "Joseph Slankster".

Joseph Slankster
MCAFA
Fire Chief

10a.

Operation & Maintenance Plan for
STORM DRAINAGE SYSTEMS & OIL WATER SEPARATOR/GREASE TRAP

Marine City Area Fire Authority

200 S. Parker, Marine City, MI 48039

I. Responsibility for Maintenance:

A. Routine maintenance of the oil/water separator and grease trap must be completed on a scheduled basis by the owner or lessee. All interior catch basins or other interior stormwater structures must be maintained and inspected on a scheduled basis at the site of the Marine City Area Fire Authority.

B. If the site is notified by the local DPW, zoning administrator or municipal engineer, either verbally or in writing, within 10 calendar days of this notification action is required, unless other acceptable arrangements are made with the City of Marine City. Emergency maintenance (when there is endangerment to public health, safety or welfare) shall be performed immediately upon receipt of verbal or written notification. If the Marine City Area Fire Authority fails to act within these timeframes, the City of Marine City or successors may perform the needed maintenance and assess the cost against the Marine City Area Fire Authority, plus an administrative fee.

II. Funding:

A. The Marine City Area Fire Authority is required to pay for all continued maintenance activities.

III. Maintenance Tasks and Schedule:

A. POST CONSTRUCTION:

1. Semi-annually (six months) inspect the oil water separator and grease trap, if over half full schedule a licensed contractor to empty and dispose of the water/oil/grease in the separator/trap. Make sure a bill of lading or other documentation is obtained that documents proper disposal and keep these records.

2. Annually inspect interior catch basins for sediment within the catch basin sumps. Removal of sediment is required if within 12 inches of an inlet or outlet pipe in the structure.

3. Every two (2) years inspect the structural elements of the storm system (restrictor, catch basins, ect.) noting any failures. Correct as needed.

4. If catch basin inserts are in place, inspect every 6 months and replace screens, filters, cloth as necessary for the particular type of insert.

B. VEHICLE AND EQUIPMENT CLEANING:

1. Use biodegradable, phosphate-free detergents for washing vehicles as appropriate.

2. Do not wash near storm drain inlet locations to avoid discharges to the storm drain system. Design wash areas to properly collect and dispose of wash water when engine cleaning is conducted and when chemical additives, solvents, or degreasers are used.

3. Consider washing vehicles and equipment inside the building if washing/cleaning must occur on-site.

4. If washing must occur on-site and outdoors:

- ◆ Use designated paved wash areas. This area must be well marked with signs indicating where and how washing must be done. This area must be covered or bermed to collect the wash water and graded to direct wash water to a treatment or disposal facility.
- ◆ Oil changes and other engine maintenance cannot be conducted in the designated wash area. Perform this type of maintenance in a designated area.
- ◆ Cover the wash area when not in use to prevent contact with rain water.

5. Use hoses with nozzles that automatically turn off when left unattended.

6. Perform pressure cleaning and steam cleaning off-site to avoid generating runoff with high pollutant concentrations.

7. Sweep washing areas frequently to remove solid debris as well as inspect and maintain sumps, oil/water separators & grease traps, and on-site treatment/recycling units.

C. SPILLS:

- Identify key spill response personnel and train employees on who they are.
- Store and maintain appropriate spill cleanup materials in a clearly marked location near storage areas; and train employees to ensure familiarity with the site's spill control plan and/or proper spill cleanup procedures.
- Locate spill cleanup materials, such as absorbents, where they will be readily accessible (e.g. near storage and maintenance areas).
- If a spill occurs, notify the key spill response personnel immediately.

