# Lowell Area Fire and Emergency Services Authority Lowell Area Fire Department, 315 S. Hudson St. Lowell, MI 49331 616-897-7354



Tuesday, July 11, 2023

# LOWELL AREA FIRE AND EMERGENCY SERVICES AUTHORITY

## **MEETING NOTICE**

Thursday July 20, 2023 7:00 PM AT LOWELL FIRE DEPARTMENT 315 S. HUDSON LOWELL, MI 49331

# LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD MEETING AGENDA

Thursday July 20, 2023at 7:00 PM Look Memorial Fire Station

- 1. ROLL CALL of Members
- 2. APPROVAL OF THE AGENDA
- 3. APPROVAL OF THE MINUTES
  - A. Approval of the Regular Meeting Minutes from June 8, 2023
- 4. FINANCIAL REPORTS
  A. FINANCIAL REPORT July, 2023
- 5. PUBLIC COMMENT (MAXIMUM OF 2 MINUTES PER SPEAKER)
- 6. OLD BUSINESS
  - A. Joint meeting discussion
- 7. NEW BUSINESS
- A. Michigan Class
- 8. COMMITTEE REPORTS
  - A. Capital Appropriations
  - B. Financial
  - C. Member Liaison
  - D. Personnel Review
- 9. FIRE CHIEF'S REPORT AND UPDATES
- 10. MEMBER COMMENTS
- 11. DATE FOR NEXT MEETING(S)

August 10, 2023 at 7:00 PM

12. ADJOURNMENT

# Lowell Area Fire & Emergency Services Authority Meeting Minutes

Thursday, June 8th, 2023 at 7:00pm. Look Memorial Fire Station.

#### 1) ROLL CALL:

Board Vice-Chair Wittenbach called the meeting to order at 7:05pm.

Members present: Carlton Blough, Tim Wittenbach, Mike DeVore, Dave Wikstrom, and Kate Dernocoeur.

Members absent: Jessica Marks.

Also present: Fire Chief Shannon Witherell.

#### 2) APPROVAL OF THE AGENDA:

IT WAS MOVED BY DEVORE and seconded by DERNOCOEUR to approve the agenda as presented. Yes-All. Motion carried.

#### 3) APPROVAL OF THE MINUTES:

A) IT WAS MOVED BY DEVORE and seconded by DERNOCOEUR to approve the minutes from the April 13<sup>th</sup> meeting as presented. Yes-All. Motion carried.

#### 4) FINANCIAL REPORTS:

-Financial Reports for May and June were presented and accepted.

#### 5) **PUBLIC COMMENT:**

-None. Public Comment was closed.

#### 7) OLD BUSINESS:

A) Joint Meeting Discussion: Organization for the joint meeting has continued. Chief Purchase has provided some ideas and questions have been sent to the attorney. The funding model will need to be discussed at a later date. No motion was necessary.

#### 8) NEW BUSINESS:

A) FY 2023 Budget Amendments: The amendments for the fiscal year end were presented to the board. IT WAS MOVED BY WITTENBACH and seconded by DEVORE to approve the June 6<sup>th</sup> budget amendments as presented. Yes-All. Motion carried.

#### 9) **COMMITTEE REPORTS:**

A) CAPITAL APPROPRIATIONS:

-None.

# B) FINANCIAL: -None.

#### 10) FIRE CHIEF REPORT AND UPDATES:

-Chief Witherell provided the Board with his report. Included were total responses for May. He also provided updates on the burn ban, community events, some fire-damaged gear. He also presented an opportunity to get \$10,000 per municipality in grant opportunities. He also updated the board on the completed sale of old Medic 9 or \$18,000.

#### 11) MEMBER COMMENTS:

-None.

#### 12) DATE FOR NEXT MEETING:

The next meeting is scheduled for July 13th, 2023 at 7pm.

#### 13) ADJOURNMENT:

IT WAS MOVED BY DEVORE and seconded by DERNOCOEUR to adjourn at 19:52pm. Yes-All. Meeting adjourned.

-Mike DeVore, Recording Secretary	-Jessica Marks, Authority Board Chair

#### Lowell Area Fire and Emergency Services Authority Statement of Net Position June 30, 2023

#### **ASSETS**

			Unrestricted
<b>Current Assets</b>		Φ.	44.050.05
	Cash	\$	44,860.06
	Due from Lowell Township		-
	Due from Vergennes Township		-
	Due from City of Lowell		-
	TOTAL Current Assets		44,860.06
Fixed Assets			
	Furniture and Equipment		-
	TOTAL ASSETS	\$	44,860.06
<b>Current Liabilities</b>		<u>LIABILIT</u>	TIES AND NET ASSETS
	Payroll Clearing		-
	Deferred Revenue		-
	Accounts Payable	\$	633.95
	Accrued Payroll		-
	Payroll liabilities		2,881.95
<b>Long-Term Liabilities</b>	TOTAL Current Liabilities		3,515.90
Net Assets	TOTAL Long-Term liabilities		<u>-</u>
	Beginning Net Assets		(13,801.27)
	Increase (Decrease) Net Assets		55,145.43
	TOTAL Net Assets		41,344.16
	TOTAL LIABILITIES AND NET ASSET	TS \$	44,860.06

#### Lowell Fire Authority Statement of Revenues, Expenditures, and Changes in Fund Balances For the One and Twelve Months Ended June 2023

