



**NORTH OAKLAND COUNTY FIRE AUTHORITY**  
**Board of Directors Proposed Agenda For**  
**Tuesday February 25, 2024, 6:30 PM**  
**Location: Rose Township Offices 9080 Mason St. Holly, MI 48442.**

- 1. **PLEDGE OF ALLEGIANCE**       Kullis       Miller       B. Stilwell
- 2. **CALL TO ORDER / ROLL CALL**       Winchester       TBD       Chief
- 3. **AGENDA APPROVAL**
- 4. **CONSENT AGENDA** - *All items listed under "Consent Agenda" are considered to be routine, and non-controversial, do not require discussion by the NOCFA Board and will be approved by one motion. There will be no separate discussion. If discussion is desired on an item, that item will be removed from the consent agenda and will automatically be moved to the last item under New Business.*
  - a. Approval of meeting minutes from January 28, 2025.
  - b. Financial Reports: General Fund Revenue & Expense Year to Date.

Checking Account as of 01/31/2025	\$175,063.72
Statement Savings Account as of: 01/31/2025	\$470,102.49
Equipment Replacement Money Market Account as of 01/31/2025	\$486,178.81
Accounts Receivable: MEDICAL as of 01/31/2025	\$140,704.90
Accounts Receivable: FIRE as of 01/31/2025	\$921.00
Accounts Receivable: Training as of 01/31/2025	1989.00
Aging Accounts Turned Over to Collections Allowance as of 01/31/2025	\$109,113.62
Cost of Payroll: 0 1/29/2025 through 02/14/25	\$123,329.57
Bills For Payment Total: 12/18/2024 through 01/28/25	\$24,194.46

- 5. **PUBLIC COMMENT- ON AGENDA ITEMS ONLY:** Members of the public may address the board once recognized by the chair. Comments are limited to 3 minutes. Prior to addressing the board, members of the public will state their name and address for the record. A second public comment is available prior to the adjournment of the meeting for all other comments. Thank you for your cooperation.
- 6. **PRESENTATIONS** – Presentation to FF/Medic Parkin.
- 7. **UNFINISHED BUSINESS**
  - A. Citizen at Large.
- 8. **NEW BUSINESS**
  - A. Earned Sick Time Act Policy.
- 9. **REPORTS** – Including Monthly Incident Data for: January 2025.
  - Chiefs Report     Firefighters Assoc.     Holly Twp.     Rose Twp.     Citizen at Large
- 10. **PUBLIC COMMENT**
- 11. **ADJOURNMENT**    Next meeting will be Tuesday March 25, 2025 at 6:30 pm at Station 1 5051 Grange Hall Rd., Holly, MI 48442



# North Oakland County Fire Authority

## Regular Minutes of January 28, 2025

---

### 1. PLEDGE OF ALLEGIANCE

2. **CALL TO ORDER / ROLL CALL:** Chairperson Kullis called the regular meeting of the North Oakland County Fire Authority Board to order at 6:30 p.m. at NOCFA Station 1, 5051 Grange Hall Road, Holly, MI 48442

**Members Present:** Kullis, Miller, Stilwell, Winchester, Chief Weil

**Members Absent:** None

### 3. AGENDA APPROVAL:

**Motion by Winchester to approve the agenda as presented. Supported by Stilwell. A voice vote was taken. All present voted yes. The motion was carried 4/0.**

### 4. CONSENT AGENDA:

a. Approval of meeting minutes from 8/21/2023

b. Financial Reports: General Fund & Capital Fund Revenue & Expense Year to Date

Checking Account as of 12/31/2024	\$54,952.16
Statement Savings Account as of 12/31/2024	\$235,356.26
Equipment Replacement Money Market Account as of 12/31/2024	\$290,308.42
Accounts Receivable - MEDICAL as of 12/31/2024	\$77,267.78
Accounts Receivable - FIRE as of 12/31/2024	\$921.00
Accounts Receivable - TRAINING as of 12/31/2024	
Aging Accounts Turned Over to Collections Allowance as of 12/31/2024	\$140,704.90
Cost of Payroll 12/18/2024 through 01/28/25	\$111,257.94
Bills for Payment Total 12/18/2024 through 01/28/2025	\$13,078.78

**Motion by Winchester to approve the Consent Agenda as presented. Supported by Miller. A roll call vote was taken. All present voted yes. The motion was carried 4/0.**

5. **PUBLIC COMMENT – ON AGENDA ITEMS ONLY:** None

**6. PRESENTATIONS – None**

**7. UNFINISHED BUSINESS:**

- a) Approval of Amendments to NOCFA Articles of Incorporation for Adoption by Holly and Rose Townships

**Motion by Winchester to approve the NOCFA Articles of Incorporation and move forward with adoption by Holly and Rose Townships. Supported by Miller. A voice vote was taken. All present voted yes. The motion was carried 4/0.**

- b) Citizen at Large

The board was waiting to post this position until the Amendments to NOCFA Articles of Incorporation were approved. Now that they have been approved (see the motion above), Clerk Miller, Rose Township, will post the position and begin accepting applications for an individual to serve a two-year term. If needed, a special meeting can be called to approve an individual to fill this vacancy.