- If the spill gets into the storm drainage system contact the local DPW staff at:
 - ◆ During Business Hours:
(810) 765 – 9711

 - ◆ After Hours:
Michael Itrich – (810) 650 - 8257

- If safe to do so, attempt to contain the material and block the nearby storm drains so that the area impacted is minimized. If the material is unknown or hazardous wait for properly trained personnel to contain the materials.
- Spills or leaks from vehicles in parking lots such as oils, antifreeze, or fuels should be addressed immediately when noticed by staff working at the site. The spill MUST be cleaned up using adsorbent materials such as Oil Dry or even kitty litter and then swept up and disposed of. DO NOT hose down and wash into the storm drain system, these systems drain directly to rivers in our area and eventually the Great Lakes.
- Solid materials should be swept up and disposed of properly. DO NOT hose down and wash into storm drain system, these systems drain directly to rivers in our area and eventually to the Great Lakes.

IV. Records:

A. The Marine City Area Fire authority shall keep a written log of both preventive and corrective maintenance activities. At minimum, the log shall contain the date of the inspection, the reason for the inspection, the conditions encountered and the resulting activities. The log shall be available for review at the request of the City of Marine City. If a site is sold to another, this Operation and Maintenance agreement must be transferred to the new owner and the City of Marine City must be informed of the change in ownership within 14 days of the sale.

V. Site Access

A. If there is a drainage issue/problem on a site that has to do with the storm drainage system, best management practices or is discharging too much storm water or water that does not appear to meet water quality standards the owner must let the municipality or designee onto the property to inspect the system.

I have read this document and agree to implement the operation and maintenance procedures listed for this site to protect storm water quality leaving this site.

Authorized Signature

Date

Email address of responsible party: _____

**Marine City Area Fire Authority
Checks / Disbursements
April 13 through June 8, 2016**

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Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liability Check	online	05/07/2016	United States Treasury	Northstar Checking		-2,412.96
				24000 · Payroll Liabilities	-666.00	666.00
				24000 · Payroll Liabilities	-707.93	707.93
				24000 · Payroll Liabilities	-707.93	707.93
				24000 · Payroll Liabilities	-165.55	165.55
				24000 · Payroll Liabilities	-165.55	165.55
					-2,412.96	2,412.96
Liability Check	online	06/04/2016	United States Treasury	Northstar Checking		-2,497.18
				24000 · Payroll Liabilities	-760.00	760.00
				24000 · Payroll Liabilities	-703.95	703.95
				24000 · Payroll Liabilities	-703.95	703.95
				24000 · Payroll Liabilities	-164.64	164.64
				24000 · Payroll Liabilities	-164.64	164.64
					-2,497.18	2,497.18
Bill Pmt -Check	2640	04/19/2016	APCO Supply	Northstar Checking		-33.58
				740.000 · GENERAL SUPPLY	-33.58	33.58
					-33.58	33.58
Bill		04/19/2016		Northstar Checking		-185.23
				853.000 · PHONE EXPENSE	-185.23	185.23
					-185.23	185.23
Bill Pmt -Check	2642	04/19/2016	Darley	Northstar Checking		-184.49
				740.000 · GENERAL SUPPLY	-184.49	184.49
					-184.49	184.49
Bill		04/19/2016		Northstar Checking		-93.14
				727.000 · OFFICE SUPPLY	-93.14	93.14
					-93.14	93.14

Marine City Area Fire Authority
Checks / Disbursements
 April 13 through June 8, 2016

Bill Pmt -Check	2644	04/19/2016 SEMCO Energy	Northstar Checking	-93.14	93.14
Bill		04/19/2016	923,000 · NATURAL GAS	<u>-281.99</u>	281.99
Bill Pmt -Check	2645	04/19/2016 VISA	Northstar Checking	-281.99	281.99
Bill		04/19/2016	802,000 · CONTRACTUAL SERVICES	-42.40	42.40
Bill Pmt -Check	2646	05/01/2016 Airgas	740,000 · GENERAL SUPPLY	-214.18	214.18
Bill		05/01/2016	Northstar Checking	<u>-256.58</u>	256.58
Bill Pmt -Check	2647	05/01/2016 City of Marine City	Northstar Checking	-94.04	-94.04
Bill		05/01/2016	740,000 · GENERAL SUPPLY	<u>-94.04</u>	94.04
Bill Pmt -Check	2648	05/01/2016 DTE Energy	Northstar Checking	-275.28	-275.28
Bill		05/01/2016	922,000 · WATER	<u>-275.28</u>	275.28
Bill Pmt -Check	2649	05/01/2016 Joseph Slankster	Northstar Checking	-454.94	-454.94
Bill		05/01/2016	921,000 · ELECTRIC	<u>-454.94</u>	454.94
Bill Pmt -Check	2650	05/07/2016 Blue Water Fuel Managment	Northstar Checking	-40.00	-40.00
Bill		05/07/2016	853,000 · PHONE EXPENSE	<u>-40.00</u>	40.00
Bill Pmt -Check	2650	05/07/2016 Blue Water Fuel Managment	Northstar Checking	-189.79	-189.79
Bill		05/07/2016	741,000 · FUEL	<u>-189.79</u>	189.79
				-189.79	189.79