Convent   Conv		Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
Content   Township   S	Revenues					
Vergennes Township		- \$	245.941.25	245,941.25 \$	_	100.00%
Cast of Recovery Program	·	=	· · · · · · · · · · · · · · · · · · ·		_	
Contail Recovery Program   -   4,023.50   4,100.00   76.50   98.13%	-	<del>-</del>			_	
Salar   Old Olf Road Vehicle		_	-		76.50	
Numers and Dividends	, ,	_	, <u>-</u>	, <u>-</u>	_	#DIV/0!
Nisc. Income   -   500,484.01   500,484.01   -   1.00     Total Revenues   S -   5   1.217,658.75   5   1.217,75.05   5   91.30   99.99%     Expenditures   SalariesPermanent   19.533.86   105,208.79   5   106,880.00   5   1,671.21   98.44%     SalariesPermanent   19.533.86   105,208.79   5   106,880.00   5   1,671.21   98.44%     SalariesPermanent   17.986.00   198,448.17   223,700.00   25,251.83   88.71%     Payroll Taxes   2,253.72   22,613.20   24,500.00   1,866.80   92.30%     Worker's Compensation   -     11,024.00   16,200.00   5,176.00   68.05%     Office Supplies   15.89   1,349.43   1,500.00   150.57   89.96%     Operating Supplies   741.87   51,235.05   60,000.00   8,764.95   85.39%     Fuel   1,486.07   13,847.41   1,4000.00   152.59   98.91%     Professional Services   -     562.00   3,000.00   2,438.00   18.73%     Accounting   600.00   8,560.00   9,000.00   440.00   95.11%     Auditing   -     5,050.00   5,050.00   -   100.00%     Biocare   -   9,843.98   10,660.00   816.02   92.35%     Kent County Fire Assessment   -   9,083.03   16,000.00   6,916.37   56,77%     Other Memberships   (175.00)   1,553.35   1,640.00   68.65   94.72%     Communications   15.33   8,554.62   14,000.00   5,445.38   61.10%     Travel Expenses   423.78   2,504.78   2,500.00   (4.78)   100.19%     Insurance   -   1,222.00   13,000.00   778.00   94.02%     Public Utilities   389.71   21,121.07   23,000.00   1,878.93   91.83%     Repair and MaintenanceBuildings   -     1,034.13   0,000.00   2,986.20   85.11%     Repair and Maintenance-Other   -   4,083.75   5,500.00   1,416.25   74.25%     Miscellaneous   -     5,500.00   1,416.25   74.25%     Public Education   -     5,500.00   1,416.25   74.25%     Fire & Rescue Vehicle Equipment   1,293.00   1,293.00   1,200.00   7,980.00   1,200.00     Fire & Rescue Vehicle Equipment   1,293.00   1,200.00   1,200.00   7,980.00     Fire & Rescue Vehicle Equipment   1,293.00   1,200.00   1,200.00   1,200.00   1,200.00   1,200.00     Fire & Rescue Vehicle Equipment   1,293.00   1,	Grants	-	60,346.00	60,346.00	_	100.00%
Total Revenues   -	Interest and Dividends	-	225.20	240.00	14.80	93.83%
Salaries-Permanent   19,533.86   105,208.79   \$ 106,880.00   \$ 1,671.21   98,44%   Salaries-Emporary   17,986.00   198,448.17   223,700.00   25,251.83   88,71%   Payroll Taxes   2,253.72   22,613.20   24,500.00   1,886.80   92,30%   Office Supplies   15.89   1,494.33   1,500.00   150.57   89.96%   Office Supplies   15.89   1,486.07   13,847.41   14,000.00   152.59   89.91%   Operating Supplies   741.87   51,235.05   60,000.00   8,764.95   83.39%   Operating Supplies   741.87   741.8	Misc. Income	-	500,484.01	500,484.01	-	1.00
Salaries-Permanent         19,533,86         105,208,79         \$ 106,880,00         \$ 1,671,21         98,448,71           Salaries-Temporary         17,986,00         198,448,17         223,700,00         25,251,83         88,71%           Payroll Taxes         2,253,72         22,613,20         24,500,00         1,886,80         92,30%           Worker's Compensation         -         11,024,00         16,200,00         5,176,00         68,05%           Office Supplies         15,89         1,349,43         1,500,00         150,57         89,96%           Operating Supplies         741,87         51,235,05         60,000,00         8,764,95         85,39%           Fuel         1,486,07         13,847,41         14,000,00         152,59         98,91%           Professional Services         1,283         -         562,00         3,000,00         2,438,00         18,73%           Legal         -         562,00         3,000,00         2,438,00         18,73%           Accounting         60,00         8,560,00         9,000,00         2,438,00         18,73%           Accounting         60,00         8,560,00         9,000,00         44,00         9,511%           Auditing         -         9,83	Total Revenues	\$ - \$	1,217,658.75	\$ 1,217,750.05 \$	91.30	99.99%
Salaries-Permanent         19,533,86         105,208,79         \$ 106,880,00         \$ 1,671,21         98,448,71           Salaries-Temporary         17,986,00         198,448,17         223,700,00         25,251,83         88,71%           Payroll Taxes         2,253,72         22,613,20         24,500,00         1,886,80         92,30%           Worker's Compensation         -         11,024,00         16,200,00         5,176,00         68,05%           Office Supplies         15,89         1,349,43         1,500,00         150,57         89,96%           Operating Supplies         741,87         51,235,05         60,000,00         8,764,95         85,39%           Fuel         1,486,07         13,847,41         14,000,00         152,59         98,91%           Professional Services         1,283         -         562,00         3,000,00         2,438,00         18,73%           Legal         -         562,00         3,000,00         2,438,00         18,73%           Accounting         60,00         8,560,00         9,000,00         2,438,00         18,73%           Accounting         60,00         8,560,00         9,000,00         44,00         9,511%           Auditing         -         9,83	Expenditures					
Salaries—Temporary         17,986.00         198,448.17         223,700.00         25,251.83         88.71%           Payroll Taxes         2,253.72         22,613.20         24,500.00         1,886.80         92.30%           Worker's Compensation         -         11,024.00         16,200.00         5,176.00         68.05%           Office Supplies         15.89         1,349.43         1,500.00         150.57         89.96%           Operating Supplies         1,486.07         13,847.41         14,000.00         8,764.95         85.39%           Fuel         1,486.07         13,847.41         14,000.00         152.59         98.91%           Professional Services         -         562.00         3,000.00         2,438.00         18.73%           Accounting         600.00         8,560.00         9,000.00         440.00         95.11%           Accounting         600.00         8,560.00         9,000.00         440.00         95.11%           Accounting Fire Assessment         -         9,843.98         10,660.00         816.02         22.35%           Kent County Fire Assessment         -         9,836.3         16,000.00         6,916.37         56.77%           Other Memberships         (175.00)	<del>-</del>	19.533.86	105.208.79	\$ 106.880.00 \$	1.671.21	98.44%
Payroll Taxes		,	•			
Worker's Compensation         -         11,024.00         16,200.00         5,176.00         86,5%           Office Supplies         15.89         1,349.43         1,500.00         150.57         89,96%           Operating Supplies         741.87         51,235.05         60,000.00         8,764.95         85,39%           Fuel         1,486.07         13,847.41         14,000.00         152.59         98,91%           Professional Services         -         562.00         3,000.00         2,438.00         18,73%           Accounting         600.00         8,560.00         9,000.00         440.00         951.1%           Auditing         -         5,050.00         5,050.00         -         100.00%           Biocare         -         9,843.98         10,660.00         816.02         92.35%           Kent County Fire Assessment         -         9,083.63         16,000.00         5,415.37         5,77%           Other Memberships         (175.00)         1,553.35         1,640.00         86.65         94.72%           Communications         15.33         8,554.62         14,000.00         5,445.38         61.10%           Travel Expenses         423.78         2,504.78         2,500.00		*	· · · · · · · · · · · · · · · · · · ·	,		