**8. NEW BUSINESS:**

- a) Auditor Proposal for FY2025, 2026, and 2027

**Motion by Winchester to approve the proposal from Pfeffer, Hanniford, and Palka, CPAs for years 2025, 2026, and 2027. Supported by Miller. A roll call vote was taken. All present voted yes. The motion was carried 4/0.**

**9. REPORTS – including monthly incident data for December 2024**

- Chief's Report – Chief Weil
  - 88 runs; average run time 7-8 minutes; call split evenly between Holly and Rose Townships
  - Chief Weil presented a year-end report detailing complete operations, including leadership, equipment acquisitions, building and grounds improvements, fiscal health, staffing, training, public education, and run statistics. Board members will review the information and bring any comments and questions to the next board meeting
  
- Firefighter's Association – Captain Kettle
  - The Association supported the HAYA Christmas gifts program and the Kiwanis Christmas baskets program
  - \$500 donated to the American Legion
  - Moving forward, they will continue their efforts to support smaller organizations
  - Events – year-end banquet; the Association intends to sponsor some smaller events such as a pancake breakfast at the fire hall and a family outdoor event

- Holly Twp – Supervisor Kullis
  - The January board meeting was cancelled and rescheduled for February 5 because the Board did not have time gather information for the following items: 1) Earned Sick Time Act, 2) Park Board vacancies (4 of the 5 members failed to take their oath of office thus creating vacancies that the Township Board is required to fill)
  - The Board may have to call a special meeting to fill the Park Board vacancies since that deadline falls before their regular February meeting on the 19th
  
- Rose Twp
  - Supervisor Stilwell reported that the office is running smoothly since the election of the new board. Everyone is settling into their roles.
  - Clerk Miller reported that she received a communication from the Office of Management and Budget of the President of the United States that allocations to grant programs have been paused for 90 days for evaluation
  
- Citizen at large – no report (vacant position)

**10. PUBLIC COMMENT - General - None**

**11. ADJOURNMENT:** Chairperson Kullis adjourned the meeting at 7:03 pm.

Submitted by: Diane Hill, Recording Secretary

---

Debra A. Miller, Secretary



# North Oakland County Fire Authority

## Balance Sheet

As of January 31, 2025

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Cash-Checking	175,063.72
1001 STATEMENT SAVINGS ACCOUNT	470,102.49
1002 Money Market	486,178.81
<b>Total Bank Accounts</b>	<b>\$1,131,345.02</b>
Accounts Receivable	
1060 A/R-Fire Cost Recovery	921.00
1070 A/R-Medical -ACCUMED	103,521.53
1070.6 A/R AACB - ALL RUNS	140,704.90
1073 Training Receivables	1,989.00
1075 A/R-General	1,826.89
<b>Total Accounts Receivable</b>	<b>\$248,963.32</b>
Other Current Assets	
1070.7 ALLOWANCE FOR BAD ACCTS	-109,113.62
1071 A/R GRANTS	54,113.00
1076 Contribution Receivable	102,087.00
1600 PREPAID EXPENDITURES	32,142.64
4051 Rose ARPA	-200,000.00
4052 HollyARPA	-200,000.00
4160 Donations	66,670.00
<b>Total Other Current Assets</b>	<b>\$-254,100.98</b>
<b>Total Current Assets</b>	<b>\$1,126,207.36</b>
Other Assets	
2170 UNEARNED REVENUE - GRANTS	-50,359.00
<b>Total Other Assets</b>	<b>\$-50,359.00</b>
<b>TOTAL ASSETS</b>	<b>\$1,075,848.36</b>
<b>LIABILITIES AND EQUITY</b>	<b>\$1,075,848.36</b>





# North Oakland County Fire Authority

## Payroll Cost

January 31 - February 14, 2025

	TOTAL
Income	
<b>Total Income</b>	
<b>GROSS PROFIT</b>	<b>\$0.00</b>
Expenses	
7000 Personnel	
700 Wages, Chief Full Time	6,923.08
700.5 Full Time Employee Wages	54,216.94
700.7 Full Time Overtime Wages	1,562.36
704 Officer Wages	1,199.98
705 Instructor Wages	0.00
707 Special Event Pay	0.00
708 Duty Shift Medic	9,571.00
708.5 Duty Shift Basic	14,410.50
709 Part Time Overtime Pay	34.50
710 Work Detail Pay	166.07
711 Training Wages	1,953.67
712 Incident run pay/POC Fire Wages	4,149.24
716 Healthcare Insurance/Full Time	17,269.61
716.5 Health Care Savings Contrib	1,472.24
717 401 Contribution - FT Emp	9,569.41
717.2 401K CONTRIBUTIONS - POC EE	830.97
<b>Total 7000 Personnel</b>	<b>123,329.57</b>
<b>Total Expenses</b>	<b>\$123,329.57</b>
<b>NET OPERATING INCOME</b>	<b>\$-123,329.57</b>
<b>NET INCOME</b>	<b>\$-123,329.57</b>



