

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



Wednesday, June 07, 2023

LOWELL AREA FIRE AND EMERGENCY
SERVICES AUTHORITY

MEETING NOTICE

Thursday June 8, 2023 7:00 PM

AT

LOWELL FIRE DEPARTMENT

315 S. HUDSON

LOWELL, MI 49331

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING AGENDA

Thursday June 8, 2023 at 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 April 13, 2023
4. FINANCIAL REPORTS
 - A. FINANCIAL REPORT May, 2023
 - B. FINANCIAL REPORT June, 2023
5. PUBLIC COMMENT (MAXIMUM OF 2 MINUTES PER SPEAKER)
6. OLD BUSINESS
 - A. Joint meeting discussion
7. NEW BUSINESS
 - A. FY 2023 Budget Amendment
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)
July 12th 2023 at 7:00 PM
12. ADJOURNMENT

Lowell Area Fire & Emergency Services Authority

Meeting Minutes

Thursday, April 13th, 2023 at 7:00pm.
Look Memorial Fire Station.

1) ROLL CALL:

Board Chair Marks called the meeting to order at 7:02pm.

Members present: Carlton Blough, Tim Wittenbach, Mike DeVore, Dave Wikstrom, and Jessica Marks.

Members absent: Kate Dernocoeur.

Also present: Fire Chief Shannon Witherell.

2) APPROVAL OF THE AGENDA:

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

3) APPROVAL OF THE MINUTES:

A) IT WAS MOVED BY BLOUGH and seconded by DEVORE to approve the minutes from the March 16th meeting as presented and the amended meeting minutes from February 23rd as amended. Yes-All. Motion carried.

4) FINANCIAL REPORTS:

-Financial Reports for March were presented and accepted.

5) PUBLIC COMMENT:

-None. Public Comment was closed.

7) OLD BUSINESS:

-None.

8) NEW BUSINESS:

A) Sale of 2010 Yukon (medic 9): Chief Witherell requested permission from the board to sell the 2010 Yukon as the new Tahoe units are in service. IT WAS MOVED BY WITTENBACH and seconded by DEVORE to allow the sale of old Medic 9. Yes-All. Motion carried.

B) Recommendation for Promotion of Probationary Firefighters Tomic, Shears and VanPutten: Chief Witherell recommended the board support the promotions of Chris Tomic, Ian Shears and Thomas VanPutten to the position of Firefighter. IT WAS MOVED BY DEVORE and seconded by BLOUGH to support Chief Witherell's recommendation. Yes-All. Motion carried. Board Chair Marks administered the Oath of Office.

C) Recommendation of promotion Firefighter James Weiler: Chief Witherell recommended the board support the promotion of Firefighter James Weiler to the position of Lieutenant. IT WAS MOVED BY DEVORE and seconded by WIKSTROM to support Chief Witherell's recommendation. Yes-All. Motion carried. Board Chair Marks administered the Oath of Office

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 March. He also provided updates on the pancake breakfast, Brenda's first Mystery Reader appearance, the upcoming Fire Commission meeting and conferences and trainings.

11) MEMBER COMMENTS:

-None.

12) DATE FOR NEXT MEETING:

The next meeting is scheduled for May 11th, 2023 at 7pm.

13) ADJOURNMENT:

IT WAS MOVED BY DEVORE and seconded by WIKSTROM to adjourn at 19:26pm.
Yes-All. Meeting adjourned.

-Mike DeVore, Recording Secretary

-Jessica Marks, Authority Board Chair

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

ASSETS

		Unrestricted
Current Assets		
	Cash	\$ 154,463.80
	Due from Lowell Township	-
	Due from Vergennes Township	-
	Due from City of Lowell	15,000.00
	TOTAL Current Assets	<u>169,463.80</u>
Fixed Assets		
	Furniture and Equipment	-
	TOTAL ASSETS	<u>\$ 169,463.80</u>

Current Liabilities

LIABILITIES AND NET ASSETS

	Payroll Clearing	-
	Deferred Revenue	-
	Accounts Payable	\$ 6,224.52
	Accrued Payroll	-
	Payroll liabilities	838.77
Long-Term Liabilities	TOTAL Current Liabilities	<u>7,063.29</u>
Net Assets	TOTAL Long-Term liabilities	<u>-</u>
	Beginning Net Assets	(13,801.27)
	Increase (Decrease) Net Assets	176,201.78
	TOTAL Net Assets	<u>162,400.51</u>
	TOTAL LIABILITIES AND NET ASSETS	<u>\$ 169,463.80</u>