Office Supplies         15.89         1.34943         1.500.00         150.57         89.96%           Operating Supplies         741.87         51,235.05         60,000.00         8,764.95         85.39%           Fuel         1,486.07         13,847.41         14,000.00         152.59         98.91%           Professional Services         Legal         -         562.00         3,000.00         2,438.00         18.73%           Accounting         600.00         8,560.00         9,000.00         440.00         95.11%           Auditing         -         5,050.00         5,050.00         -         100.00%           Biocare         -         9,843.98         10,660.00         816.02         92.35%           Kent County Fire Assessment         -         9,883.98         10,660.00         6,916.37         56.77%           Other Memberships         (175.00)         1,553.35         1,640.00         5,445.38         61.00%           Communications         15,33         8,554.62         14,000.00         5,445.38         61.10%           Travel Expenses         423.78         2,504.78         2,500.00         4,78         100.1%           Insurance         -         12,222.00 <t< td=""><td></td><td></td><td></td><td>·</td><td></td><td>68.05%</td></t<>				·		68.05%
Operating Supplies         741.87         51,235.05         60,000.00         8,764.95         85.39%           Fuel         1,486.07         13,847.41         14,000.00         152.59         98.91%           Professional Services         Legal         -         562.00         3,000.00         2,438.00         18.73%           Accounting         600.00         8,560.00         9,000.00         440.00         95.11%           Auditing         -         9,843.98         10,660.00         816.02         92.35%           Kent County Fire Assessment         -         9,843.98         10,660.00         6,916.37         56.77%           Other Memberships         (175.00)         1,553.35         1,640.00         86.65         94.72%           Communications         15.33         8,554.62         14,000.00         5,445.38         61.10%           Insurance         -         12,222.00         13,000.00         778.00         94.02%           Public Utilities         389.71         21,121.07         23,000.00         1,878.93         91.83%           Repair and Maintenance-Buildings         -         10,354.13         10,000.00         35.13         82.50           Miscellaneous         -		15.89		-	,	
Fuel         1,486.07         13,847.41         14,000.00         152.59         98.91%           Professional Services         Legal         -         562.00         3,000.00         2,438.00         18.73%           Accounting         600.00         8,560.00         9,000.00         440.00         95.11%           Auditing         -         9,083.63         10,600.00         816.02         92.35%           Kent County Fire Assessment         -         9,083.63         16,000.00         6,916.37         56.77%           Other Memberships         (175.00)         1,553.35         1,640.00         86.65         94.72%           Communications         15,33         8,554.62         14,000.00         5,445.38         61.10%           Travel Expenses         423.78         2,504.78         2,500.00         (4.78)         100.19%           Insurance         -         12,222.00         13,000.00         778.00         94.02%           Public Utilities         389.71         12,121.07         23,000.00         1,878.93         91.83%           Repair and Maintenance-Buildings         -         10,354.13         10,000.00         (354.13)         103.54%           Repair and Maintenance-Other         -		741.87	-		8,764.95	
Professional Services   Legal		1,486.07	13,847.41			
Accounting Auditing         600.00         8,560.00         9,000.00         440.00         95.11% and the property of the	Professional Services	•		,		
Accounting Auditing         600.00         8,560.00         9,000.00         440.00         95.11% Auditing           Biocare         -         5,050.00         5,050.00         -         100.00% Biocare           Kent County Fire Assessment         -         9,843.98         10,660.00         816.02         92,35% Biocare           Other Memberships         (175.00)         1,553.35         1,640.00         86.65         94,72% Biocare           Communications         15.33         8,554.62         14,000.00         5,445.38         61.10% Biocare           Communications         15.33         8,554.62         14,000.00         5,445.38         61.10% Biocare           Travel Expenses         423.78         2,504.78         2,500.00         (4.78)         100.19% Biocare           Insurance         -         12,222.00         13,000.00         778.00         94.02% Biocare           Public Utilities         389.71         21,121.07         23,000.00         1,878.93         91.83           Repair and Maintenance—Buildings         -         10,354.13         10,000.00         (354.13)         103.54% Biocare           Repair and Maintenance—Other         -         4,083.75         5,500.00         1,416.25         74.25% Biocare	Legal	-	562.00	3,000.00	2,438.00	18.73%
Auditing	=	600.00	8,560.00	9,000.00	440.00	95.11%
Kent County Fire Assessment Other Memberships         -         9,083.63         16,000.00         6,916.37         56.77% of 56.77% of 56.77% of 57% o		-			_	100.00%
Other Memberships         (175.00)         1,553.35         1,640.00         86.65         94.72%           Communications         15.33         8,554.62         14,000.00         5,445.38         61.10%           Travel Expenses         423.78         2,504.78         2,500.00         (4.78)         100.19%           Insurance         -         12,222.00         13,000.00         778.00         94.02%           Public Utilities         389.71         21,121.07         23,000.00         1,878.93         91.83%           Repair and MaintenanceWehicles         -         10,354.13         10,000.00         354.13         103.54%           Repair and MaintenanceOther         -         23,013.80         26,000.00         2,986.20         88.51%           Repair and MaintenanceOther         -         4,083.75         5,500.00         1,416.25         74.25%           Miscellaneous         -         574.37         1,500.00         925.63         38.29%           Public Education         -         658.88         1,500.00         841.12         43.93%           Training         (40.00)         17,201.98         18,000.00         798.02         95.57%           Capital Expenses         11,293.00         591,8	Biocare	-	9,843.98	10,660.00	816.02	92.35%
Communications         15.33         8,554.62         14,000.00         5,445.38         61.10%           Travel Expenses         423.78         2,504.78         2,500.00         (4.78)         100.19%           Insurance         -         12,222.00         13,000.00         778.00         94.02%           Public Utilities         389.71         21,121.07         23,000.00         1,878.93         91.83%           Repair and MaintenanceBuildings         -         10,354.13         10,000.00         (354.13)         103.54%           Repair and MaintenanceVehicles         -         23,013.80         26,000.00         2,986.20         88.51%           Repair and MaintenanceOther         -         4,083.75         5,500.00         1,416.25         74.25%           Miscellaneous         -         574.37         1,500.00         925.63         38.29%           Public Education         -         658.88         1,500.00         841.12         43.93%           Training         (40.00)         17,201.98         18,000.00         798.02         95.57%           Capital Expenses         -         -         -         -         -         -         -         -         -         -         -	Kent County Fire Assessment	-	9,083.63	16,000.00	6,916.37	56.77%