Marine City Area Fire Authority
Checks / Disbursements
 April 13 through June 8, 2016

Bill Pmt -Check	2678	05/14/2016	Cottrellville Twp.	Northstar Checking	-185.23	185.23
Bill		05/14/2016		955,000 · ACCUMED REIMBURSEMENT	-630.00	630.00
					-630.00	630.00
Bill Pmt -Check	2679	05/14/2016	Dash Medical Gloves	Northstar Checking	-143.80	-143.80
Bill		05/14/2016		740,000 · GENERAL SUPPLY	-143.80	143.80
					-143.80	143.80
Bill Pmt -Check	2680	05/14/2016	St. John Occupational Health Partners	Northstar Checking	-142.00	-142.00
Bill		05/14/2016		725,000 · PHYSICAL EXAMS	-142.00	142.00
					-142.00	142.00
Bill Pmt -Check	2681	05/14/2016	The Cobbler	Northstar Checking	-54.00	-54.00
Bill		05/14/2016		744,000 · CLOTHING	-54.00	54.00
					-54.00	54.00
Bill Pmt -Check	2682	05/14/2016	Web Articulate	Northstar Checking	-100.00	-100.00
Bill		05/14/2016		802,100 · IT SERVICES	-100.00	100.00
					-100.00	100.00
Bill Pmt -Check	2684	05/26/2016	VISA	Northstar Checking	-982.72	-982.72
Bill		05/26/2016		802,100 · IT SERVICES	-111.29	111.29
				802,000 · CONTRACTUAL SERVICES	-40.28	40.28
				780,000 · CUSTODIAL SUPPLY	-54.22	54.22
				781,000 · EQUIPMENT MAINTENANCE	-71.98	71.98
				802,100 · IT SERVICES	-19.94	19.94
				781,000 · EQUIPMENT MAINTENANCE	-26.49	26.49
				802,100 · IT SERVICES	-527.95	527.95
				740,000 · GENERAL SUPPLY	-12.99	12.99
				740,000 · GENERAL SUPPLY	-49.55	49.55