# North Oakland County Fire Authority

## Bill Payment List

January 29 - February 25, 2025

DATE	NUM	VENDOR	AMOUNT
1000 Cash-Checking			
02/03/2025	12371	BOUND TREE MEDICAL	-588.99
02/03/2025	12372	COMCAST (Station 3 TV)	-12.98
02/03/2025	12373	GALLS, LLC	-112.98
02/03/2025	12374	PHOENIX SAFETY OUTFITTERS	-698.36
02/03/2025	12375	ATS FLEET SERVICE	-246.00
02/03/2025	12376	DIANE HILL	-175.00
02/03/2025	12377	KERTON LUMBER CO	-28.09
02/03/2025	12378	PROFESSIONAL HEATING AND COOLING	-145.00
02/03/2025	12379	ROAD COMMISSION FOR OAKLAND COUNTY	-1,766.09
02/03/2025	12380	DECKER AGENCY	-364.00
02/03/2025	12381	ALLIED FIRE SALES & SERVICE LLC	-615.08
02/03/2025	12382	OAKLAND COMMUNITY COLLEGE	-100.00
02/07/2025	12383	BOUND TREE MEDICAL	-239.81
02/07/2025	12384	MAZICH, PAMELA	-625.00
02/11/2025	12385	OAKLAND COUNTY TREASURERS - DISPATCHING	-3,968.75
02/11/2025	12386	PCI SIGN	-201.42
02/11/2025	12387	DAVISON OVERHEAD DOOR	-115.00
02/11/2025	12388	COMCAST	-38.22
02/11/2025	12389	BOUND TREE MEDICAL	-1,120.88
02/11/2025	12390	DOUGLAS WATER CONDITIONING	-152.50
02/11/2025	12391	PROFESSIONAL HEATING AND COOLING	-1,006.00
02/11/2025	12392	ARBOR PROFESSIONAL SOLUTIONS	-186.31
02/11/2025	12393	EMERGENCY VEHICLES PLUS	-308.07
02/11/2025	12394	ROAD COMMISSION FOR OAKLAND COUNTY	-1,739.24
02/11/2025	12395	GALLS, LLC	-204.43
02/11/2025	12396	MICHIGAN FIRE INSPECTORS SOCIETY	-1,275.00
02/11/2025	12397	FIRE MODULES	-500.00
02/11/2025	12398	FIRE SYSTEMS OF MICHIGAN	-575.00
02/18/2025	12399	DONS ELECTRIC SERVICE, INC	-1,918.00
02/18/2025	12400	MICHIGAN STATE FIREMEN'S ASSOCIATION	-86.23
02/18/2025	12401	BCM Home Improvement	-925.00
02/18/2025	12402	BOUND TREE MEDICAL	-1,642.88
02/18/2025	12403	NYE UNIFORM	-190.50
02/18/2025	12404	SUPER FLITE OIL CO	-355.60
02/18/2025	12405	ACCU-MED	-713.30
02/18/2025	12406	GREAT LAKES ACE	-121.79
02/18/2025	12407	MAZICH, PAMELA	-625.00
02/18/2025	12408	DAVISON OVERHEAD DOOR	-507.96
<b>Total for 1000 Cash-Checking</b>			<b>\$ -24,194.46</b>



# North Oakland County Fire Authority

## Budget vs. Actuals: FY\_2024\_2025 - FY25 P&L

July 2024 - January 2025

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
<b>Income</b>						
4050 Revenues						
401 Holly Township Contribution	1,103,000.00	1,103,000.00	0.00	0.00	100.00 %	0.00 %
402 Rose Township Contribution	1,103,000.00	1,103,000.00	0.00	0.00	100.00 %	0.00 %
403 Training/Education revenues	18,519.64	18,000.00	519.64	-519.64	102.89 %	-2.89 %
404 Fire Cost Recovery		2,000.00	-2,000.00	2,000.00		100.00 %
405 Grant Receipts	100,140.60	101,200.00	-1,059.40	1,059.40	98.95 %	1.05 %
405.5 SAFER Grant Receipts	88,238.00	100,000.00	-11,762.00	11,762.00	88.24 %	11.76 %
406 Medical Cost Recovery	208,652.60	430,000.00	-221,347.40	221,347.40	48.52 %	51.48 %
410 Sales-Small Items	130.00	100.00	30.00	-30.00	130.00 %	-30.00 %
412 Sales-Capital Items	23,636.00	23,000.00	636.00	-636.00	102.77 %	-2.77 %
413 Review and Inspection Services	29,979.86	32,000.00	-2,020.14	2,020.14	93.69 %	6.31 %
414 Interest Earned	9,579.21	12,000.00	-2,420.79	2,420.79	79.83 %	20.17 %
416 Donations	102,087.40	102,000.00	87.40	-87.40	100.09 %	-0.09 %
419.1 Wage Reimbursement	1,778.73	1,500.00	278.73	-278.73	118.58 %	-18.58 %
<b>Total 4050 Revenues</b>	<b>2,788,742.04</b>	<b>3,027,800.00</b>	<b>-239,057.96</b>	<b>239,057.96</b>	<b>92.10 %</b>	<b>7.90 %</b>
<b>Total Income</b>	<b>\$2,788,742.04</b>	<b>\$3,027,800.00</b>	<b>\$ -239,057.96</b>	<b>\$239,057.96</b>	<b>92.10 %</b>	<b>7.90 %</b>
<b>GROSS PROFIT</b>	<b>\$2,788,742.04</b>	<b>\$3,027,800.00</b>	<b>\$ -239,057.96</b>	<b>\$239,057.96</b>	<b>92.10 %</b>	<b>7.90 %</b>
<b>Expenses</b>						
6000 Risk Management Insurance						
650 Liability Insurance	46,286.00	46,000.00	286.00	-286.00	100.62 %	-0.62 %
652 Workers Compensation Insurance	28,478.00	76,500.00	-48,022.00	48,022.00	37.23 %	62.77 %
<b>Total 6000 Risk Management Insurance</b>	<b>74,764.00</b>	<b>122,500.00</b>	<b>-47,736.00</b>	<b>47,736.00</b>	<b>61.03 %</b>	<b>38.97 %</b>
66900 Reconciliation Discrepancies						
		0.00	0.00	0.00		
7000 Personnel						
700 Wages, Chief Full Time	66,246.24	93,393.00	-27,146.76	27,146.76	70.93 %	29.07 %
700.5 Full Time Employee Wages	418,314.13	685,000.00	-266,685.87	266,685.87	61.07 %	38.93 %
700.7 Full Time Overtime Wages	34,391.65	46,000.00	-11,608.35	11,608.35	74.76 %	25.24 %
700.8 FULL TIME VACATION PAY OUT		0.00	0.00	0.00		
700.9 Full Time Administrative Position	30,371.02	48,000.00	-17,628.98	17,628.98	63.27 %	36.73 %
704 Officer Wages	9,599.84	15,800.00	-6,200.16	6,200.16	60.76 %	39.24 %
705 Instructor Wages	0.00	3,000.00	-3,000.00	3,000.00	0.00 %	100.00 %
707 Special Event Pay	9,611.74	10,000.00	-388.26	388.26	96.12 %	3.88 %
708 Duty Shift Medic	81,865.24	118,000.00	-36,134.76	36,134.76	69.38 %	30.62 %
708.5 Duty Shift Basic	105,950.77	170,000.00	-64,049.23	64,049.23	62.32 %	37.68 %
709 Part Time Overtime Pay	10,242.66	12,000.00	-1,757.34	1,757.34	85.36 %	14.64 %
710 Work Detail Pay	3,424.82	4,500.00	-1,075.18	1,075.18	76.11 %	23.89 %
711 Training Wages	23,898.48	48,000.00	-24,101.52	24,101.52	49.79 %	50.21 %
712 Incident run pay/POC Fire Wages	21,642.34	50,000.00	-28,357.66	28,357.66	43.28 %	56.72 %
714 Social Sec/FICA	62,570.30	99,732.51	-37,162.21	37,162.21	62.74 %	37.26 %
715 Medical Exp/Employees		1,500.00	-1,500.00	1,500.00		100.00 %
716 Healthcare Insurance/Full Time	114,385.77	195,500.00	-81,114.23	81,114.23	58.51 %	41.49 %
716.2 Health Care Stipend	4,000.00	4,000.00	0.00	0.00	100.00 %	0.00 %
716.5 Health Care Savings Contrib	12,314.84	21,000.00	-8,685.16	8,685.16	58.64 %	41.36 %
717 401 Contribution - FT Emp	80,055.87	130,000.00	-49,944.13	49,944.13	61.58 %	38.42 %
717.2 401K CONTRIBUTIONS - POC EE	7,156.41	14,000.00	-6,843.59	6,843.59	51.12 %	48.88 %
717.4 401 Retirement - Forfeitures	-3,757.32	-3,800.00	42.68	-42.68	98.88 %	1.12 %
719 Life/Disability Insurance FT	5,664.97	10,300.00	-4,635.03	4,635.03	55.00 %	45.00 %
<b>Total 7000 Personnel</b>	<b>1,097,949.77</b>	<b>1,775,925.51</b>	<b>-677,975.74</b>	<b>677,975.74</b>	<b>61.82 %</b>	<b>38.18 %</b>
7200 Supplies						
		0.00	0.00	0.00		
722 Operating Supplies	6,663.20	10,000.00	-3,336.80	3,336.80	66.63 %	33.37 %