Communications         15.33         8,554.62         14,000.00         5,445.38         61.10%           Travel Expenses         423.78         2,504.78         2,500.00         (4.78)         100.19%           Insurance         -         12,222.00         13,000.00         778.00         94.02%           Public Utilities         389.71         21,121.07         23,000.00         1,878.93         91.83%           Repair and MaintenanceBuildings         -         10,354.13         10,000.00         (354.13)         103.54%           Repair and MaintenanceVehicles         -         23,013.80         26,000.00         2,986.20         88.51%           Repair and MaintenanceOther         -         4,083.75         5,500.00         1,416.25         74.25%           Miscellaneous         -         574.37         1,500.00         925.63         38.29%           Public Education         -         658.88         1,500.00         841.12         43.93%           Training         (40.00)         17,201.98         18,000.00         798.02         95.57%           Capital Expenses         -         -         -         -         -         -         -         -         -         -         -	Other Memberships	(175.00)	1,553.35	1,640.00	86.65	94.72%
Insurance		15.33	8,554.62	14,000.00	5,445.38	61.10%
Public Utilities         389.71         21,121.07         23,000.00         1,878.93         91.83%           Repair and MaintenanceBuildings         -         10,354.13         10,000.00         (354.13)         103.54%           Repair and MaintenanceVehicles         -         23,013.80         26,000.00         2,986.20         88.51%           Repair and MaintenanceOther         -         4,083.75         5,500.00         1,416.25         74.25%           Miscellaneous         -         574.37         1,500.00         925.63         38.29%           Public Education         -         658.88         1,500.00         841.12         43.93%           Training         (40.00)         17,201.98         18,000.00         798.02         95.57%           Capital Expenses         - <td>Travel Expenses</td> <td>423.78</td> <td>2,504.78</td> <td>2,500.00</td> <td>(4.78)</td> <td>100.19%</td>	Travel Expenses	423.78	2,504.78	2,500.00	(4.78)	100.19%
Repair and MaintenanceBuildings       -       10,354.13       10,000.00       (354.13)       103.54%         Repair and MaintenanceVehicles       -       23,013.80       26,000.00       2,986.20       88.51%         Repair and MaintenanceOther       -       4,083.75       5,500.00       1,416.25       74.25%         Miscellaneous       -       574.37       1,500.00       925.63       38.29%         Public Education       -       658.88       1,500.00       841.12       43.93%         Training       (40.00)       17,201.98       18,000.00       798.02       95.57%         Capital Expenses       Suilding Upgrades       -       -       -       -       -         Fire & Rescue Vehicle Equipment       (1,874.00)       31,977.56       53,000.00       21,022.44       60.34%         Fire Vehicles       11,293.00       591,867.37       556,796.00       (35,071.37)       106.30%         Capital Expense - Other       -       -       -       -         TOTAL Expenditures       \$ 52,650.23       \$ 1,162,513.32       \$ 1,216,926.00       \$ 54,412.68       95.53%         INCREASE/DECREASE IN NET ASSETS       (52,650.23)       \$ 55,145.43       824.05       (54,321.38) <tr< td=""><td>Insurance</td><td>-</td><td>12,222.00</td><td>13,000.00</td><td>778.00</td><td>94.02%</td></tr<>	Insurance	-	12,222.00	13,000.00	778.00	94.02%
Repair and MaintenanceVehicles         -         23,013.80         26,000.00         2,986.20         88.51%           Repair and MaintenanceOther         -         4,083.75         5,500.00         1,416.25         74.25%           Miscellaneous         -         574.37         1,500.00         925.63         38.29%           Public Education         -         658.88         1,500.00         841.12         43.93%           Training         (40.00)         17,201.98         18,000.00         798.02         95.57%           Capital Expenses         - <td< td=""><td>Public Utilities</td><td>389.71</td><td>21,121.07</td><td>23,000.00</td><td>1,878.93</td><td>91.83%</td></td<>	Public Utilities	389.71	21,121.07	23,000.00	1,878.93	91.83%
Repair and MaintenanceOther       -       4,083.75       5,500.00       1,416.25       74.25%         Miscellaneous       -       574.37       1,500.00       925.63       38.29%         Public Education       -       658.88       1,500.00       841.12       43.93%         Training       (40.00)       17,201.98       18,000.00       798.02       95.57%         Capital Expenses       -       -       -       -       -         Fire & Rescue Vehicle Equipment       (1,874.00)       31,977.56       53,000.00       21,022.44       60.34%         Fire Vehicles       11,293.00       591,867.37       556,796.00       (35,071.37)       106.30%         Capital Expense - Other       -	Repair and MaintenanceBuildings	-	10,354.13	10,000.00	(354.13)	103.54%
Miscellaneous         -         574.37         1,500.00         925.63         38.29%           Public Education         -         658.88         1,500.00         841.12         43.93%           Training         (40.00)         17,201.98         18,000.00         798.02         95.57%           Capital Expenses         - <t< td=""><td>Repair and MaintenanceVehicles</td><td>-</td><td>23,013.80</td><td>26,000.00</td><td>2,986.20</td><td>88.51%</td></t<>	Repair and MaintenanceVehicles	-	23,013.80	26,000.00	2,986.20	88.51%
Public Education       -       658.88       1,500.00       841.12       43.93%         Training       (40.00)       17,201.98       18,000.00       798.02       95.57%         Capital Expenses       Building Upgrades       -	Repair and MaintenanceOther	-	4,083.75	5,500.00	1,416.25	74.25%
Training       (40.00)       17,201.98       18,000.00       798.02       95.57%         Capital Expenses       Building Upgrades       - <td>Miscellaneous</td> <td>-</td> <td>574.37</td> <td>1,500.00</td> <td>925.63</td> <td>38.29%</td>	Miscellaneous	-	574.37	1,500.00	925.63	38.29%
Capital Expenses         Building Upgrades       - <t< td=""><td>Public Education</td><td>-</td><td>658.88</td><td>1,500.00</td><td>841.12</td><td>43.93%</td></t<>	Public Education	-	658.88	1,500.00	841.12	43.93%
Building Upgrades       -	Training	(40.00)	17,201.98	18,000.00	798.02	95.57%
Fire & Rescue Vehicle Equipment (1,874.00) 31,977.56 53,000.00 21,022.44 60.34% Fire Vehicles 11,293.00 591,867.37 556,796.00 (35,071.37) 106.30% Capital Expense - Other	Capital Expenses					
Fire Vehicles       11,293.00       591,867.37       556,796.00       (35,071.37)       106.30%         Capital Expense - Other       - <td< td=""><td>Building Upgrades</td><td>-</td><td>-</td><td>-</td><td>-</td><td></td></td<>	Building Upgrades	-	-	-	-	
Capital Expense - Other         TOTAL Expenditures       \$ 52,650.23 \$ 1,162,513.32 \$ 1,216,926.00 \$ 54,412.68 \$ 95.53%         INCREASE/DECREASE IN NET ASSETS       (52,650.23)       55,145.43 824.05 (54,321.38)         Beginning Net Assets       \$ (13,801.27) \$ (13,801.27)	Fire & Rescue Vehicle Equipment	(1,874.00)	31,977.56	53,000.00	21,022.44	60.34%
TOTAL Expenditures \$ 52,650.23 \$ 1,162,513.32 \$ 1,216,926.00 \$ 54,412.68 95.53%  INCREASE/DECREASE IN NET ASSETS  Beginning Net Assets \$ (13,801.27) \$ (13,801.27)	Fire Vehicles	11,293.00	591,867.37	556,796.00	(35,071.37)	106.30%
INCREASE/DECREASE IN (52,650.23) 55,145.43 824.05 (54,321.38) NET ASSETS  Beginning Net Assets \$ (13,801.27) \$ (13,801.27)	Capital Expense - Other	-	-			
NET ASSETS         Beginning Net Assets       \$ (13,801.27)       \$ (13,801.27)	TOTAL Expenditures	\$ 52,650.23 \$	1,162,513.32 \$	5 1,216,926.00 \$	54,412.68	95.53%
		(52,650.23)	55,145.43	824.05	(54,321.38)	
	Beginning Net Assets	\$	(13,801.27)	\$ (13,801.27)		
	Ending Net Assets	\$	41,344.16			

