CHELSEA AREA FIRE AUTHORITY

Board Meeting Information Packet

Regular Meeting

Tuesday, March 19, 2019

9:00am

CAFA Business Office

File Copy

AGENDA

CHELSEA AREA FIRE AUTHORITY
REGULAR MEETING
March 19, 2019 at 9:00am
Chelsea City Council Chambers
311 S. Main Street
CAFA (734) 475-8755

1. Call to Order
2. Pledge of Allegiance
3. Quorum
4. Approval of Regular Agenda
5. Consent Agenda
    - A. Approval of Minutes
    - B. Approval of Invoices Paid
    - C. Review of Treasurer's Report
6. Public Comment
7. Chief's Report
    - A. Monthly Report – February / March
    - B. Training Schedule
    - C. Incident Statistics
8. Unfinished Business
    - A. Fee Structure and Billing Policy
    - B. NFPA Discussion
    - C. Budget Amendments
        1. Service Billing - 801.8
        2. Equipment Tools – 977
    - D. Chief Arbini Contract
9. New Business
    - A. Swearing In of POC FF Detroyer
    - B. Priority Tones Apparatus Response
10. Reports
    - A. Chairman
    - B. Vice Chairman
    - C. Secretary
    - D. Treasurer
    - E. Trustees
11. Announcements
12. Final Public Comment
13. Adjournment

6. Consent Agenda

Approval of Minutes

Regular Meeting: February 19, 2018

MINUTES
CHELSEA AREA FIRE AUTHORITY
REGULAR BOARD MEETING
February 19, 2019
City of Chelsea Counsel Chambers
311 S. Main Street Chelsea, Michigan

Call to Order: Meeting called to order at 9:00 AM by Chairman Osborne

Pledge of Allegiance

Quorum: Members present: Osborne, Maier, Koseck, Demske and Chief Arbini
Members Absent: Feeney

Approval of Regular Agenda: Motion by Koseck, seconded by Maier to approve the regular agenda. Carried unanimously

Consent Agenda: Motion by Demske, seconded by Maier to approve the Consent Agenda. Carried unanimously.

A. Approval of Minutes
B. Approval of Invoices
C. Review of Treasurers Report

Public Comment: Susan Vanden Bosch read a letter from Daniel DePew of the Mikey and Me Organization thanking the fire fighters for their help.

Lisa Allmendinger thanked CAFA for recent rescues during the adverse weather.

Chief's Report: Chief Arbini presented his January/February report.

A. Monthly Report – The Rokon rescue vehicle is expected to be received in the next few weeks. The rescue trailer has been received.

   Update on hiring process for 3 new full-time firefighters. Goal is to have them onboard by June 1.
B. Training Schedule
C. Incident Statistics

Unfinished Business:

A. Fee Structure and Billing policy – work still in process.
B. NFPA Discussion – Lyndon Township Board was briefed on February 12th.

Proposed

New Business:

A. Staffing Policy – Briefing by Chief Arbini
B. IROL / Inspection Reports On-Line – Briefing by Chief Arbini
C. Budget amendments – need for budget line item adjustments explained and discussed.
    1. Service Billing – 801.8
    2. Equipment Tools -977
D. Pipeline class – Chief attended this class. A response plan is being developed.
E. Chief Arbini Contract Discussion – closed session. Motion by Osborne to go into closed session, seconded by Demske at 9:40 AM. Carried unanimously. Returned from closed session at 9:56 AM.

Reports:

A. Chairman – Will be on vacation next month.
B. Vice Chairman – Thanks to firefighters Klink and Ballard for their assistance at a recent military funeral with slip and falls during icy conditions.
C. Secretary – Thanks to Chief Arbini and Lt. Stanley for the NFPA Briefing to the Lyndon Board.
D. Treasurer – Question about treasurer's report, explained by Chief Arbini. Annual audit to be done in house.
E. Trustees – no comment

Announcements: Next regular CAFA regular board meeting will be at 9:00 AM on Tuesday March 19, 2019 at the Chelsea City Counsel Chambers.

Final Public Comment: None

Adjournment: Motion by Maier, seconded by Demske to adjourn at 10:07 AM. Carried Unanimously.

Minutes submitted by Tom Demske - Secretary

Proposed

Approval of Invoices Paid

Check Register

Chelsea Area Fire Authority
Check Register
February, 2019

Type	Date	Num	Name	Split	Amount	Balance
001.1 · C General Checking						348,887.95
General Journal	02/01/2019	bankfee		956 · Bank Service Cha...	-39.95	348,848.00
General Journal	02/01/2019	hcsp		723 · HealthCare Savin...	-1,350.00	347,498.00
General Journal	02/05/2019	deposit		693 · Sale of Capital As...	2,500.00	349,998.00
General Journal	02/06/2019	deposit		602 · Service Billing Re...	67,693.37	417,691.37
General Journal	02/07/2019	deposit		580.4 · Lyndon Township	66,544.87	484,236.24
Check	02/11/2019	17373	123 Net	850.1 · Station Phones	-386.95	483,849.29
Check	02/11/2019	17374	Chelsea Lumber	932.9 · Vehicle Maint - ...	-3.11	483,846.18
Check	02/11/2019	17375	City of Chelsea	-SPLIT-	-378.60	483,467.58
Check	02/11/2019	17376	DTE Energy	921.2 · Natural Gas - St...	-462.89	483,004.69
Check	02/11/2019	17377	DTE Energy	921.1 · Natural Gas - St...	-635.19	482,369.50
Check	02/11/2019	17378	Emergent Health Pa...	-SPLIT-	-3,812.26	478,557.24
Check	02/11/2019	17379	Farm Bureau Life In...	725 · Life Insurance	-405.49	478,151.75
Check	02/11/2019	17380	Fire Service Manage...	767 · Uniforms & Prote...	-600.61	477,551.14
Check	02/11/2019	17381	First Choice Coffee ...	940.7 · Rental - Water ...	-40.00	477,511.14
Check	02/11/2019	17382	Great Lakes Ace Ha...	-SPLIT-	-66.47	477,444.67
Check	02/11/2019	17383	Halt Fire	932.15 · Truck Maint - ...	-74.62	477,370.05
Check	02/11/2019	17384	J&B Medical Supply	752.1 · Supplies - Emer...	-91.93	477,278.12
Check	02/11/2019	17385	Lessors, Inc	752.1 · Supplies - Emer...	-54.75	477,223.37
Check	02/11/2019	17386	Mike Van Riper	930.2 · Bldg/Property M...	-275.00	476,948.37
Check	02/11/2019	17387	Parts Peddler	752.1 · Supplies - Emer...	-38.52	476,909.85
Check	02/11/2019	17388	Paul, Judi	801.6 · PS - Accounting...	-511.88	476,397.97
Check	02/11/2019	17389	Ricoh Americas Cor...	940.4 · Rental - Copier	-178.11	476,219.86
Check	02/11/2019	17390	Rite-Tech Enterprise...	-SPLIT-	-15,268.50	460,951.36
Check	02/11/2019	17391	West Shore Fire, Inc.	767 · Uniforms & Prote...	-1,224.97	459,726.39
Check	02/11/2019	17392	Aflac	231.3 · Aflac	-1,369.04	458,357.35
Check	02/11/2019	17393	Lima Township	940.6 · Rental- Lima Tw...	-1,650.00	456,707.35
General Journal	02/14/2019	fundst...		001.3 · C Payroll/Swee...	-27,690.51	429,016.84
General Journal	02/14/2019	457pe...		231.2 · Pension 457(b)	-432.36	428,584.48
General Journal	02/14/2019	deposit		674 · Donations from Pr...	48.25	428,632.73
General Journal	02/19/2019	deposit		602 · Service Billing Re...	59,459.45	488,092.18
Check	02/19/2019	17394	AccuMed Group	801.8 · P.S. - Service B...	-174.08	487,918.10
Check	02/19/2019	17395	Blue Care Network o...	718 · Healthcare/Dental	-11,961.92	475,956.18
Check	02/19/2019	17396	Business Card	-SPLIT-	-3,298.84	472,657.34
Check	02/19/2019	17397	Chelsea School Dist...	759 · Gas/Diesel/Oil	-1,347.02	471,310.32
Check	02/19/2019	17398	Michigan Associatio...	-SPLIT-	-457.11	470,853.21
Check	02/19/2019	17399	National Equipment ...	729 · Physical Fitness	-1,425.00	469,428.21
Check	02/19/2019	17400	Rite-Tech Enterprise...	932.11 · Truck Maint - ...	-1,667.81	467,760.40
Check	02/19/2019	17401	State Chemical Mfg....	752.2 · Supplies - Clea...	-283.40	467,477.00
Check	02/19/2019	17402	Steele Heating & Co...	930.1 · Bldg/Property M...	-556.80	466,920.20
Check	02/19/2019	17403	The UPS Store	931 · Equipment Mainte...	-13.82	466,906.38
General Journal	02/20/2019	mers		231.4 · MMers Withheld	-6,436.99	460,469.39
General Journal	02/21/2019	lease ...		981.23 · Capital Outlay ...	-37,922.32	422,547.07
Check	02/26/2019	17404	Ann Arbor Door Syst...	930.2 · Bldg/Property M...	-1,020.00	421,527.07
Check	02/26/2019	17405	DTE Energy	921.1 · Natural Gas - St...	-645.16	420,881.91
Check	02/26/2019	17406	Irish Hills Ford	932.01 · Truck Maint. - ...	-44.53	420,837.38
Check	02/26/2019	17407	Meekhof Tire Sales ...	932.13 · Truck Maint - ...	0.00	420,837.38