# North Oakland County Fire Authority

Budget vs. Actuals: FY\_2024\_2025 - FY25 P&L

July 2024 - January 2025

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
723 Fire Prevention	2,751.11	2,800.00	-48.89	48.89	98.25 %	1.75 %
724 Uniforms	10,961.30	15,000.00	-4,038.70	4,038.70	73.08 %	26.92 %
726 Medical Supplies	15,331.29	18,000.00	-2,668.71	2,668.71	85.17 %	14.83 %
<b>Total 7200 Supplies</b>	<b>35,706.80</b>	<b>45,800.00</b>	<b>-10,093.10</b>	<b>10,093.10</b>	<b>77.96 %</b>	<b>22.04 %</b>
<b>7500 SAFER GRANT EXPENDITURES</b>						
751 Instructor Wages		1,500.00	-1,500.00	1,500.00		100.00 %
753 Training Costs	80.82	4,000.00	-3,919.18	3,919.18	2.02 %	97.98 %
754 Employee Physicals		1,500.00	-1,500.00	1,500.00		100.00 %
755 Health Insurance		0.00	0.00	0.00		
757 Fringe Benefits	79,378.97	78,000.00	1,378.97	-1,378.97	101.77 %	-1.77 %
758 Life/Disability FT Employees		0.00	0.00	0.00		
759 Education	5,273.15		5,273.15	-5,273.15		
760 Marketing		1,000.00	-1,000.00	1,000.00		100.00 %
761 Equipment Purchases	4,230.52	6,000.00	-1,769.48	1,769.48	70.51 %	29.49 %
763 Travel Expense	395.30		395.30	-395.30		
765 Lost Wages Reimbursement		8,000.00	-8,000.00	8,000.00		100.00 %
<b>Total 7500 SAFER GRANT EXPENDITURES</b>	<b>89,358.76</b>	<b>100,000.00</b>	<b>-10,641.24</b>	<b>10,641.24</b>	<b>89.36 %</b>	<b>10.64 %</b>
<b>8000 Contracted Services</b>						
800 Dispatching	27,781.25	47,600.00	-19,818.75	19,818.75	58.36 %	41.64 %
802 Auditing	8,820.00	8,820.00	0.00	0.00	100.00 %	0.00 %
804 Legal	7,785.11	9,000.00	-1,214.89	1,214.89	86.50 %	13.50 %
806 Medical Cost Recovery- Billing	12,920.14	20,000.00	-7,079.86	7,079.86	64.60 %	35.40 %
807 Fire Cost Recovery Billing		500.00	-500.00	500.00		100.00 %
810 Non Employee Instructor Wages	4,400.00	6,000.00	-1,600.00	1,600.00	73.33 %	26.67 %
812 Employee Education	7,833.39	12,000.00	-4,166.61	4,166.61	65.28 %	34.72 %
814 Dues, Fees, Subscriptions	22,103.55	22,000.00	103.55	-103.55	100.47 %	-0.47 %
815 Payroll Services	3,636.86	5,000.00	-1,363.14	1,363.14	72.74 %	27.26 %
816 Administrative Services	4,350.00	9,000.00	-4,650.00	4,650.00	48.33 %	51.67 %
820 Construction/Labor Services		2,500.00	-2,500.00	2,500.00		100.00 %
<b>Total 8000 Contracted Services</b>	<b>99,630.30</b>	<b>142,420.00</b>	<b>-42,789.70</b>	<b>42,789.70</b>	<b>69.96 %</b>	<b>30.04 %</b>
<b>8500 Operating Expenses</b>						
850 Communications	2,439.04	4,000.00	-1,560.96	1,560.96	60.98 %	39.02 %
851 IT Operational Expenses	34,182.81	35,000.00	-817.19	817.19	97.67 %	2.33 %
852 Fuel	14,678.67	20,000.00	-5,321.33	5,321.33	73.39 %	26.61 %
854 Printing and Publishing		300.00	-300.00	300.00		100.00 %
855 Training Supplies / Equipment	1,635.00	2,500.00	-865.00	865.00	65.40 %	34.60 %
858 Utilities	23,718.68	48,000.00	-24,281.32	24,281.32	49.41 %	50.59 %
859 Equipment Lease	1,888.89	5,500.00	-3,611.11	3,611.11	34.34 %	65.66 %
860 Bldg & Grnds Repair/Maint.	19,651.42	20,000.00	-348.58	348.58	98.26 %	1.74 %
862 Equip Maintenance	21,657.47	25,000.00	-3,342.53	3,342.53	86.63 %	13.37 %
866 Vehicle Maintenance	43,660.17	48,000.00	-4,339.83	4,339.83	90.96 %	9.04 %
867 Debt Write-Off-Medical	80,003.28	150,000.00	-69,996.72	69,996.72	53.34 %	46.66 %
867.5 QAAP Medicaid Tax	798.32	2,000.00	-1,201.68	1,201.68	39.92 %	60.08 %
868 Debt Write-Off-Fire	1,004.00	2,000.00	-996.00	996.00	50.20 %	49.80 %
869 Debt Write Off/ Other		0.00	0.00	0.00		
<b>Total 8500 Operating Expenses</b>	<b>245,317.75</b>	<b>362,300.00</b>	<b>-116,982.25</b>	<b>116,982.25</b>	<b>67.71 %</b>	<b>32.29 %</b>
<b>9500 Debt Service</b>						
950 Debt Service	52,987.37	52,987.37	0.00	0.00	100.00 %	0.00 %
952 Interest on Debt	876.55	876.55	0.00	0.00	100.00 %	0.00 %
<b>Total 9500 Debt Service</b>	<b>53,863.92</b>	<b>53,863.92</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00 %</b>	<b>0.00 %</b>
9700 Purchases						