	Date	Num	Name	Split	Debit	Credit	Balance
Ordinary Income/Expense				-			
Expense							
7 · Salaries-full time							
	06/02/2023 207			-SPLIT-	3,824.62		3,824.62
		% ER Contribution	MissionSquare	20000 · Accounts Payable	8,060.00		11,884.62
	06/16/2023 207			-SPLIT-	3,824.62		15,709.24
	06/30/2023 21	1		-SPLIT-	3,824.62		19,533.86
Total 7 · Salaries-full time					19,533.86	0.00	19,533.86
8 · Wages-Part Time	00/00/0000	_		- 0			
	06/02/2023 207			7 · Salaries-full time	95.00		95.00
	06/12/2023 208			-SPLIT- 7 · Salaries-full time	17,321.00		17,416.00
Total O. Wassa Dart Time	06/16/2023 207	/		7 · Salaries-ruil time	570.00 17,986.00	0.00	17,986.00
Total 8 · Wages-Part Time 9 · Payroll Taxes					17,986.00	0.00	17,986.00
9 · Payroll Taxes	06/02/2023 207	7		7 · Salaries-full time	299.86		299.86
	06/12/2023 208			8 · Wages-Part Time	1,325.10		1,624.96
	06/16/2023 203			7 · Salaries-full time	336.18		1,961.14
	06/30/2023 21			7 · Salaries-full time	292.58		2,253.72
Total 9 · Payroll Taxes	00/00/2020 21	•		7 Galaries rail arris	2,253.72	0.00	2,253.72
64900 · Office Supplies					2,200.72	0.00	2,200.72
оприменения оприменения	06/08/2023 242	2355710	Adobe	20000 · Accounts Payable	15.89		15.89
Total 64900 · Office Supplies				•	15.89	0.00	15.89
68000 · Operating Supplies							
	06/01/2023 578	89054	Amazon.com	20000 · Accounts Payable	42.96		42.96
	06/06/2023 853	3705	Nye Uniform	20000 · Accounts Payable	285.45		328.41
	06/08/2023 849	984180	Bound Tree	20000 · Accounts Payable	175.00		503.41
	06/13/2023 104		LAFD Store	20000 · Accounts Payable	308.46		811.87
	06/30/2023 213	3		2 · Checking Mercantile		70.00	741.87
Total 68000 · Operating Supplies					811.87	70.00	741.87
62300 · Fuel							
	06/15/2023 197		Fuel Management System - Pacific Pride		896.72		896.72
	06/30/2023 198	8421	Fuel Management System - Pacific Pride	20000 · Accounts Payable	589.35		1,486.07
Total 62300 · Fuel					1,486.07	0.00	1,486.07
67000 · Professional Services							
67006 · Other Memberships	06/30/2023 214	4		2 Chapking Margantila		175.00	-175.00
Total 67006 Other Membershine	06/30/2023 214	4		2 · Checking Mercantile	0.00	175.00	-175.00
Total 67006 · Other Memberships 67002 · Accounting					0.00	175.00	-175.00
07002 - Accounting	06/05/2023 EF	т	Billing EFT Payment	2 · Checking Mercantile	600.00		600.00
Total 67002 · Accounting	00/03/2023 LI		billing Li i i ayincin	2 · Officering Mercantile	600.00	0.00	600.00
Total 67000 · Professional Services					600.00	175.00	425.00
61600 · Communications					550.00	170.00	120.00
	06/14/2023		Active 911	20000 · Accounts Payable	15.33		15.33
Total 61600 · Communications				.,	15.33	0.00	15.33

