

# COVID-MIDDLEBURY EMERGENCY SERVICES AUTHORITY

1045 BAESE COURT, P.O. BOX 636, OVID, MICHIGAN 48866

TELEPHONE: (989) 834-5707

Chair: Michael Herendeen  
Vice-Chair: Jennings West  
Secretary: Nancy Hughson  
Treasurer: Nancy Hughson

Trustee: William Lasher  
Trustee: Larry Ordiway  
Trustee: Jeff Swan  
Recording Secretary: Susan Tomasek-Swan

## MINUTES

~~Draft~~ Approved

### Regular Meeting

October 24, 2023 7:00 p.m.

#### Call to Order:

Chair Herendeen called the meeting to order at 7:00 p.m.

#### Roll Call:

**Present:** Michael Herendeen, Nancy Hughson, William Lasher, Larry Ordiway, Jeff Swan, and Jennings West

**Others in Attendance:** There were four people present; among the guests were Susan Swan- recording secretary, Chief Jerry Stevens, and Keith Monks.

#### Approval of Agenda:

Trustee Swan made a motion to approve the agendas with corrections (tabled ordinance and resolution). Vice Chair West seconded the motion.

The motion passed on a voice vote.

#### Approval of Minutes

Trustee Swan motioned to approve the September 26, 2023 minutes as presented. Vice- Chair West seconded the motion.

The motion passed on a voice vote.

#### Financial Report / Payment of the Bills:

Treasurer Hughson gave the board a report on the financials of OMESA with corrections on CD total of \$51,767.43 from \$1,767.43 and correction on Ovid City disbursement to \$49,279.54.

Trustee Swan moved to approve payment of checks #12435-12467 and 2 EFTs in an amount of \$32,341.96 for vendors and \$2,772.12 for payroll and Payroll taxes total of \$1,356.29 for a total amount of \$36,470.37 and the financial report. The motion was seconded by Vice Chair West.

Upon Roll Call vote the following voted Aye: Hughson, Lasher, Ordiway, Swan, West, Herendeen

Upon Roll Call vote the following voted Nay: None Carried

**Public Comment:** Opened 7:04 pm, Closed 7:04 pm none

#### Fire Chief Report:

Chief Stevens reviewed the runs for the month with the board. He updated the board on items purchased with the fire grant. The Chief reported to the board about recruiting volunteers and the hardships involved.

**Runs for the Month:** 22 runs for the period September 27-October 24 (14 EMS runs and 8 Fire runs)

**Runs for the Year 2023:** 247 runs (169 EMS and 78 Fire runs)

**Communications:** None

**General Business:**

1. **Resolution 2023-02 Procedures for Post audited OMESA bills** – The board reviewed the 2020-01 and the 2022-01 resolutions. With modification to resolution 2022-01 Resolution 2023-02 was adopted.

**Resolution 2023-02  
AUTHORIZATION FOR ON-TIME REGULAR RECURRING  
BILL PAYMENTS BETWEEN MEETINGS**

**WHEREAS** the Ovid-Middlebury Emergency Services Authority (OMESA) currently issues payments of its debts, obligations, vendor invoices, and payroll charges following approval at a regular or special meeting of its Board (except as provided in Resolution 2020-01); and

**WHEREAS** the Authority desires to provide for the prompt on-time payment of its fuel, utility, and other regular recurring bills by their due dates in order to avoid late charges, disruptions in service, or a perception of unreliability regarding its debts and obligations; and

**WHEREAS** the receipt of invoices and their respective due dates for such recurring payments often occur prior to the Board meeting at which these regular and expected obligations are routinely approved:

**THEREFORE BE IT RESOLVED** that this resolution rescinds and replaces Resolution 2022-01 and that the OMESA Treasurer or other duly designated officer is authorized to promptly remit payment for fuel, utility, and other regular recurring bills by their respective due dates and report the same to the Board for ratification or other action at its next meeting.

**Resolution moved by: Trustee Swan and Supported by Vice Chair West**

**Upon a roll call, the following voted:**

**Aye: Hughson, Lasher, Ordiway, Swan, West, Herendeen**

**Nay: None**

**The Chair declared the Resolution [adopted] ~~{not adopted}~~.**

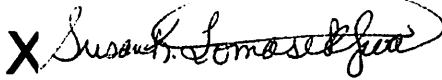
2. **Recovery Fee Resolution**- tabled until Resolution 2010-01 is located
3. **FOIA Resolution** – Tabled until Resolution 2015-01 is located
4. **Other Equipment Status**- none
5. **Other Pending Business**- none

**Final Comments:**

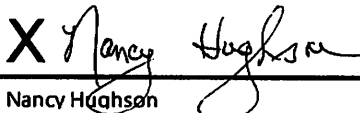
The next OMESA meeting will be on November 28, 2023, at 7:00 pm.

**Adjournment- With no objections the Chair adjourned the meeting at 7:57 pm.**

The Chair adjourned the meeting at 7:57 pm

X 

Susan Tomasek Swan  
Recording Secretary

X 

Nancy Hughson  
OMESA Secretary