**Marine City Area Fire Authority
Checks / Disbursements**

April 13 through June 8, 2016

				740,000 · GENERAL SUPPLY		-32.28	32.28
				740,000 · GENERAL SUPPLY		-35.75	35.75
						<u>-982.72</u>	<u>982.72</u>
Bill Pmt -Check	2685	05/26/2016	AccumMed Group	Northstar Checking		-69.25	-69.25
Bill		05/26/2016		956,000 · COLLECTION FEE - ACCUMED		-69.25	69.25
						<u>-69.25</u>	<u>69.25</u>
Bill Pmt -Check	2686	05/26/2016	Airgas	Northstar Checking		-67.72	-67.72
Bill		05/26/2016		740,000 · GENERAL SUPPLY		-67.72	67.72
						<u>-67.72</u>	<u>67.72</u>
Bill Pmt -Check	2687	05/26/2016	Leo's Pest Control	Northstar Checking		-50.00	-50.00
Bill		05/26/2016		802,000 · CONTRACTUAL SERVICES		-50.00	50.00
						<u>-50.00</u>	<u>50.00</u>
Bill Pmt -Check	2688	05/26/2016	SEMCO Energy	Northstar Checking		-186.70	-186.70
Bill		05/26/2016		923,000 · NATURAL GAS		-186.70	186.70
						<u>-186.70</u>	<u>186.70</u>
Bill Pmt -Check	2689	05/26/2016	Vesco Oil Corporation	Northstar Checking		-23.90	-23.90
Bill		05/26/2016		863,000 · VEHICLE MAINTENANCE		-23.90	23.90
						<u>-23.90</u>	<u>23.90</u>
Bill Pmt -Check	2690	05/26/2016	VISA	Northstar Checking		-94.94	-94.94
Bill		05/26/2016		728,000 · POSTAGE		-94.94	94.94
						<u>-94.94</u>	<u>94.94</u>
Bill Pmt -Check	2691	05/26/2016	ZEP Sales and Service	Northstar Checking		-212.88	-212.88
Bill		05/26/2016		740,000 · GENERAL SUPPLY		-212.88	212.88
						<u>-212.88</u>	<u>212.88</u>

Marine City Area Fire Authority
Checks / Disbursements
 April 13 through June 8, 2016

Liability Check	2711	06/04/2016	State of Michigan	Northstar Checking	-481.41		-481.41
				24000 · Payroll Liabilities	-481.41		481.41
					-481.41		481.41
Check	2712	06/04/2016	VOID	Northstar Checking	0.00		0.00
Bill Pmt -Check	2713	06/04/2016	Airgas	Northstar Checking	-37.62		-37.62
Bill		06/04/2016		740,000 · GENERAL SUPPLY	-37.62		37.62
					-37.62		37.62
Bill Pmt -Check	2714	06/04/2016	Apollo Fire Equipment	Northstar Checking	-648.47		-648.47
Bill		05/31/2016		970,300 · MAJOR REPAIR / REPLACE	-618.62		618.62
Bill		06/04/2016		781,000 · EQUIPMENT MAINTENANCE	-29.85		29.85
					-648.47		648.47
Bill Pmt -Check	2715	06/04/2016	Blue Water Fuel Managment	Northstar Checking	-230.10		-230.10
Bill		06/04/2016		741,000 · FUEL	-230.10		230.10
					-230.10		230.10
Bill Pmt -Check	2716	06/04/2016	Comcast	Northstar Checking	-10.54		-10.54
Bill		06/04/2016		853,000 · PHONE EXPENSE	-10.54		10.54
					-10.54		10.54
Bill Pmt -Check	2717	06/04/2016	DTE Energy	Northstar Checking	-445.35		-445.35
Bill		05/31/2016		921,000 · ELECTRIC	-445.35		445.35
					-445.35		445.35
Bill Pmt -Check	2718	06/04/2016	Maple Landscaping and Lawn Service	Northstar Checking	-132.00		-132.00

Marine City Area Fire Authority
Checks / Disbursements
 April 13 through June 8, 2016

Bill	06/04/2016	802,000 · CONTRACTUAL SERVICES	-132.00	132.00
			-132.00	132.00
Bill Pmt -Check	2719	06/04/2016 Michigan Fire Apparatus, Inc.		
		Northstar Checking		-2,443.70
Bill	06/04/2016	863,000 · VEHICLE MAINTENANCE	-2,443.70	2,443.70
			-2,443.70	2,443.70
Bill Pmt -Check	2720	06/04/2016 St. John Occupational Health Partners		
		Northstar Checking		-150.00
Bill	05/31/2016	725,000 · PHYSICAL EXAMS	-150.00	150.00
			-150.00	150.00
Bill Pmt -Check	2721	06/04/2016 Blue Tarp Financial		
		Northstar Checking		-75.12
Bill	06/04/2016	740,000 · GENERAL SUPPLY	-46.13	46.13
		743,000 · SMALL TOOL	-28.99	28.99
			-75.12	75.12
Bill Pmt -Check	2722	06/05/2016 Cottrellville Twp.		
		Northstar Checking		-623.25
Bill	06/05/2016	955,000 · ACCUMED REIMBURSEMENT	-623.25	623.25
			-623.25	623.25
Total Payable				\$16,465.69
Total Employee payroll				\$18,686.55
Total Disbursements				\$35,152.24

Check #s 2608-2638, 2657-2675, 2683

116.