68400 · Travel Expense						
	06/16/2023 9710642143	Cambria Hotel	20000 · Accounts Payable	423.78		423.78
Total 68400 · Travel Expense 68600 · Public Utilities				423.78	0.00	423.78
	06/09/2023 05.11.23-06.09.23	Consumers Energy	20000 · Accounts Payable	44.60		44.60
	06/11/2023 06192023	AT&T	20000 · Accounts Payable	236.36		280.96
	06/14/2023 3721	Lowell Light and Power	20000 · Accounts Payable	23.29		304.25
	06/14/2023 06.23.23-07.22.23	Comcast Business	20000 · Accounts Payable	45.22		349.47
	06/20/2023 KR0000109360	GFL Environmental	20000 · Accounts Payable	40.24		389.71
Total 68600 · Public Utilities				389.71	0.00	389.71
68300 · Training						
	06/30/2023 212		<ul><li>2 · Checking Mercantile</li></ul>		40.00	-40.00
Total 68300 · Training 69000 · Capital Expense				0.00	40.00	-40.00
69002 · Fire & Rescue Vehicle Ed	quipment					
	06/30/2023 213		<ul><li>2 · Checking Mercantile</li></ul>		1,874.00	-1,874.00
Total 69002 · Fire & Rescue Vehic 69003 · Fire Vehicles	le Equipment				1,874.00	-1,874.00
	06/01/2023 26850	1st In Emergency Products	20000 · Accounts Payable	10,613.00		10,613.00
	06/16/2023 325	Phoenix Design Studio	20000 · Accounts Payable	680.00		11,293.00
Total 69003 · Fire Vehicles				11,293.00	0.00	11,293.00
Total 69000 · Capital Expense				11,293.00	1,874.00	9,419.00
Total Expense				54,809.23	2,159.00	52,650.23
Net Ordinary Income				54,809.23	2,159.00	-52,650.23
Net Income				54,809.23	2,159.00	-52,650.23