Chelsea Area Fire Authority
Check Register
February, 2019

Type	Date	Num	Name	Split	Amount	Balance
Check	02/26/2019	17408	Mike Van Riper	930.2 · Bldg/Property M...	-255.00	420,582.38
Check	02/26/2019	17409	Rite-Tech Enterprise...	-SPLIT-	-4,447.17	416,135.21
Check	02/26/2019	17410	State of Michigan - ...	915 · Dues, Licenses & ...	-75.00	416,060.21
Check	02/26/2019	17411	West Shore Fire, Inc.	767 · Uniforms & Prote...	-2,349.72	413,710.49
General Journal	02/28/2019	fundst...		001.3 · C Payroll/Swee...	-25,036.10	388,674.39
General Journal	02/28/2019	457pe...		231.2 · Pension 457(b)	-453.18	388,221.21
Total 001.1 · C General Checking					39,333.26	388,221.21
TOTAL					**39,333.26**	**388,221.21**

Treasurer's Report

Financials

P & L Budget vs. Actual YTD
Balance Sheet
Bank Accounts Summary

Reports

Credit Card Expenses

Chelsea Area Fire Authority
Profit & Loss - Budget vs. Actual
2019

		Jan - Feb, 2019	Annual Budget	$ Over Budget	% of Budget		Compare Ideal %
Income							
412	Delinquent Personal Property Tax	0.00	500.00	-500.00	0.0%		
441	Local Comm. Stabilization Share	0.00	15,000.00	-15,000.00	0.0%		
580.1	Chelsea City	4,023.83	627,074.00	-623,050.17	0.6%		
580.3	Lima Township	292,007.06	568,473.00	-276,465.94	51.4%		
580.4	Lyndon Township	178,205.31	391,197.00	-212,991.69	45.6%		
580.5	Sylvan Township	160,454.51	471,037.00	-310,582.49	34.1%		
580	Contributions from Local Units	634,690.71	2,057,781.00	-1,423,090.29	30.8%		
602	Service Billing	2,335.82	20,000.00	-17,664.18	11.7%		
606	Other Income	127.00	1,500.00	-1,373.00	8.5%		
665	Interest Income	372.41	1,400.00	-1,027.59	26.6%		
674	Donations - Private Sources	148.25	0.00	148.25	#DIV/0!		
676	Reimbursements	1,057.27	2,000.00	-942.73	52.9%		
693	Sale of Capital Assets	6,775.00	0.00	6,775.00	#DIV/0!		
Total Income		645,506.46	2,098,181.00	-1,452,674.54	30.8%		
Expense							
702.2	Wages - Captains	32,359.53	177,605.00	-145,245.47	18.2%	Monthly	16.7%
702.3	Wages - Lieutenants	27,962.03	150,561.00	-122,598.97	18.6%	Monthly	16.7%
702.4	Wages - FT FFs	24,887.50	225,417.00	-200,529.50	11.0%	Monthly	16.7%
702.5	Wages - Captains FLSA	2,876.76	14,700.00	-11,823.24	19.6%	Monthly	16.7%

Chelsea Area Fire Authority
Profit & Loss - Budget vs. Actual
2019

		Jan - Feb, 2019	Annual Budget	$ Over Budget	% of Budget		Compare Ideal %
702.6	Wages - Lieutenants FLSA	2,507.13	12,785.00	-10,277.87	19.6%	Monthly	16.7%
702.7	Wages - F/T Firefighters FLSA	2,211.39	19,142.00	-16,930.61	11.6%	Monthly	16.7%
702.9	Wages - Training	274.42	5,000.00	-4,725.58	5.5%	Monthly	16.7%
703.1	Wages - Chief	15,695.40	86,600.00	-70,904.60	18.1%	Monthly	16.7%
703.2	Wages - Admin Asst	5,335.70	26,523.00	-21,187.30	20.1%	Monthly	16.7%
704.0	Wages - Paid on Call	2,792.89	7,500.00	-4,707.11	37.2%	Monthly	16.7%
706.0	Wages - Holiday	6,852.01	20,000.00	-13,147.99	34.3%	Monthly	16.7%
709.0	Payroll Taxes - FICA	8,075.02	46,800.00	-38,724.98	17.3%	Monthly	16.7%
711.0	Payroll Taxes -Medicare	1,888.55	11,000.00	-9,111.45	17.2%	Monthly	16.7%
712.0	Cash in lieu of Benefits	346.15	12,700.00	-12,353.85	2.7%	Monthly	16.7%
713.0	Overtime	9,640.04	70,000.00	-60,359.96	13.8%	Monthly	16.7%
714.0	Longevity	0.00	200.00	-200.00	0.0%	Monthly	16.7%
717.0	Defined Benefit Pension Plan (MERS)	6,485.06	50,000.00	-43,514.94	13.0%	Monthly	16.7%
718.0	Healthcare Insurance Premiums	22,538.97	214,500.00	-191,961.03	10.5%	Monthly	16.7%
721.0	Uniform Allowance	0.00	10,500.00	-10,500.00	0.0%	Occasional	16.7%
723.0	HCSP (Retiree Healthcare)	2,700.00	21,600.00	-18,900.00	12.5%	Occasional	16.7%
724.0	Healthcare Reimbursement	0.00	7,500.00	-7,500.00	0.0%	Annual	0.0%
725.0	Life Insurance	810.98	7,500.00	-6,689.02	10.8%	Monthly	16.7%
726.0	Insurance - Workers Comp	0.00	55,000.00	-55,000.00	0.0%	Quarterly	75.0%
728.0	New Hire Testing/Physicals	0.00	7,200.00	-7,200.00	0.0%	Annual	0.0%
729.0	Physical Fitness/Equipment	1,425.00	2,000.00	-575.00	71.3%	Monthly-1 month behind	8.3%
752.1	Supplies - Emergency Ops	311.33	5,000.00	-4,688.67	6.2%	Monthly-1 month behind	8.3%
752.2	Supplies - Cleaning/Building	283.40	2,500.00	-2,216.60	11.3%	Monthly-1 month behind	8.3%
752.3	Supplies - Office	23.96	4,500.00	-4,476.04	0.5%	Occasional	8.3%
759.0	Gasoline/Diesel Fuel	1,347.02	13,000.00	-11,652.98	10.4%	Occasional	8.3%
767.0	Uniforms/Protective Equipment	4,945.32	28,000.00	-23,054.68	17.7%	Monthly-1 month behind	8.3%