	Type	Date	Num	Adj	Name	Memo	Clr	Split	Debit	Credit	Balance
Ordinary Income/Expense											
Income											
47900 - Member Dues											
Lowell Township	Invoice	04/01/2023	83		Lowell Township	4th Quarter services April - June 2023		11000 - Accounts Receivable	51,451.98		51,451.98
	Invoice	04/01/2023	87		Lowell Township	New Tahoe Units		11000 - Accounts Receivable	25,133.33		76,585.31
Total Lowell Township									0.00	76,585.31	76,585.31
Vergennes Township	Invoice	04/01/2023	84		Vergennes Township	4th Quarter Services April - June 2023		11000 - Accounts Receivable	32,954.03		32,954.03
	Invoice	04/01/2023	86		Vergennes Township	New Tahoe Units		11000 - Accounts Receivable	25,133.34		58,087.37
Total Vergennes Township									0.00	58,087.37	58,087.37
City of Lowell	Invoice	04/01/2023	88		City of Lowell	New Tahoe Units		11000 - Accounts Receivable	25,133.33		25,133.33
Total City of Lowell									0.00	25,133.33	25,133.33
Total 47900 - Member Dues									0.00	159,806.01	159,806.01
Grants	Deposit	04/04/2023				Deposit		2 - Checking Mercantile	10,000.00		10,000.00
Total Grants									0.00	10,000.00	10,000.00
Interest Income	Deposit	04/30/2023				Interest		2 - Checking Mercantile		48.04	48.04
Total Interest Income									0.00	48.04	48.04
Other Income	Deposit	04/27/2023				2011 Yukon Sold		2 - Checking Mercantile		18,000.00	18,000.00
Total Other Income									0.00	18,000.00	18,000.00
Total Income									0.00	187,854.05	187,854.05
Gross Profit									0.00	187,854.05	187,854.05
Expense											
7 - Salaries-full time	General Journal	04/07/2023	201			Period: 03/19/2023 to 04/01/2023		-SPLIT-	3,824.62		3,824.62
	General Journal	04/21/2023	203			Period: 04/02/2023 to 04/15/2023		-SPLIT-	3,824.61		7,649.23
Total 7 - Salaries-full time									7,649.23	0.00	7,649.23
8 - Wages-Part Time	General Journal	04/10/2023	202			Period: 03/01/2023 to 03/31/2023		-SPLIT-	14,224.00		14,224.00
	General Journal	04/21/2023	203			Period: 04/02/2023 to 04/15/2023		7 - Salaries-full time	437.00		14,661.00
Total 8 - Wages-Part Time									14,661.00	0.00	14,661.00
9 - Payroll Taxes	General Journal	04/07/2023	201			Period: 03/19/2023 to 04/01/2023		7 - Salaries-full time	292.59		292.59
	General Journal	04/10/2023	202			Period: 03/01/2023 to 03/31/2023		8 - Wages-Part Time	1,088.09		1,380.68
	General Journal	04/21/2023	203			Period: 04/02/2023 to 04/15/2023		7 - Salaries-full time	326.02		1,706.70
Total 9 - Payroll Taxes									1,706.70	0.00	1,706.70
64900 - Office Supplies	Bill	04/10/2023	242320137		Adobe			20000 - Accounts Payable	15.89		15.89
Total 64900 - Office Supplies									15.89	0.00	15.89
68000 - Operating Supplies	Bill	04/06/2023	011741		Macqueen Equipment			20000 - Accounts Payable	120.25		120.25
	Bill	04/10/2023	024117555		Galls			20000 - Accounts Payable	60.16		180.41
	Bill	04/11/2023	841875		Nye Uniform			20000 - Accounts Payable	84.50		264.91
	Bill	04/11/2023	849102		Nye Uniform			20000 - Accounts Payable	62.15		327.06
	Bill	04/11/2023	849024		Nye Uniform			20000 - Accounts Payable	122.00		449.06
	Bill	04/17/2023	849319		Nye Uniform			20000 - Accounts Payable	33.00		482.06
	Bill	04/17/2023	849320		Nye Uniform			20000 - Accounts Payable	49.00		531.06
	Bill	04/19/2023	013662		Macqueen Equipment			20000 - Accounts Payable	520.76		1,051.82
Total 68000 - Operating Supplies									1,051.82	0.00	1,051.82
62300 - Fuel	Bill	04/15/2023	191735		Fuel Management System - Pacific Pride			20000 - Accounts Payable	560.92		560.92
	Bill	04/30/2023	193058		Fuel Management System - Pacific Pride			20000 - Accounts Payable	679.79		1,240.71
Total 62300 - Fuel									1,240.71	0.00	1,240.71
67000 - Professional Services											
67006 - Other Memberships	Bill	04/01/2023	5865		Kent County Emergency Services Inc.			20000 - Accounts Payable	269.30		269.30
	Bill	04/18/2023	73876		Michigan Chamber Services, Inc.			20000 - Accounts Payable	48.50		317.80
Total 67006 - Other Memberships									317.80	0.00	317.80
67002 - Accounting	Check	04/04/2023	EFT		Billing EFT Payment			2 - Checking Mercantile	600.00		600.00
Total 67002 - Accounting									600.00	0.00	600.00
Total 67000 - Professional Services									917.80	0.00	917.80
61600 - Communications	Bill	04/14/2023	OA26C772-0002		BlackVue			20000 - Accounts Payable	129.99		129.99
Total 61600 - Communications									129.99	0.00	129.99
68400 - Travel Expense	Bill	04/10/2023	1781134301		Hyatt Place Detroit NOVI			20000 - Accounts Payable	289.08		289.08
	Bill	04/10/2023	5447268701		Hyatt Place Detroit NOVI			20000 - Accounts Payable	289.08		578.16
Total 68400 - Travel Expense									578.16	0.00	578.16