Marine City Area Fire Authority
Preliminary Balance Sheet/ Financial Statement
As of June 1, 2016

	<u>Jun 1, 16</u>
ASSETS	
Current Assets	
Checking/Savings	355,356.18
Other Current Assets	<u>1,029.10</u>
Total Current Assets	<u>356,385.28</u>
TOTAL ASSETS	<u><u>356,385.28</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	<u>14,709.05</u>
Total Liabilities	14,709.05
Equity	<u>341,676.23</u>
TOTAL LIABILITIES & EQUITY	<u><u>356,385.28</u></u>

Marine City Area Fire Authority Revenue / Expenditure Report

July 1, 2015 through June 8, 2016

llc.

	Jul 1, '15 - Jun 8, '16	Budget	\$ Over Budget	% of Budget
Income				
632.000 · FIRE PROTECTION	413,155.00	413,155.00	0.00	100.0%
641.000 · CHARGE FOR SERVICES	8,417.50	11,000.00	-2,582.50	76.52%
650.000 · MISCELLANEOUS REVENUE	679.00	200.00	479.00	339.5%
665.000 · INTEREST INCOME	1,661.16	500.00	1,161.16	332.23%
Total Income	423,912.66	424,855.00	-942.34	99.78%
Expense				
703.000 · PAYROLL - WAGES	124,962.93	170,000.00	-45,037.07	73.51%
715.000 · FICA - EMPLOYER	9,559.66	13,000.00	-3,440.34	73.54%
717.000 · LIFE INSURANCE	3,879.00	3,900.00	-21.00	99.46%
720.000 · WORKERS COMP INSURANCE	11,019.00	12,000.00	-981.00	91.83%
725.000 · PHYSICAL EXAMS	622.00	2,000.00	-1,378.00	31.1%
727.000 · OFFICE SUPPLY	849.47	2,000.00	-1,150.53	42.47%
728.000 · POSTAGE	280.19	500.00	-219.81	56.04%
729.000 · PRINTING	502.17	500.00	2.17	100.43%
730.000 · PUBLICATIONS	21.00	300.00	-279.00	7.0%
740.000 · GENERAL SUPPLY	5,810.15	7,000.00	-1,189.85	83.0%
741.000 · FUEL	2,813.74	6,000.00	-3,186.26	46.9%
743.000 · SMALL TOOL	602.13	700.00	-97.87	86.02%
744.000 · CLOTHING	5,402.18	12,000.00	-6,597.82	45.02%
749.000 · LAUNDRY/CLEANING	0.00	500.00	-500.00	0.0%
753.000 · FURNISHING/HOUSEHOLD	0.00	2,000.00	-2,000.00	0.0%
780.000 · CUSTODIAL SUPPLY	532.20	1,500.00	-967.80	35.48%
781.000 · EQUIPMENT MAINTENANCE	3,270.90	5,000.00	-1,729.10	65.42%
801.000 · PROFESSIONAL SERVICES	75.00	4,000.00	-3,925.00	1.88%
801.100 · AUDIT	3,875.00	3,950.00	-75.00	98.1%
802.000 · CONTRACTUAL SERVICES	4,788.12	4,000.00	788.12	119.7%
802.100 · IT SERVICES	1,907.90	2,000.00	-92.10	95.4%
803.000 · DUES/MEMBERSHIPS/CERTIFICATIONS	530.00	600.00	-70.00	88.33%
805.000 · SERVICE CHARGES	59.63	500.00	-440.37	11.93%
807.000 · REGISTRATION FEES	30.60	100.00	-69.40	30.6%