Chelsea Area Fire Authority
Profit & Loss - Budget vs. Actual
2019

		Jan - Feb, 2019	Annual Budget	$ Over Budget	% of Budget		Compare Ideal %
791.0	Subscriptions/Publications	0.00	4,000.00	-4,000.00	0.0%	Monthly-1 month behind	8.3%
	Professional Services						
801.1	P.S. - Dispatch	3,812.26	24,000.00	-20,187.74	15.9%	Monthly-1 month behind	8.3%
801.2	P.S. - Legal	0.00	20,000.00	-20,000.00	0.0%	Monthly-1 month behind	8.3%
801.4	P.S. - HR & Payroll	3,122.82	15,000.00	-11,877.18	20.8%	Monthly-1 month behind	8.3%
801.5	P.S. - IT	0.00	3,000.00	-3,000.00	0.0%	Monthly-1 month behind	8.3%
801.6	P.S. - Accounting & Audit	511.88	16,700.00	-16,188.12	3.1%	Monthly-1 month behind	8.3%
801.7	P.S. - Software License & Support	1,893.62	9,000.00	-7,106.38	21.0%	Monthly-1 month behind	8.3%
801.8	P.S. - Service Billing	174.08	0.00	174.08	#DIV/0!	Monthly-1 month behind	8.3%
801.9	P.S. - Other	0.00	0.00	0.00	#DIV/0!	Monthly-1 month behind	8.3%
	Total Professional Services	9,514.66	87,700.00	-78,185.34			
804.1	Tech Rescue Team	0.00	0.00	0.00	#DIV/0!		
850.1	Station Phones	771.76	4,800.00	-4,028.24	16.1%	Monthly-1 month behind	8.3%
850.2	Radios	0.00	3,000.00	-3,000.00	0.0%	Monthly-1 month behind	8.3%
851.0	Postage	0.00	1,000.00	-1,000.00	0.0%	Monthly-1 month behind	8.3%
852.1	Internet - Station 1	76.68	1,100.00	-1,023.32	7.0%	Monthly-1 month behind	8.3%
852.2	Internet - Station 2	236.67	1,900.00	-1,663.33	12.5%	Monthly-1 month behind	8.3%
861.0	Mileage Reimbursement	0.00	1,000.00	-1,000.00	0.0%	Monthly-1 month behind	8.3%
880.0	Community Service Activities	150.00	4,000.00	-3,850.00	3.8%	Occasional	#VALUE!
900.0	Printing & Publishing	195.00	1,500.00	-1,305.00	13.0%	Occasional	#VALUE!
910.0	Professional Dev- Employee Training	175.18	9,500.00	-9,324.82	1.8%	Monthly-1 month behind	8.3%
915.0	Dues, Licenses & Memberships	1,300.00	2,500.00	-1,200.00	52.0%	Occasional	#VALUE!
	HEWT - Station 1						

Chelsea Area Fire Authority
Profit & Loss - Budget vs. Actual
2019

		Jan - Feb, 2019	Annual Budget	$ Over Budget	% of Budget		Compare Ideal %
917.1	Sewage - Station 1	37.19	720.00	-682.81	5.2%	Monthly-1 month behind	8.3%
918.1	Water - Station 1	23.04	960.00	-936.96	2.4%	Monthly-1 month behind	8.3%
919.1	Waste/Rubbish Disposal - Station 1	86.01	1,000.00	-913.99	8.6%	Monthly-1 month behind	8.3%
920.1	Electric - Station 1	273.83	4,800.00	-4,526.17	5.7%	Monthly-1 month behind	8.3%
921.1	Natural Gas - Station 1	1,074.85	4,400.00	-3,325.15	24.4%	Monthly-1 month beh	8.3%
	Total HEWT - Station 1	1,494.92	11,880.00	-10,385.08			
	HEWT - Station 2						
917.2	Sewage - Station 2	0.00	0.00	0.00	0.0%	Monthly-1 month behind	0.0%
918.2	Water - Station 2	0.00	0.00	0.00	#DIV/0!	Monthly-1 month behind	8.3%
919.2	Waste/Rubbish Disposal - Station 2	45.00	200.00	-155.00	22.5%	Monthly-1 month behind	0.0%
920.2	Electric - Station 2	0.00	1,300.00	-1,300.00	0.0%	Monthly-1 month behind	8.3%
921.2	Natural Gas - Station 2	501.93	2,200.00	-1,698.07	22.8%	Monthly-1 month behind	8.3%
	Total HEWT - Station 2	546.93	3,700.00	-3,153.07			
930.1	Bldg/Property Maint - Station 1	614.94	4,000.00	-3,385.06	15.4%	Monthly-1 month beh	8.3%
930.2	Bldg/Property Maint - Station 2	1,786.61	2,000.00	-213.39	89.3%	Monthly-1 month beh	8.3%
931.0	Equipment Maint/Repairs	13.82	12,000.00	-11,986.18	0.1%	Monthly-1 month beh	8.3%
	Truck Maintenance						
932.01	Truck Maint - Chief's Vehicle	44.53	100.00	-55.47	44.5%	Monthly-1 month beh	8.3%
932.11	Truck Maint - Engine 6-1	8,313.04	12,000.00	-3,686.96	69.3%	Monthly-1 month beh	8.3%
932.12	Truck Maint - Aerial 6-1	0.00	12,000.00	-12,000.00	0.0%	Monthly-1 month beh	8.3%
932.13	Truck Maint - Squad 6-1	3,536.00	11,500.00	-7,964.00	30.7%	Monthly-1 month beh	8.3%