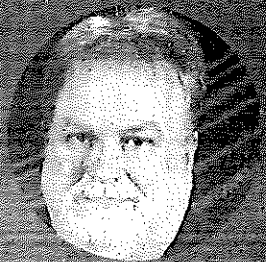
# North Oakland County Fire Authority

## Budget vs. Actuals: FY\_2024\_2025 - FY25 P&L

July 2024 - January 2025

	TOTAL					
	ACTUAL	BUDGET	OVER BUDGET	REMAINING	% OF BUDGET	% REMAINING
970 Capital Purchases +10,000	294,034.32	300,000.00	-5,965.68	5,965.68	98.01 %	1.99 %
972 Equipment Purchases	13,194.25	10,000.00	3,194.25	-3,194.25	131.94 %	-31.94 %
973 Grant Expenses	101,170.96	101,200.00	-29.04	29.04	99.97 %	0.03 %
974 Grant Match		2,000.00	-2,000.00	2,000.00		100.00 %
999 Capital replacement transfers		0.00	0.00	0.00		
<b>Total 9700 Purchases</b>	<b>408,399.53</b>	<b>413,200.00</b>	<b>-4,800.47</b>	<b>4,800.47</b>	<b>98.84 %</b>	<b>1.16 %</b>
<b>Total Expenses</b>	<b>\$2,104,990.93</b>	<b>\$3,016,009.43</b>	<b>\$ -911,018.50</b>	<b>\$911,018.50</b>	<b>69.79 %</b>	<b>30.21 %</b>
<b>NET OPERATING INCOME</b>	<b>\$683,751.11</b>	<b>\$11,790.57</b>	<b>\$671,960.54</b>	<b>\$ -671,960.54</b>	<b>5,799.14 %</b>	<b>-5,699.14 %</b>
<b>NET INCOME</b>	<b>\$683,751.11</b>	<b>\$11,790.57</b>	<b>\$671,960.54</b>	<b>\$ -671,960.54</b>	<b>5,799.14 %</b>	<b>-5,699.14 %</b>





# DAN JOHNSON

PARTNER / OUTSIDE SALESPERSON

📍 Tipsico Trail, Holly, 48442, United States  
📞 248-231-8779  
✉️ djohnson1661@comcast.net

## ABOUT ME

I've never worked less than a 50hr work week. I know what needs to be done and am not afraid to step up and do it!

## PERSONAL DETAILS

### STATE WIRE AND TERMINAL, INC

Davisburg, MI  
Apr 1985- Aug 2012

#### Owner / Partner

Throughout the years, I have worn many hats. At State Wire as part of a 2nd generation family owned business I started as warehouse help and moved on to warehouse manager, customer service, purchasing, IT manager and outside sales over the years. I have done almost all of the jobs in a company. I know how to read/understand financial statements and budgets. I know how to interview job applicants and write employment reviews. Having been in outside sales for the past 20 years, I'm comfortable talking to people and understand that taking care of/listening to the customer is critical. For the past several decades, I've never worked less than a 50hr week and am not afraid of hard work.