#### What is Michigan CLASS?

Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) is a local government investment pool that emphasizes safety, liquidity, convenience, and competitive yield. Since 1991, Michigan CLASS has sought to provide Michigan public agencies with a safe and competitive investment alternative. Michigan CLASS invests only in instruments applicable to state of Michigan laws governing investment options for public agencies. Funds of the Participants are invested in prime or high-grade, short-term fixed income instruments selected with the goal of providing program safety, liquidity, and competitive rates of return as further defined by the Board's Investment Policy. Michigan CLASS is rated 'AAAm' by S&P Global Ratings. The 'AAAm' principal stability fund rating is the highest assigned to principal stability government investment pools.

#### Who oversees and manages Michigan CLASS?

Investments made on behalf of the Participants are subject to the overall direction of the Michigan CLASS Board of Trustees, which consists of up to thirteen Trustees elected by the Participants for staggered three-year terms. The Board of Trustees approves the program's investment parameters that must also fall within the investment stipulations mandated under Michigan statute for the investment of surplus funds of the Participants. The Board of Trustees has entered into an investment advisory agreement with Public Trust Advisors, LLC which is responsible to the Board for all program investment and administrative activities and services provided on behalf of the Participants.

#### How can you participate in Michigan CLASS?

Enrolling in Michigan CLASS is simple. After reading the Participation Agreement and Information Statement (available at www.michiganclass.org), follow these steps:

- Submit your entity's investment policy to the program administrator for review.
- 2 Adopt the Participation Agreement by Board resolution.
- 3 Complete the Michigan CLASS Trust Registration.
- Submit the above documents to Michigan CLASS Client Services.
- After we review and approve the above documents, you will receive confirmation that you have been accepted as a Michigan CLASS Participant.

#### MICHIGAN CLASS FEATURES

As a Michigan CLASS Participant, you have access to many convenient features:

- Same-day availability of funds (3:00 p.m. ET cut-off)
- Deposits by wire or ACH
- Secure online access for transactions and account statements
- Professionally managed since 1991
- Competitive daily yields
- Unlimited subaccounts
- No minimum balance requirements
- No transaction fees\*
- Audited annually by an independent auditing firm\*\*
- Direct deposit of state and federal payments
- Dedicated client service representatives available via phone, fax, or email on any business day

\*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no transaction fees charged from Michigan CLASS for such transactions. \*\*External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy.



## What are the objectives of Michigan CLASS?

#### Safety

is the safety of public funds. Our conservative accounts to track and parallel your own internal fund investment policy and emphasis on safety have helped accounting us earn S&P Global Ratings highest money market comprehensive monthly statements online or via rating: 'AAAm.' The custodian for all Michigan CLASS email that show all of your transaction activity, investment holdings is Fifth Third Bank.

#### Liquidity

When you invest with Michigan CLASS, you have access to your funds on any business day. You must notify Michigan CLASS of your funds transaction requests by 3 p.m. ET via the Internet, phone, or fax. By offering daily liquidity, we provide you with the flexibility you need to meet your daily cash needs.

#### Convenience

To make cash management simple and efficient. Michigan CLASS includes many features that make it easy to access account information and simplify record keeping. Participants may make account transactions on any business day using the Michigan CLASS phone number (855) 382-0496, fax number (855) 381-0496, email (clientservices@michiganclass.org), or via the Michigan CLASS Online Transaction Portal at www.michiganclass.org.

#### **Flexibility**

The primary investment objective of Michigan CLASS You may establish multiple Michigan CLASS structures. You interest postings, and rate summaries. These statements have been specifically designed to facilitate public-sector fund accounting and to establish a clear accounting and audit trail for your investment records.

#### **Competitive Returns**

The Michigan CLASS philosophy has always been to provide competitive returns while adhering to all objectives of safety and liquidity. Our portfolio managers are professionals with experience in public funds management. Michigan CLASS maintains a low management fee structure to help facilitate a competitive yield on the investment portfolio.

#### Legality

Michigan CLASS invests only in investments legally permitted under Michigan state law.

#### **Have Questions?**

Contact us or visit www.michiganclass.org for more information.



#### Kristin Angel Senior Director, Investment Services kristin.angel@michiganclass.org (517) 861-6515



Jeff Anderson Director, Investment Services jeff.anderson@michiganclass.org (517) 719-4503

Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. The information presented should not be used in making any investment decisions. This material is not a recommendation to buy, sell, implement, or change any securities or investment strategy, function, or process. Please review the Michigan CLASS Information Statement before investing. Michigan CLASS is not a bank. An investment in Michigan CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Michigan CLASS prime-style local government investment pool seeks to preserve the value of your investment at \$1.00 per share, it cannot guarantee it will do so. Past performance is not an indication of future performance. No assurance can be given that the performance objectives of a given strategy will be achieved. Any financial and/or investment decision may incur losses. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. Ratings are subject to change and do not remove credit risk. For more information on rating methodologies, visit www.spglobal.com.

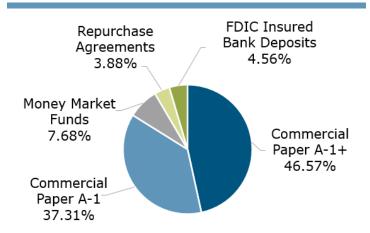


## Get to Know Michigan CLASS

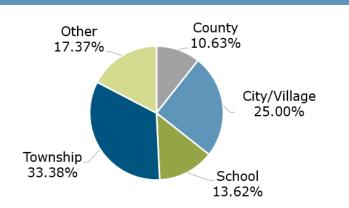
## Serving Over 665 Participants\*

Michigan CLASS is a local government investment pool that allows public agencies, such as yourself, to pool funds together to collectively earn interest on investments. Our goal is, and has always been, to provide competitive returns while adhering to all objectives of safety and liquidity. Michigan CLASS carries a 'AAAm' rating from S&P Global Ratings.

#### Portfolio Allocation\*



### Participant Breakdown by Entity Type\*



Michigan CLASS welcomes all public agencies without favor to one type. The Board membership represents the diversity of such agencies and works to maintain a product that services the needs of all Michigan public agencies. The Michigan CLASS portfolio investment strategy focuses on minimizing market risk and enhancing safety via diversified investments. Funds of the Participants are invested in prime or high grade, short-term fixed income instruments as illustrated to the left.

### Michigan CLASS Board of Trustees

Edward Sell Jr., CPA

Chairperson, Finance Director City of Monroe

Karen Coffman

Treasurer

Jackson County

Susan Daugherty, CPFA, CPFIM Treasurer

Green Oak Charter Township

Bruce Malinczak, CPFA Assistant Treasurer Canton Charter Township

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**Eric Sabree** Treasurer Wayne County

Scott Taylor, CPA, CTP Manager, Accounting & Finance Lansing Board of Water & Light

# **Contact us to get started!** Visit us at www.michiganclass.org

Source: Public Trust Advisors® \*Data as of March 31, 2023. Data unaudited. Charts may not equal 100% due to rounding. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Michigan CLASS is not a bank. An investment in Michigan CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Michigan CLASS prime-style local government investment pool seeks to preserve the value of your investment at \$1.00 per share, it cannot guarantee it will do so. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. Ratings are subject to change and do not remove credit risk. For more information on rating methodology, please visit www.spglobal.com. Please review the Michgan CLASS Information Statement before investing. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.