Chelsea Area Fire Authority
Profit & Loss - Budget vs. Actual
2019

		Jan - Feb, 2019	Annual Budget	$ Over Budget	% of Budget		Compare Ideal %
932.15	Truck Maint - Tanker 6-1	9,609.06	7,500.00	2,109.06	128.1%	Monthly-1 month beh	8.3%
932.17	Truck Maint - Utility (Gator)	0.00	0.00	0.00	#DIV/0!	Monthly-1 month beh	8.3%
932.21	Truck Maint - Engine 6-2	0.00	3,000.00	-3,000.00	0.0%	Monthly-1 month beh	8.3%
932.23	Truck Maint - Squad 6-2	1,757.92	500.00	1,257.92	351.6%	Monthly-1 month beh	8.3%
932.28	Truck Maint - Brush 6-2	0.00	1,000.00	-1,000.00	0.0%	Monthly-1 month beh	8.3%
932.9	Truck Maint - Other	3.11	0.00	3.11	#DIV/0!	Monthly-1 month beh	8.3%
	Total Truck Maintenance	23,263.66	47,600.00	-24,336.34	48.9%		
937.0	Insurance - General Liability	0.00	42,500.00	-42,500.00	0.0%	Monthly-1 month beh	8.3%
940.4	Rental - Copier	550.77	2,500.00	-1,949.23	22.0%	Monthly-1 month beh	8.3%
940.6	Rental - Lima Twp. Substation	3,300.00	19,800.00	-16,500.00	16.7%	Monthly-1 month beh	8.3%
940.7	Water Dispenser - Station 1	80.00	320.00	-240.00	25.0%	Monthly-1 month beh	8.3%
955.0	Miscellaneous	0.65	2,000.00	-1,999.35	0.0%	Monthly-1 month beh	8.3%
956.0	Bank Service Charges	79.90	480.00	-400.10	16.6%	Monthly-1 month beh	8.3%
965.0	Chargebacks	0.00	2,500.00	-2,500.00	0.0%	Occasional	#VALUE!
977.0	Capital Outlay - Tools & Equipment	6,463.49	154,300.00	-147,836.51	4.2%	Occasional	#VALUE!
980.0	Capital Outlay - Office Equip & Furn	1,499.99	6,000.00	-4,500.01	25.0%	Occasional	#VALUE!
	Capital Outlay - Vehicles						
981.01	Capital Outlay - Chief's Vehicle	3,769.86	0.00	3,769.86	#DIV/0!	Occasional	#VALUE!
981.11	Capital Outlay - Engine 6-1	0.00	0.00	0.00		Occasional	#VALUE!
981.12	Lease Pmts - Aerial 6-1	0.00	36,166.00	-36,166.00	0.0%	March	
981.23	Lease Pmts - Squad 6-2	29,256.53	29,248.00	8.53	100.0%	February	100.0%
	Total Capital Outlay - Vehicles	33,026.39	65,414.00	-32,387.61	#DIV/0!		

Chelsea Area Fire Authority
Profit & Loss - Budget vs. Actual
2019

		Jan - Feb, 2019	Annual Budget	$ Over Budget	% of Budget		Compare Ideal %
992.0	Interest Expense	1,235.77	20,948.00	-19,712.23	5.9%	Feb, Mar & Y/E Accrual	
Total Expense		270,953.35	1,835,275.00	-1,564,321.65	14.8%		
Net Income		**374,553.11**	**262,906.00**	**111,647.11**	142.5%		

Chelsea Area Fire Authority
Balance Sheet
As of February 28, 2019

	Feb 28, 19
ASSETS	
Current Assets	
Checking/Savings	
001.1 · C General Checking	388,221.21
001.2 · C Trust & Agency	8,437.88
001.3 · C Payroll/Sweep Checking	100.00
002 · C Money Market	58,085.12
003.1 · F - CD 4142	63,357.22
003.3 · F - CD 4134	63,109.38
003.4 · F - CD 4100	63,192.55
003.6 · C - CD 0357	250,000.00
004 · Petty Cash	100.00
005 · F - Checking	88,253.76
006 · F - Savings	64,724.75
008 · CZ Checking	701.26
Total Checking/Savings	1,048,283.13
Accounts Receivable	
056 · A/R - Interest	1,313.28
Total Accounts Receivable	1,313.28
Other Current Assets	
082.1 · A/R Chelsea Village	9,797.32
082.3 · A/R Lima Township	391,885.79
082.4 · A/R Lyndon Township	261,208.57
082.5 · A/R Sylvan Township	320,424.76
123 · Prepaid Expense	1,650.00
124 · Prepaid Insurance	9,189.12
126 · Security Deposit	2,000.00
Total Other Current Assets	996,155.56
Total Current Assets	2,045,751.97
TOTAL ASSETS	**2,045,751.97**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
231.1 · MAFF Union Dues	693.63
231.3 · Aflac	2,053.56
231.4 · MMers Withheld	1,457.66
251 · Interest Payable	9,987.26

Chelsea Area Fire Authority
Balance Sheet
As of February 28, 2019

	Feb 28, 19
360 · Deferred Tax Receipts	
360.3 · Lima Township	391,885.79
360.4 · Lyndon Township	287,459.10
360.5 · Sylvan Township	344,672.97
Total 360 · Deferred Tax Receipts	1,024,017.86
Total Other Current Liabilities	1,038,209.97
Total Current Liabilities	1,038,209.97
Total Liabilities	1,038,209.97
Equity	
375 · Board Designated Reserve Fund	436,527.17
380 · General Operating	196,461.72
Net Income	374,553.11
Total Equity	1,007,542.00
TOTAL LIABILITIES & EQUITY	**2,045,751.97**

Chelsea Area Fire Authority
Bank Accounts
02/28/2019

Bank	Account	Funds	Balance	Bank Totals	Interest Rate	Maturity Date
CSB	Checking	Operating	$388,221.21		-----	
CSB	Money Market	Operating	$58,085.12		0.20%	
CSB	Trust & Agency	Operating	$8,437.88		0.05%	
CSB	Payroll Sweep	Operating	$100.00		-----	
				$454,844.21		
CZ	Checking	Future Capital	$701.26		0.85%	
	C.D. # 0357	Future Capital	$250,000.00		2.10%	1/21/2020
				$250,701.26		
F	Checking	Debt	$88,253.76		0.25%	
F	Savings	Future Capital	$64,724.75		0.90%	
	C.D. #4134	Future Capital	$63,109.38		2.10%	4/19/2019
	C.D. #4100	Future Capital	$63,192.55		2.15%	8/22/2019
	C.D. #4142	Future Capital	$63,357.22		1.35%	10/31/2019
				$342,637.66		
		Operating Funds	**$454,844.21**			
		Debt Funds	**$88,253.76**			
		Future Capital	**$505,085.16**			
Total			**$1,048,183.13**	**$1,048,183.13**		