### TWAS INC, DBA STATE WIRE AND TERMINAL, INC

Auburn Hills, MI  
Aug 2012- Present

#### Outside Salesperson

In August of 2012 my siblings and I made the decision to sell the company (I'm the youngest of 5). I work for the new owner in outside sales and IT. I have covered most of the lower penninsula from US-10 south to the Ohio and Indiana borders. From Lake Huron, St Clair River and Lake Erie west to Lake Michigan. I excel at customer service and sell to some of the biggest customers at State Wire. I'm regularly the top outside salesperson and know what to do to get the job done. I specialize in municipalities and heavy trucking / equipment.

## EDUCATION

### FENTON SENIOR HIGH

Fenton, MI  
1979

#### High school diploma

Basic 4 year high school education where I took numerous college prep courses and graduated with 4-1/2 math credits. When I took the ACT test (pre-cursor to the SAT) my senior year, I scored the 2nd highest score in the school during that term.

### EASTERN MICHIGAN UNIVERSITY

Ypsilanti, MI

#### Some College (no degree)

Took a full semester of business management courses.

## SKILLS

MS Office

MS Windows

Windows/Exchange Server

## EXTRA-CURRICULAR ACTIVITIES

### TIPSICO LAKE IMPROVEMENT BOARD

Holly, MI  
Sep 2008 - Jun 2018

#### Board Member

For several years I participated on the Tipsico Lake Improvement Board (part of the Oakland County Water Resource Commission, formerly the Oakland County Drain Commission) where we addressed relevant lake improvement issues, including the oversight of invasive aquatic weed control programs, nuisance control and other educational activities. Including a Special Assessment District to fund the treatment issues. I worked directly with the company that analyzed the lake (made recommendations for treatment and the company that applied the chemicals.

### TIPSICO LAKE ASSOCIATION

Holly, MI  
Jun 2010 - Jun 2018

#### Board Member

For several years I participated on the Tipsico Lake Association as web developer, vice-president and president. I'm familiar with the concept that it's not about what I want, but what's best for everyone. I worked with the DNR/USDA in their Canada Goose nest/egg destruction program to reduce the number of invasive Canada Geese on the lake. A non-violent way of encouraging the geese to migrate to other lakes.



# North Oakland County Fire Authority

## POLICIES

**TITLE: 30.25 EARNED SICK TIME ACT**  
**SECTION: 30.00 Employment Practices**  
**APPROVED: DRAFT**

---

### Section 1 — General Summary

Under MCL – Act 338 of 2018 (Earned Sick Time Act), effective February 21, 2025, all **nonunion employees** will be provided with sick leave according to the terms below. Earned sick time shall be paid out in the amount of the employees' regular base hourly wage. For the purposes of this policy, the benefit year begins on January 1 and ends December 31.

### Section 2— Accrual of Sick Time

- a) Sick time accrues at the rate of one (1) hour for every thirty (30) hours worked.
- b) Employees are permitted to use a maximum of seventy-two (72) hours of paid earned sick time per benefit year.
- c) There is no limit on the amount of paid earned sick time an employee can accrue per benefit year.

All unused earned sick time carries over to the next benefit year.

### Section 3--Qualifying Reasons for Leave

Paid sick leave can be used for the following reasons, which may apply to the employee, or the employee's family member, and as otherwise required by Michigan law:

- (a) Related to or for the medical diagnosis, care, or treatment of a mental or physical illness, injury, or health condition;
- (b) Preventative care;
- (c) For victims of domestic abuse or sexual assault: to obtain medical care or psychological or other counseling for a physical or psychological injury or disability; to obtain services from a victim services organization; to relocate because of the violence or sexual assault; to obtain legal services; or to participate in a related civil or criminal proceeding related to or resulting from the domestic violence or sexual assault;
- (d) For meetings at a child's school or place of care related to a child's health or disability, or the effects of domestic violence or sexual assault on the child;
- (e) For the closure of your primary workplace or for the need to care for a child whose school or place of care has been closed by order of a public health official due to a public health emergency; and
- (f) When it has been determined by the health authorities having jurisdiction or by a health care provider that you or your family member's presence in the community would jeopardize the health of others because of your or your family member's exposure to a communicable disease, regardless of whether the disease has actually been contracted.

For purposes of this policy, "family member" includes the following individuals: spouse or domestic partner; child (biological, adopted, foster, stepchild, legal ward, or for whom you act in loco parentis); your or your spouse's/domestic partner's parent (biological, adopted, foster, stepparent, legal guardian, person who acted in loco parentis); grandparent or grandchild; sibling



# North Oakland County Fire Authority

## POLICIES

(biological, adopted, or foster); and any other individual related by blood or affinity whose close association with the individual is the equivalent of a family relationship.

### Section 4— Use of Sick Time

- a) Earned sick time can be used in one (1) hour increments, beginning after ninety (90) days of employment.
- b)
- c) Employees may not use sick time if the employee is not scheduled to be at work during the period of use. An employee may not accept a specific shift assignment with the intention of calling out sick for all or part of that shift.
- d) If an employee needs to be absent, late, or leave work early for purposes that are permissible under this policy), the employee must give advance notice to his or her supervisor, except in an emergency.
- e) If the absence is foreseeable (for example, if the employee will be absent to attend a previously scheduled appointment), the employee must provide at least five (5) day's advance notice, unless the employee learns of the need to use earned sick time within a shorter period of time.
- f) If the absence is not foreseeable, the employee must provide notice to his or her supervisor as soon as practicable.
- g) If an employee is absent for more than three consecutive days, the employee may be asked to provide documentation that the earned sick leave has been used for purposes described in this policy. Upon request, the employee must provide documentation in a timely manner. NOCFA will pay for any costs associated with obtaining medical documentation.
- h) Upon returning to work following a sick leave, NOCFA may require a medical certification that the employee is able to perform the essential functions of the job, with or without an accommodation.
- i) Paid sick leave must be used concurrently with FMLA, to the extent the reason the employee is requesting leave constitutes a qualifying reason for both.