Marine City Area Fire Authority Revenue / Expenditure Report

July 1, 2015 through June 8, 2016

	Jul 1, '15 - Jun 8, 16	Budget	\$ Over Budget	% of Budget
851.000 · RADIO MAINTENANCE	4,076.30	5,000.00	-923.70	81.53%
853.000 · PHONE EXPENSE	3,172.12	3,700.00	-527.88	85.73%
863.000 · VEHICLE MAINTENANCE	10,845.31	17,000.00	-6,154.69	63.8%
868.000 · LODGING	0.00	600.00	-600.00	0.0%
869.000 · MEALS	434.08	500.00	-65.92	86.82%
870.000 · TRAVEL EXPENSE	0.00	300.00	-300.00	0.0%
880.000 · COMMUNITY PROMOTION	160.00	500.00	-340.00	32.0%
901.000 · ADVERTISING	28.45	300.00	-271.55	9.48%
912.000 · LIABILITY INSURANCE	12,823.00	14,000.00	-1,177.00	91.59%
921.000 · ELECTRIC	5,898.01	13,500.00	-7,601.99	43.69%
922.000 · WATER	613.84	200.00	413.84	306.92%
923.000 · NATURAL GAS	2,239.39	5,500.00	-3,260.61	40.72%
933.000 · BUILDING REPAIR	419.03	11,000.00	-10,580.97	3.81%
943.000 · EQUIPMENT LEASE	22,819.93	22,820.00	-0.07	100.0%
955.000 · ACCUMED REIMBURSEMENT	7,614.25	10,000.00	-2,385.75	76.14%
956.000 · COLLECTION FEE - ACCUMED	774.00	1,000.00	-226.00	77.4%
959.000 · TRAINING/TUITION	1,165.45	8,000.00	-6,834.55	14.57%
970.000 · CAPITAL OUTLAY	410.83	22,000.00	-21,589.17	1.87%
970.300 · MAJOR REPAIR / REPLACE	15,770.43	32,000.00	-16,229.57	49.28%
995.000 · INTEREST EXPENSE	2,181.07	2,185.00	-3.93	99.82%
Total Expense	272,838.46	424,155.00	-151,316.54	64.33%

11d.

MARINE CITY AREA FIRE AUTHORITY BOARD
ST CLAIR COUNTY, STATE OF MICHIGAN

RESOLUTION NO. 2016-1

A RESOLUTION TO AMEND THE FISCAL YEAR 2015/16 BUDGET TO ADJUST FOR CHANGES IN ANTICIPATED EXPENDITURES.

MEMORANDUM OF A RESOLUTION of the M.C. Area Fire Authority Board of adopted at a regular meeting of said Board held at the Fire Hall located at 200 South Parker Street, Marine City, Michigan, on the 15th day of June, 2016 at 7:00pm.

Present:

Absent:

The following preamble and resolution were offered by _____ and supported by _____.

WHEREAS, The Marine City Area Fire Authority Board, allows for the amendment of duly approved operating budgets, and

WHEREAS, there is a legitimate need for the amendment of the 2015/16 Fiscal Year Operating Budget due to changes in expenditures, and

WHEREAS, the Marine City Area Fire Authority Board has reviewed the proposed budget amendments presented by the Fire Authority subcommittee, now

THEREFORE, BE IT RESOLVED: The M.C. Area Fire Authority Board of St Clair County approves the budget amendments for the Fiscal Year 2015/16 Budget as noted in the following Summary:

<u>FROM EXPENDITURE ACCOUNT:</u>			<u>TO EXPENDITURE ACCOUNT:</u>		
728.000	Postage	\$100.00	729.000	Printing	\$100.00
801.000	Prof. Services	\$2,000.00	802.000	Cont. Services	\$2,000.00
923.000	Natural Gas	\$500.00	922.000	Water	\$500.00

Approved and adopted this 15th day of June, 2016.

Larry Simons, Chairman _____

Linda Schwehofer, Secretary _____