Chelsea Area Fire Authority
Credit Card Payment
February, 2019

Trans #	Type	Date	Num	Name	Memo	Account	Class	Debit	Credit
29497	Check	02/19/2019	17396	Business Card		001.1 · C General Checking			3,298.84
				Business Card	art van january	980 · Cap Outlay- Office Equip & Furn		1,489.99	
				Business Card	waste mgt ja...	919.1 · Waste/Rubbish Disposal - St 1		86.01	
				Business Card	lowe's january	977 · Capital Outlay - Tools & Equip		993.98	
				Business Card	google february	801.7 · PS - Software License & Support		19.66	
				Business Card	lowe's january	930.2 · Bldg/Property M & R - Station 2		236.61	
				Business Card	comcast 12/2...	852.1 · Internet - Station 1		84.90	
				Business Card	wix annual	801.7 · PS - Software License & Support		168.00	
				Business Card	comcast 1/15...	852.2 · Internet - Station 2		163.56	
				Business Card	sscor january	752.1 · Supplies - Emergency Ops		56.13	
								3,298.84	3,298.84
TOTAL								**3,298.84**	**3,298.84**

7. Chief's Report

A. Monthly Report – February / March
B. Training Schedule
C. Incident Statistics

Chelsea Area Fire Authority
200 W. Middle Street
Chelsea, MI 48118
O (734) 475-8755
F (734) 475-1967
https://www.chelseafire.org
Fire Chief – Robert A. Arbini
Proudly serving the City of Chelsea and Lima, Lyndon, and Sylvan Townships

To: Fire Administration Board

From: Chief Arbini

Date: 3-19-2019

RE: Board Packet 2-16-19 thru 3-17-2019

2-18-2019	1 hr PTO; Squad 6-1 to Meekoff for tires; Pipeline SOG; Bills
2-19-2019	Monthly Board Meeting; Discussion of Dispatch Tones and Apparatus Response SOG
2-20-2019	Bills; Apparatus Response SOG;
2-21-2019	Review of sewer in Station 1 bay; Apparatus Response SOG
2-22-2019	Contract language; Apparatus Response SOG; QA for reports
2-25-2019	Apparatus Response SOG; review of Station 1 for cleanup; flooring to Station 2 for installation
2-26-2019	Apparatus Response SOG; Bills; QA review
2-27-2019	QA review
2-28-2019	QA review; Meeting at Red Cross of Washtenaw for April 26th Chelsea Community event; finalizing of Priority and Apparatus Response SOG
3-1-2019	Career Day at Beech Middle School; Apparatus Response SOG discussion
3-4-2019	PTO 8 hours
3-5-2019	WAMAA monthly Chief meeting; picked up winter coats at Priority One; Bills; QA
3-6-2019	Bills; Waterloo DNR to pick up Rokon and deliver it back to Station 1; Visit to Westland Fire Department to get documentation/pictures of their 02 filling station

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3-7-2019 Discussion with Tom McKernan regarding a meeting between CAFA and a developer to see how NFPA would impact his development; review of Rokon with Shift 2; beginning a Rokon policy; visit to Rite-Tech to view Engine 6-1

3-8-2019 Rokon Policy; Bills; QA

3-11-219 Rokon Policy; Bills; NFPA discussion in preparation for Lyndon Township meeting; meeting at Rite-Tech for discussion of new fire vehicle; QA

3-12-2019 MABAS meeting in Lansing; Review of finances with Judy

3-13-2019 Rokon Policy; Budget amendments with Judy; review of 02 order for 02 filling station

3-14-2019 Review of new hire process (follow up phone call to all eligible candidates); NFPA discussion and email to Lyndon Township; dispatch issues email to HVA

3-15-2019 Billing SOG; QA

I am still working on the Pipeline Policy. I spent a fair amount of time building off of the Apparatus Response SOG that was in place. A few changes were made but nothing to be concerned about. The sewer in the floor at Station 1 looks to be compromised. I am fairly confident it could be a major fix. A discussion may need to be had regarding an insurance claim and which entity may be responsible. QA has been a constant on many days. There is a community wide event to be held throughout Chelsea for disbursement of smoke detectors. This event is sponsored by American Red Cross and we will support then in whatever their needs are on April 26. I was a presenter at the Beech Middle School Career Day. There was a total of 18 careers that were represented. The Rokon was delivered to the DNR I Waterloo and has been transported to Station 1 where we are in the process of formulating a policy and re-configuring the enclosed trailer for all of

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our technical rescue devices. NFPA discussion is still a topic of discussion with Lyndon Township and Sylvan Township. I attended a meeting in Lansing regarding the MI-MABAS system to get a better understanding of what is taking place in our state. Engine 1 is undergoing some major fixes that revolve around support brackets and a twisted frame. We are going to be installing the 02 system next week. This will allow us to fill our own 02 bottles and not waste money on leasing of empty 02 bottles sitting on a shelf. And lastly, I have been reaching out to our new hire candidates reminding them that their documents are due by March 31.

March 2019

03/19						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						Hose Line Advancement On a Ladder IFSTA pg 676-677 Throw Ladder Advance hose line
Combi tube placement review you tube video hand out practical with mannikin	Combi tube placement review you tube video hand out practical with mannikin	Combi tube placement review you tube video hand out practical with mannikin	Complete Work place stress 24-7	Complete Work place stress 24-7	Complete Work place stress 24-7	
		Review Protocol E 14 HIPPA Hand out	Review Protocol E 14 HIPPA Hand out		Emergency Vehicle Operations 24-7	
Emergency Vehicle Operations 24-7	Lost Fire fighter May Day IFSTA pg 319-322 Run drills in bays	Lost Fire fighter May Day IFSTA pg 319-322 Run drills in bays	Lost Fire fighter May Day IFSTA pg 319-322 Run drills in bays	Review Safe delivery of New Born SOP 1034	Review Safe delivery of New Born SOP 1034	Review Safe delivery of New Born SOP 1034