## Invest with Michigan CLASS!

Investing with Michigan CLASS could mean more for your local community.

Use the Michigan CLASS investment calculator to see just how much you could have earned.

_				
Δm	OUI	1 tr	nve	sted

\$1,000,000

Start Date

June 1, 2023

**End Date** 

Month

June 30, 2023

You would have earned

\$4,303.06

on your investment if you started on

June 1, 2023

Month-End Yield

Michigan CLASS Investment Income Earned					
As of Date	Time	\$100K	\$1M	\$10M	
Jun 1 - Jun 30	1 month	\$430	\$4,303	\$43,031	
Apr 1 - Jun 30	3 months	\$1,288	\$12,882	\$128,822	
Jan 1 - Jun 30	6 months	\$2,471	\$24,714	\$247,141	

Months listed are in the year 2023

# Michigan CLASS Daily Yields as of Month-End

Vear

MONTH	real	Month-End Yield
June	2023	5.2602%
May	2023	5.1912%
April	2023	5.0495%
March	2023	4.9975%
February	2023	4.7707%
January	2023	4.5828%
December	2022	4.4862%
November	2022	3.9769%
October	2022	3.2904%
September	2022	3.0091%
August	2022	2.3557%
July	2022	1.9245%

For more information on both historical yields and annualized performance, visit

www.michiganclass.org/rates

or scan the below QR code:



Source: Public Trust Advisors® Data unaudited. Values presented may not add up precisely to absolute figures due to rounding. Performance results for Michigan CLASS are shown net of all fees and expenses and reflect the reinvestment of interest and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Michigan CLASS is not a bank. An investment in Michigan CLASS is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the Michigan CLASS prime-style local government investment pool seeks to preserve the value of your investment at \$1.00 per share, it cannot guarantee it will do so. Please review the Michigan CLASS Information Statement before investing. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses. Please www.michiganclass.org/rates-disclaimer for more information.



Lowell Area Fire and Emergency Services Authority Lowell Area Fire Department 315 S. Hudson St. Lowell, MI 49331 616-897-7354

Tuesday, July 11, 2023

Fire Authority Board:

We responded to 99 total incidents for the month of June. We are at 554 call for service year to date, placing us 50 calls over the same time in 2022. June 2023 included a house fire in Vergennes TWP, and a house fire in Lowell Township.

We have lifted the burn ban for both township now that we have received rain.

We once again partnered with Ball's Ice Cream and Riding for Ryan and had a free bike flag give away event where we handed out free bike flags. We are looking to do one more event like this this summer.

Our day shift is taking part in the Cherry Creek summer school program, reading to kids one day a week.

We have submitted a grant with the Michigan Department of Treasury for \$30,000.00, \$16,000.00 of that is for reimbursement of purchases made and the other \$14,000.00 will be for new equipment.

We had several members work the triathlon at traffic points as well as provide EMS stand by. We have also been providing an EMS stand by for the summer concerts on the river walk.

We have recently been informed that Firefighter Dan Rybiski and Firefighter Mike Hoppenrath have been offered full-time firefighter positions at the Ford airport. We are pleased for both members to have this opportunity and they both have committed to staying with us on our paid on-call program. However, Mike leaving will leave a big opening in our day program as he has been working four days a week for the last year.

Please feel free to contact me at (616) 840-1422 with any questions or concerns.

Respectfully, Shannon Witherell

Fire Chief, Lowell Area Fire Dept.

Incident_Type	Count
321 EMS call, excluding vehicle accident with injury	55
444 Power line down	6
611 Dispatched & canceled en route	6
311 Medical assist, assist EMS crew	5
600 Good intent call, other	4
745 Alarm system activation, no fire - unintentional	3
561 Unauthorized burning	2
651 Smoke scare, odor of smoke	2
320 Emergency medical service incident, other	2
322 Motor vehicle accident with injuries	2
111 Building fire	2
118 Trash or rubbish fire, contained	1
131 Passenger vehicle fire	1
143 Grass fire	1
151 Outside rubbish, trash or waste fire	1
324 Motor vehicle accident with no injuries.	1
331 Lock-in (if lock out , use 511)	1
412 Gas leak (natural gas or LPG)	1
424 Carbon monoxide incident	1
550 Public service assistance, other	1
700 False alarm or false call, other	1

### Count



- 321 EMS call, excluding vehicle accident with injury
- 444 Power line down
- 611 Dispatched & canceled en route
- 311 Medical assist, assist EMS crew
- 600 Good intent call, other
- 745 Alarm system activation, no fire unintentional

	In	cidents by Zone	
	Filter: Incident.Da	ate Filters Year is equal to 2023	
Zone	Main Incident Type Code	Main Incident Type	Incident Number Count
Ada Township	6 Good	Intent Call	1
City of Lowell	1 Fire		1
City of Lowell	3 Rescu	ue & Emergency Medical Service Incident	30
City of Lowell	4 Hazardous Condition (No Fire)		
City of Lowell	5 Servi	ce Call	4
City of Lowell	6 Good Intent Call		3
City of Lowell	7 False Alarm & False Call		1
Lowell Township	3 Rescu	ue & Emergency Medical Service Incident	30
Lowell Township	4 Haza	rdous Condition (No Fire)	1
Lowell Township	6 Good	Intent Call	2
Lowell Township	7 False	Alarm & False Call	2
Vergennes Township	s Township 1 Fire		
Vergennes Township	3 Rescu	ue & Emergency Medical Service Incident	12

Zone	IncidentCount	ManHours
Ada Township		1 03:36:16
City of Lowell		34 63:17:01
Lowell Township		43 121:52:21
Saranac		1 01:07:34
Vergennes Township		20 95:39:24