NOCFA will not retaliate against an employee who properly requests and/or uses paid sick leave under this policy.

Upon separation of employment, regardless of the reason, any unused paid sick leave is forfeited and has no monetary value. Employees using paid sick leave for purposes other than permitted by law and under this policy are subject to disciplinary action, up to and including termination. Employees who are re-hired within six months will have any accrued, unused paid sick leave reinstated.

# North Oakland County Fire Authority Incident Run Data

January-25

<b>Total Incidents</b>	<b>108</b>
------------------------	------------

<b>Incident Summary</b>	
Structure Fires	1
Vehicle Fires	1
Brush / Outdoor Fires	0
EMS Medicals	67
Vehicle Accidents w/ Injuries	5
Vehicle Accidents w/ No Injuries	9
Hazardous Cond.	0
Service Call	3
Good Intent	15
False Calls	7
Severe Weather	0
Other	
<b>Total Calls</b>	<b>108</b>

<b>Out of District Runs</b>	
MUTUAL AID MEDICAL	13
MUTUAL AID FIRE	7
MISC	0
<b>Total</b>	<b>20</b>

Total EMS Related Calls	76
Total NOCFA Transports	49
Patient Sign Offs / No Transport	27

	minutes	# of priority calls
Avg. Response Time To Priority Calls	8.3	19

<b>TOTAL RUNS IN FIRE DISTRICT</b>	<b>88</b>
<b>TOTAL OUT OF DISTRICT RUNS</b>	<b>20</b>

Total Runs **108**

Total Employees	35
Full Time	12
Part time / Paid on Call	23

Paramedic's	15
EMT's	16
MFR's	3
CADETs	1

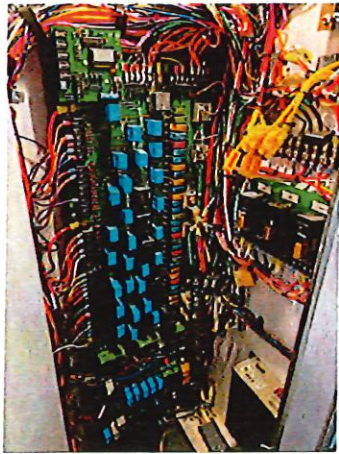
Employees Voluntary / Involuntary terminated last month	1
Employees Hired last month	0

Rose Twp.	38
Holly Twp.	43
I-75	7





**Apparatus:**



- Rescue 2 - This is the primary backup ambulance, a 2015 remount that we purchased from EV+ in 2018. A remount consists of a new chassis and a refurbished box/module (from 2010). During COVID, the cleaning chemicals that were recommended and used were very corrosive to electrical components. Currently, we are experiencing issues with the module and lighting, requiring us to take this unit out of service for repairs. Preliminary estimates to replace the components and restore reliability are around \$20,000. This unit contains many obsolete parts that would require retrofitting/replacing with universal or custom solutions. We are still investigating options and will take the vehicle to the vendor for a more accurate estimate or a more reliable and cost-effective repair for the time being. Replacing the entire vehicle would cost over \$250,000.

- Squad 1 (new medium rescue)- Work continues to load the equipment onto the truck. CSI has been on site for a few minor adjustments as we work with the truck. It is not yet in service.
- Attached is the last equipment replacement spreadsheet that Chief Litnz had prepared, this was requested at the last meeting for conversation- many of the prices reflect 2022 when it was created. We are working on an update to reflect current needs and pricing going forward.

**Uncovered shifts-**

- December 2024: A total of 149 hours out of the 2,976 available were uncovered (5%).
- January 2025: A total of 18.25 hours out of the 2,976 available were uncovered (0.6%).

See attached sheets for CY 2024 and Current CY.

**Mutual Aid responses-**

We have been running a significant number of mutual aid responses. Last month, 20 of the 108 runs (19%) were out of district, with the majority being medical responses (65%). For the month

of February (as of 2/17/25), we have tracked 12 out-of-district responses out of 85 total runs (14%), with 8 of those being medical (66%).

#### **Significant Weather Events-**

After a few years of vacation, winter has finally returned to our area. We have been busy moving snow, keeping the stations plowed and salted. A new snowblower was needed for station 1, the old one just gave up. There have been many weather related incidents, mostly crashes and some medicals (slip and falls).

#### **General Comments-**

- Responses overall have increased. As of the 48th day of the year, we are averaging 4 calls per day, totaling 193 calls.
- February call volume has increased. As of the 17th, we have had 85 calls for the month, averaging 5 calls per day.
- Union negotiations are ramping up and progressing.
- Budget creation is starting, and we expect to have information for review next month.
- I have completed all of the requirements to certify with the State of Michigan as a Certified Fire Chief (letter attached)
- FF/Medic Devries and I both passed the written and practical tests for Certified Fire Instructor.