Basic Incident Number (FD1)	Basic Incident Alarm Date Time (FD1.26)	Basic Incident Full Address	Basic Incident Type (FD1.21)
Basic Incident City Name (FD1.16): Charter Township of Grass Lake			
19-0207	02/08/2019 11:31:00	5547 SOFT SHELL DR Charter Township of Grass Lake MI 49240	Dispatched and cancelled en route
Basic Incident City Name (FD1.16): Chelsea			
19-0173	01/31/2019 15:41:00	1304 Provincial Chelsea MI 48118	Building fire
Basic Incident City Name (FD1.16): City of Chelsea			
19-0175	01/31/2019 18:07:00	805 West Middle City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0176	02/01/2019 01:26:00	1645 Commerce Park 106,108 City of Chelsea MI 48118	Alarm system sounded due to malfunction
19-0178	02/01/2019 20:50:58	805 West MIDDLE City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0172	01/31/2019 08:38:00	309 Woodland City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0174	01/31/2019 16:17:55	718 TAYLOR STREET City of Chelsea MI 48118	Public service
19-0180	02/01/2019 23:26:00	718 TAYLOR City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0181	02/02/2019 08:47:00	801 West Middle DAN 463 City of Chelsea MI 48118	Person in distress, other
19-0184	02/03/2019 09:55:00	325 WILKINSON 135 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0185	02/03/2019 13:47:00	14800 East OLD US 12 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0187	02/04/2019 03:50:32	501 COLISEUM City of Chelsea MI 48118	False alarm or false call, other
19-0204	02/07/2019 18:54:00	201 West NORTH North City of Chelsea MI 48118	Motor vehicle accident with no injuries.
19-0205	02/08/2019 06:51:00	1040 South main City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0198	02/06/2019 17:05:00	325 WILKINSON City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0199	02/06/2019 17:58:00	113 South MAIN City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0201	02/07/2019 08:05:00	28 SYCAMORE City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0203	02/07/2019 14:24:00	310 N. MAIN City of Chelsea MI 48118	False alarm or false call, other
19-0190	02/04/2019 13:39:00	14650 East Old US 12 City of Chelsea MI 48118	False alarm or false call, other
19-0191	02/04/2019 19:26:00	805 West Middle GC 649 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0192	02/05/2019 03:41:00	304 Woodline City of Chelsea MI 48118	Medical assist, assist EMS crew
19-0193	02/05/2019 11:21:00	200 SILVER MAPLES APT 2217 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0212	02/10/2019 05:06:00	200 Silver Maples City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0213	02/10/2019 14:34:00	740 North FREER City of Chelsea MI 48118	Alarm system activation, no fire - unintentional
19-0223	02/11/2019 09:35:00	805 West Middle St. City of Chelsea MI 48118	No incident found on arrival at dispatch address
19-0224	02/11/2019 09:38:00	805 West Middle Dan 572 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0225	02/11/2019 10:47:00	304 Woodland City of Chelsea MI 48118	Public service
19-0227	02/12/2019 05:34:00	325 Wilkinson 304 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0229	02/12/2019 10:17:00	1620 Commerce Park City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0237	02/14/2019 09:09:00	644 RIVERSIDE City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0239	02/14/2019 10:50:00	218 MADISON City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0238	02/14/2019 09:47:00	407 LINCOLN City of Chelsea MI 48118	Public service
19-0240	02/14/2019 15:32:00	657 MIDDLE 18 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0235	02/13/2019 07:26:00	805 West MIDDLE APT 125 City of Chelsea MI	EMS call, excluding vehicle accident

Basic Incident Number (FD1)	Basic Incident Alarm Date Time (FD1.26)	Basic Incident Full Address	Basic Incident Type (FD1.21)
		48118	with injury
19-0242	02/14/2019 21:54:00	805 West MIDDLE TOWSLEY 321 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0243	02/15/2019 14:00:00	100 SILVER MAPLES 1114 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0245	02/16/2019 10:41:00	1325 FREER City of Chelsea MI 48118	Emergency medical service, other
19-0246	02/16/2019 12:34:00	250 WILKINSON APT 105 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0250	02/17/2019 12:46:00	1344 PROVINCIAL City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0220	02/11/2019 04:28:00	1620 COMMERCE City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0258	02/18/2019 09:13:00	200 Silver Maples 1305 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0263	02/18/2019 13:10:00	805 West Middle Towsley 307 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0264	02/18/2019 16:39:00	325 Wilkinson 339 City of Chelsea MI 48118	Person in distress, other
19-0266	02/19/2019 17:43:00	325 WILKINSON City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0268	02/19/2019 23:08:00	200 SILVER MAPLES City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0275	02/22/2019 15:41:00	304 Woodland City of Chelsea MI 48118	Assist invalid
19-0276	02/22/2019 17:03:00	212 Lincoln St. City of Chelsea MI 48118	Arcing, shorted electrical equipment
19-0280	02/23/2019 12:08:10	805 West MIDDLE City of Chelsea MI 48118	False alarm or false call, other
19-0285	02/24/2019 17:03:00	805 West MIDDLE City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0286	02/25/2019 12:46:00	310 SOUTH City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0287	02/25/2019 14:44:39	325 WILKINSON 312 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0292	02/26/2019 09:03:00	718 TAYLOR City of Chelsea MI 48118	Assist invalid
19-0295	02/26/2019 15:33:00	805 West MIDDLE City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0293	02/26/2019 10:51:00	718 PIERCE LAKE City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0298	02/27/2019 11:09:00	805 West Middle 315 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0302	02/28/2019 09:30:00	1620 COMMERCE City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0303	02/28/2019 10:35:00	805 W. MIDDLE City of Chelsea MI 48118	No incident found on arrival at dispatch address
19-0305	03/01/2019 06:26:00	148 VAN BUREN C City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0306	03/01/2019 08:15:45	775 South Main City of Chelsea MI 48118	Dispatched and cancelled en route
19-0307	03/01/2019 09:19:20	1555 South Main City of Chelsea MI 48118	Dispatched and cancelled en route
19-0310	03/01/2019 11:35:05	805 West Middle DAN 363 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0314	03/01/2019 19:01:51	725 West Middle 32B City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0315	03/01/2019 20:03:21	505 Maywood City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
19-0291	02/26/2019 03:02:00	100 SILVER MAPLES 1123 City of Chelsea MI 48118	EMS call, excluding vehicle accident with injury
Basic Incident City Name (FD1.16): Township of Dexter			
19-0297	02/27/2019 05:16:04	14414 EDGEWATER Township of Dexter MI 48137	EMS call, excluding vehicle accident with injury
19-0294	02/26/2019 11:48:00	7081 LAKE SHORE Township of Dexter MI 48118	Medical assist, assist EMS crew
19-0282	02/23/2019 18:02:00	12988 Island Lake Township of Dexter MI 48118	Dispatched and cancelled en route
19-0278	02/23/2019 06:14:00	13850 N. Territorial Township of Dexter MI 48118	Dispatched and cancelled en route
19-0244	02/16/2019 00:17:00	12988 Island Lake Rd Township of Dexter MI 48130	Dispatched and cancelled en route
19-0232	02/12/2019 18:12:00	12988 Island Township of Dexter MI 48118	EMS call, excluding vehicle accident with injury

Basic Incident Number (FD1)	Basic Incident Alarm Date Time (FD1.26)	Basic Incident Full Address	Basic Incident Type (FD1.21)
19-0221	02/11/2019 04:29:57	12988 ISLAND LAKE RD Township of Dexter MI 48137	Dispatched and cancelled en route
19-0169	01/31/2019 00:07:00	12988 ISLAND LAKE Township of Dexter MI 48130	EMS call, excluding vehicle accident with injury
19-0200	02/07/2019 01:10:00	12988 ISLAND LAKE Township of Dexter MI 48137	Dispatched and cancelled en route
Basic Incident City Name (FD1.16): Township of Lima			
19-0202	02/07/2019 09:03:38	GROSS ROAD Township of Lima MI 48118	Motor vehicle accident with no injuries.
19-0209	02/08/2019 14:26:00	13288 DEXTER-CHELSEA Township of Lima MI 48118	Carbon monoxide incident
19-0189	02/04/2019 13:17:00	I 94 Township of Lima MI 48130	Dispatched and cancelled en route
19-0195	02/06/2019 06:27:00	WEST I-94 Township of Lima MI 48118	Motor vehicle accident with no injuries.
19-0182	02/02/2019 13:04:00	10505 SCIO CHURCH Township of Lima MI 48118	EMS call, excluding vehicle accident with injury
19-0170	01/31/2019 04:26:00	12671 East OLD US-12 Township of Lima MI 48118	Water or steam leak
19-0179	02/01/2019 21:24:00	13955 TRINKLE Township of Lima MI 48118	EMS call, excluding vehicle accident with injury
19-0222	02/11/2019 08:30:00	E. I 94 Township of Lima MI 48118	No incident found on arrival at dispatch address
19-0226	02/11/2019 22:11:00	11483 JACKSON Township of Lima MI 48118	Assist invalid
19-0214	02/10/2019 16:34:04	JACKSON RD Township of Lima MI 48118	Electrical wiring/equipment problem, other
19-0210	02/09/2019 20:55:00	10875 BEACH Township of Lima MI 48130	EMS call, excluding vehicle accident with injury
19-0211	02/09/2019 22:14:00	284 South LIMA Township of Lima MI 48130	EMS call, excluding vehicle accident with injury
19-0218	02/10/2019 20:20:00	East I-94 Township of Lima MI 48118	Motor vehicle accident with no injuries.
19-0219	02/11/2019 04:21:00	1175 North FLETCHER Township of Lima MI 48118	EMS call, excluding vehicle accident with injury
19-0231	02/12/2019 12:58:44	1505 South FLETCHER Township of Lima MI 48118	Citizen complaint
19-0241	02/14/2019 18:32:31	13228 DEXTER CHELSEA Township of Lima MI 48118	Carbon monoxide detector activation, no CO
19-0236	02/14/2019 03:28:00	1091 Beacon Hill Township of Lima MI 48130	Local alarm system, malicious false alarm
19-0247	02/16/2019 13:57:00	425 FREER Township of Lima MI 48118	EMS call, excluding vehicle accident with injury
19-0283	02/24/2019 07:03:00	JACKSON Township of Lima MI 48130	Smoke scare, odor of smoke
19-0281	02/23/2019 12:16:24	2181 STEINBACH Township of Lima MI 48118	Smoke or odor removal
19-0255	02/18/2019 07:00:00	E. I 94 Township of Lima MI 48118	Dispatched and cancelled en route
19-0251	02/17/2019 16:58:50	OLD US-12 Township of Lima MI 48118	No incident found on arrival at dispatch address
19-0256	02/18/2019 07:14:00	I 94 Township of Lima MI 48118	Motor vehicle accident with no injuries.
19-0259	02/18/2019 09:18:00	E. I 94 Township of Lima MI 48130	No incident found on arrival at dispatch address
19-0260	02/18/2019 09:32:00	W. I 94 Township of Lima MI 48118	Motor vehicle accident with no injuries.
19-0261	02/18/2019 09:52:00	E. I 94 Township of Lima MI 48130	No incident found on arrival at dispatch address
19-0299	02/27/2019 13:47:00	8058 Beechwood Blvd Township of Lima MI 48130	Dispatched and cancelled en route
19-0300	02/27/2019 20:50:00	920 North Steinbach Township of Lima MI 48130	Dispatched and cancelled en route
19-0301	02/28/2019 07:21:00	JACKSON Township of Lima MI 48118	Dispatched and cancelled en route
19-0312	03/01/2019 13:03:02	12172 Jackson Township of Lima MI 48130	EMS call, excluding vehicle accident with injury
19-0197	02/06/2019 14:24:00	I-94 HWY Township of Lima MI 48118	Dispatched and cancelled en route
Basic Incident City Name (FD1.16): Township of Lyndon			
19-0313	03/01/2019 17:52:12	10951 Boyce Township of Lyndon MI 48118	EMS call, excluding vehicle accident with injury
19-0308	03/01/2019 10:15:28	8050 Mester Township of Lyndon MI 48118	EMS call, excluding vehicle accident with injury
19-0304	02/28/2019 14:49:00	N. M-52 Township of Lyndon MI 48118	Motor vehicle accident with no injuries.
19-0289	02/25/2019 20:31:00	18236 North TERRITORIAL Township of Lyndon MI 48118	EMS call, excluding vehicle accident with injury
19-0290	02/25/2019 20:34:00	200 ISLAND LAKE Township of Lyndon MI 48118	Heat from short circuit (wiring),

Basic Incident Number (FD1)	Basic Incident Alarm Date Time (FD1.26)	Basic Incident Full Address	Basic Incident Type (FD1.21)
			defective/worn
19-0265	02/19/2019 08:33:00	11131 BOYCE Township of Lyndon MI 48118	EMS call, excluding vehicle accident with injury
19-0279	02/23/2019 08:23:00	8503 WERKNER Township of Lyndon MI 48118	EMS call, excluding vehicle accident with injury
19-0269	02/20/2019 09:23:00	7391 Bush Township of Lyndon MI 48118	EMS call, excluding vehicle accident with injury
19-0233	02/12/2019 21:29:00	North M52 Township of Lyndon MI 48118	Motor vehicle accident with no injuries.
19-0171	01/31/2019 05:44:00	N. M-52 Township of Lyndon MI 48118	False alarm or false call, other
19-0183	02/03/2019 08:16:00	7000 LINGANE Township of Lyndon MI 48118	EMS call, excluding vehicle accident with injury
19-0208	02/08/2019 12:37:00	17376 WATERLOO Township of Lyndon MI 48118	EMS call, excluding vehicle accident with injury
19-0206	02/08/2019 11:19:00	18236 North TERRITORIAL Township of Lyndon MI 48118	EMS call, excluding vehicle accident with injury
Basic Incident City Name (FD1.16): Township of Sylvan			
19-0196	02/06/2019 08:01:00	LOVELAND Township of Sylvan MI 48118	Construction or demolition landfill fire
19-0194	02/05/2019 14:06:00	I94 X W.OLD US 12 Township of Sylvan MI 48118	Rescue, EMS incident, other
19-0188	02/04/2019 05:45:00	53 West CEDAR LAKE Township of Sylvan MI 48118	EMS call, excluding vehicle accident with injury
19-0186	02/03/2019 17:45:00	810 MCKINELY Township of Sylvan MI 48118	Assist invalid
19-0234	02/13/2019 00:47:00	East INTERSTATE 94 Township of Sylvan MI 48118	Dispatched and cancelled en route
19-0248	02/17/2019 01:24:00	16791 WINTERS Township of Sylvan MI 48118	EMS call, excluding vehicle accident with injury
19-0249	02/17/2019 02:14:00	17220 CAROLINA Township of Sylvan MI 48118	EMS call, excluding vehicle accident with injury
19-0217	02/10/2019 19:23:00	W. I-94 HWY Township of Sylvan MI 48118	No incident found on arrival at dispatch address
19-0215	02/10/2019 18:27:00	West I-94 & PIERCE Township of Sylvan MI 48118	Motor vehicle accident with injuries
19-0216	02/10/2019 19:06:00	East I-94 Township of Sylvan MI 49240	Motor vehicle accident with no injuries.
19-0228	02/12/2019 07:08:00	1000 block Pierce Township of Sylvan MI 48118	Motor vehicle accident with no injuries.
19-0230	02/12/2019 12:09:00	East INTERSTATE 94 Township of Sylvan MI 48118	Dispatched and cancelled en route
19-0270	02/21/2019 07:45:53	I-94 Township of Sylvan MI 48118	Motor vehicle accident with no injuries.
19-0271	02/21/2019 07:51:30	1877 PIERCE Township of Sylvan MI 48118	EMS call, excluding vehicle accident with injury
19-0272	02/21/2019 14:46:32	16195 West OLD US 12 Township of Sylvan MI 49240	EMS call, excluding vehicle accident with injury
19-0273	02/21/2019 19:04:00	3740 SILVER FOX Township of Sylvan MI 48118	Person in distress, other
19-0274	02/21/2019 23:07:00	18865 BUSH Township of Sylvan MI 48118	EMS call, excluding vehicle accident with injury
19-0277	02/22/2019 17:37:00	I 94 Township of Sylvan MI 48118	Motor vehicle accident with no injuries.
19-0288	02/25/2019 19:14:00	4669 Mushbach Township of Sylvan MI 48118	Smoke detector activation due to malfunction
19-0267	02/19/2019 19:07:00	W. I-94 HWY Township of Sylvan MI 48118	Motor vehicle accident with no injuries.
19-0252	02/17/2019 23:49:00	E. I-94 HWY Township of Sylvan MI 48118	Motor vehicle accident with no injuries.
19-0253	02/18/2019 00:07:00	1280 SYLVAN Township of Sylvan MI 48118	Service call, other
19-0262	02/18/2019 09:57:00	I 94 Township of Sylvan MI 48118	Motor vehicle accident with no injuries.
19-0254	02/18/2019 12:07:00	East I-94 Township of Sylvan MI 48118	Motor vehicle accident with no injuries.
19-0309	03/01/2019 10:20:00	23113 Pine Township of Sylvan MI 48118	EMS call, excluding vehicle accident with injury
19-0311	03/01/2019 12:10:46	4380 Musbach Township of Sylvan MI 48118	EMS call, excluding vehicle accident with injury