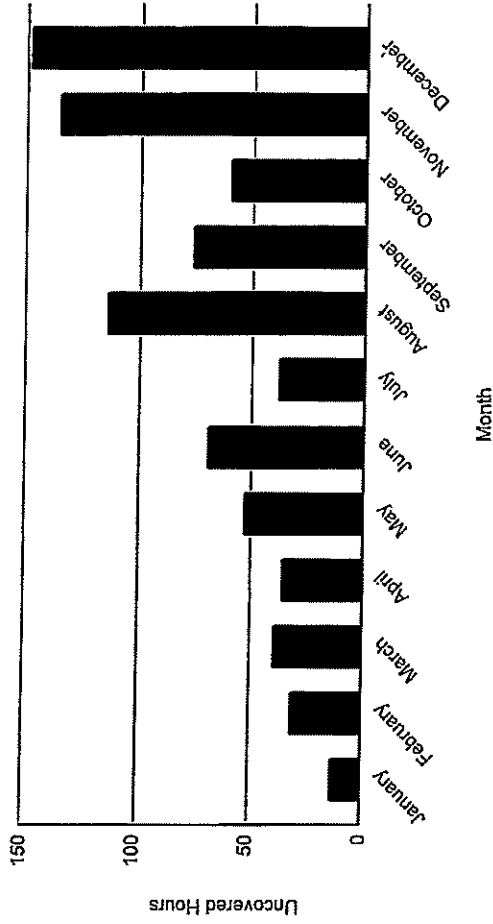
Date	Apparatus / Equipment / Project	Cost		
FY 2022	Brush Truck to replace Brush 1 (1986)	\$ 90,000.00	Grant potential	completed
FY 2022	Ambulance to replace Rescue 4 (2007)	\$ 160,000.00	Grant Potential	completed
FY 2022	Station 1 training room remodel	\$ 120,000.00	Grant potential	almost completed
FY 2022	Staff vehicle Assitant Chief	\$ 15,000.00		
FY 2022	Staff Vehicle EMS Coordinator	\$ 15,000.00		
FY 2022	Lucas Device (2 units)	\$ 35,000.00	Grant potential	completed
	<b>TOTAL FY 2022</b>	<b>\$ 435,000.00</b>		
FY 2023	Ambulance to replace Rescue 3 (2009)	\$ 160,000.00	Grant Potential	
FY 2023	Floors re-epoxyed at both stations	\$ 60,000.00		
FY 2023	New Heavy Rescue to replace SRU (1991)	\$ 350,000.00		completed
	<b>TOTAL FY 2023</b>	<b>\$ 570,000.00</b>		
FY 2024	Brush Truck to replace Brush 3 (1999)	\$ 100,000.00		
FY 2024	Ambulance to replace Rescue 2 (2009)	\$ 170,000.00		
	<b>TOTAL FY 2024</b>	<b>\$ 270,000.00</b>		
FY 2025	New Station NW corner Holly Township	\$ 500,000.00		
FY 2025	Replace old turn out gear (35 sets)	\$ 120,000.00	Grant potential	
FY 2025	Replace Utility Truck (2015)	\$ 75,000.00		
	<b>TOTAL FY 2025</b>	<b>\$ 695,000.00</b>		
FY 2026	Replace SCBAs (2016)	\$ 200,000.00	Grant potential	
	<b>TOTAL FY 2026</b>	<b>\$ 200,000.00</b>		
	<b>TOTAL OVER NEXT 5 YEARS (with no grants)</b>	<b>\$ 2,170,000.00</b>		
	<b>With grants</b>	<b>\$ 1,725,000.00</b>		
FY 2027	12 lead monitors (4 units)	\$ 140,000.00		
FY 2028	Chiefs Vehicle (2018)	\$ 50,000.00		completed
FY 2029	New Tanker to Replace Tanker 3 (2004)	\$ 450,000.00		
FY 2034	New Tanker to replace Tanker 1 (2009)	\$ 550,000.00		

Forcasted Equip. Replacement	\$ 880,000.00
Updated costs for ambulances & Cots	\$ 180,000.00
Radios and accessories	\$ 60,000.00
<b>Estimated expenses Total</b>	<b>\$ 1,120,000.00</b>

Community Project Grant	\$ 500,000.00	completed
Holly Township ARPA Money	\$ 200,000.00	completed
Rose Township ARPA Money	\$ 200,000.00	completed
<b>NOCFA Contribution</b>	<b>\$ 200,000.00</b>	almost completed
<b>Revenue Total</b>	<b>\$ 1,100,000.00</b>	

Month	Open Hours	Hours Available	% uncovered
January	18.25	2976	0.61%
February		2688	0.00%
March		2976	0.00%
April		2880	0.00%
May		2976	0.00%
June		2880	0.00%
July		2976	0.00%
August		2976	0.00%
September		2880	0.00%
October		2976	0.00%
November		2880	0.00%
December		2976	0.00%
	18.25	35040	0.05%

### UNCOVERED HOURS BY MONTH 2024



Month	Uncovered Hour	Available hours	%
January	13.75	2976	0.46%
February	32	2784	1.15%
March	40	2976	1.34%
April	36	2880	1.25%
May	53	2976	1.78%
June	69	2880	2.40%
July	38.5	2976	1.29%
August	114	2976	3.83%
September	76.5	2880	2.66%
October	60	2976	2.02%
November	136	2880	4.72%
December	149	2976	5.01%
	817.75	35136	2.33%



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
DIRECTOR

February 18, 2025

Matthew Weil  
819 Holly Bush Drive  
Holly, MI 48442

RE: FIRE CHIEF CERTIFICATION APPROVAL

Dear Mr. Weil:

Congratulations! Your Fire Chief application has been approved by the State Fire Marshal. Under the Michigan Fire Fighter Training Council (MFFTC) Administrative Rules you are now eligible to function in an operational capacity.

Please take the time to remain up to date with Public Act 291 of 1966 as amended and Public Act 207 of 1941 as amended, MIOSHA Part 74, NFIRS Reporting requirements, Michigan Fire Fighter Training Council Administrative Rules, etc. to ensure your departmental compliances with each. Also, please take the time to maintain an up-to-date department profile and roster in the System Maintenance of Knowledge and Education (SMOKE) program found on the Fire Fighter Training Division's (FFTD) webpage.

On behalf of the Bureau of Fire Services, I wish you success as a Certified Fire Chief. If the Bureau can be of further assistance to you, please do not hesitate to contact us through your respective FFTD Region Training Chief.

Respectfully,

A handwritten signature in black ink, appearing to read "Kevin J. Sehlmeier".

Kevin J. Sehlmeier  
State Fire Marshal  
Director, Bureau of Fire Services