Report Filters

Basic Incident Alarm Date Time (Fd1.26): is between '1/31/2019' and '3/1/2019'

Report Criteria

Agency Name: Is Equal To Chelsea Area Fire Authority

8. Unfinished Business

A. Fee Structure and Billing Policy
B. NFPA Discussion
C. Budget Amendments
    1. Service Billing - 801.8
    2. Equipment Tools – 977
D. Chief Arbini Contract

Chelsea Area Fire Authority
2019 Budget Amendments Request
3/19/2019

Account #	Account	Amendment	Explanation
702.5	Wages- Captain FLSA	500.00	Corrected amount .
702.6	Wages- Lieutenant FLSA	500.00	Corrected amount .
713	Wages- Full Time Overtime	-1,000.00	Re-adjust call-in.
801.8	Prof. Svcs - Service Billing	4,000.00	Orig. not in budget - AccuMed.
977	Capital Outlay - Tools & Equip.	-4,000.00	Available money.
	Total Adjustments	**0.00**	

Requested By _____

Chief R. Arbini

9. New Business

A. Swearing In of POC FF Detroyer
B. Priority Tones Apparatus Response

10. Trustee Reports

1. Chairman
2. Vice Chairman
3. Secretary
4. Trustees

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11. Announcements & Calendar

Next Regular Meeting

Date: April 16, 2019

Time: 9:00am

Place: City Council Chambers

Other Announcements

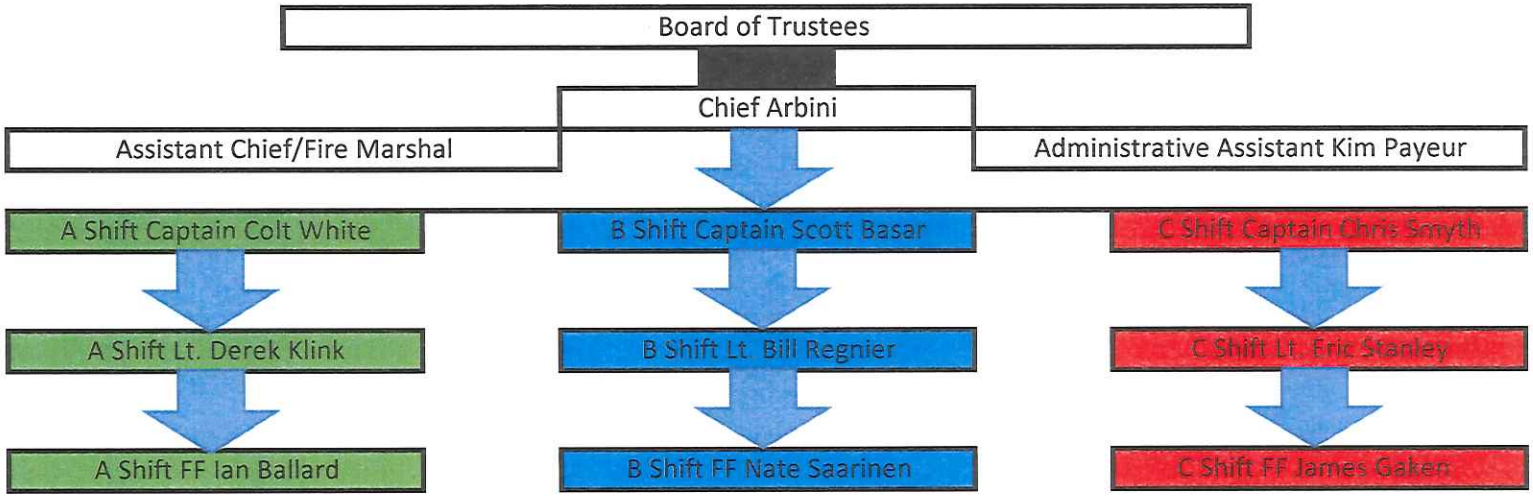
MARCH – 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
This month: Judi & Kim Continue to follow-up on Auditor's requests during Annual Audit.	*March 1* *Begins Aflac Open Enrollment*				1 PAY DAY	2
3	4	5	6 ASH WEDNESDAY	7	8	9
10 PAY PERIOD ENDS	11 *Time Sheets Due 9AM*	12 Aflac Rep @ St. 1 10am – Noon Shift 3	13 Aflac Rep @ St. 1 10am – Noon Shift 2	14 Aflac Rep @ St. 1 10am – Noon Shift 3	15 PAY DAY	16 Happy St. Patrick's Day!
17	18	19 CAFA Board Meeting 9am	20	21	22	23
24 PAY PERIOD ENDS _____ 31 EMS LICENSE Renewal Deadline	25 *Time Sheets Due 9AM*	26	27	28	29 PAY DAY	30

APRIL – 2019

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8 *Time Sheets Due 9AM*	9 FF Candidate Potential Interview Dates 9th & 10th	10 CAFA'S PIERCE MINI-PUMPER *1 Year In Service*	11	12 PAY DAY FIREHOUSE FRIDAY @ ST1 6AM – 9AM	13
14 PRO FORMA PREP	15	16 CAFA Board Mtg 9:00am	17	18	19 	20
21 PAY PERIOD ENDS CAFA Paid Holiday 	22 *Time Sheets Due 9AM*	23	24	25	26 PAY DAY	27
28	29	30	This month: Audit is in progress! Judi & Kim Continue to follow-up on Audit items as needed.			

Chelsea Area Fire Authority Hierarchy as of 2.14.19



Additional Paid-on-Call Personnel
Glen Cobb
Sophie DeTroyer
Luke Rescorla
CAFA Merchanic
Jim Truesdell

CAFA Investigators
John Dettling
Doug Eder
Larry Gaken
Al Thompson