68600 - Public Utilities

Bill	04/10/2023	03.10.23 - 04.10.23	Consumers Energy	20000 - Accounts Payable	701.43	701.43	
Bill	04/11/2023	4192023	AT&T	20000 - Accounts Payable	236.36	937.79	
Bill	04/14/2023	04.23.23 - 05.22.23	Comcast Business	20000 - Accounts Payable	35.22	973.01	
Bill	04/15/2023	03.16.23 to 04.15.23	City of Lowell #2-02210-2 - Water Bill	20000 - Accounts Payable	266.04	1,239.05	
Bill	04/15/2023	03.16.23 to 04.15.23	City of Lowell #2-02215-1- Water Bill	20000 - Accounts Payable	191.19	1,430.24	
Bill	04/20/2023	KR0000092217	GFL Environmental	20000 - Accounts Payable	40.24	1,470.48	
Bill	04/28/2023	03.26.23 to 04.25.23	Lowell Light and Power	20000 - Accounts Payable	491.99	1,962.47	
					<u>1,962.47</u>	<u>0.00</u>	<u>1,962.47</u>

Total 68600 - Public Utilities

67200 - Repairs and Maintenance

67202 - R/M Vehicles

Bill	04/13/2023	37072	D&D Truck and Traylor Repair	20000 - Accounts Payable	252.72	252.72	
Bill	04/14/2023	152839	Betten Baker GMC	20000 - Accounts Payable	27.15	279.87	
Bill	04/18/2023	37099	D&D Truck and Traylor Repair	20000 - Accounts Payable	100.00	379.87	
Bill	04/19/2023	37108	D&D Truck and Traylor Repair	20000 - Accounts Payable	100.00	479.87	
Bill	04/24/2023	37128	D&D Truck and Traylor Repair	20000 - Accounts Payable	330.41	810.28	
Bill	04/25/2023	37133	D&D Truck and Traylor Repair	20000 - Accounts Payable	699.89	1,510.17	
					<u>1,510.17</u>	<u>0.00</u>	<u>1,510.17</u>

Total 67202 - R/M Vehicles

67203 - R&M Other

Bill	04/28/2023	001974	Macqueen Equipment	20000 - Accounts Payable	615.00	615.00	
					<u>615.00</u>	<u>0.00</u>	<u>615.00</u>
					<u>2,125.17</u>	<u>0.00</u>	<u>2,125.17</u>

Total 67203 - R&M Other

Total 67200 - Repairs and Maintenance

64800 - Miscellaneous

Check	04/16/2023		Service Charge	2 - Checking Mercantile	6.00	6.00	
					<u>6.00</u>	<u>0.00</u>	<u>6.00</u>

Total 64800 - Miscellaneous

69000 - Capital Expense

69003 - Fire Vehicles

Bill	04/27/2023	300	Phoenix Design Studio	20000 - Accounts Payable	170.00	170.00	
					<u>170.00</u>	<u>0.00</u>	<u>170.00</u>

Total 69003 - Fire Vehicles

Total 69000 - Capital Expense

Total Expense

Net Ordinary Income

Net Income

<u>32,214.94</u>	<u>0.00</u>	<u>32,214.94</u>
<u>32,214.94</u>	<u>187,854.05</u>	<u>155,639.11</u>
<u>32,214.94</u>	<u>187,854.05</u>	<u>155,639.11</u>

Lowell Fire Authority
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the One and Ten Months Ended April 2023

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
Revenues					
Lowell Township	76,585.31	245,941.25	205,807.90	\$ (40,133.35)	119.50%
Vergennes Township	58,087.37	196,849.46	165,016.11	(31,833.35)	119.29%
City of Lowell	25,133.33	209,789.33	169,655.99	(40,133.34)	123.66%
Cost of Recovery Program	-	4,023.50	-	(4,023.50)	#DIV/0!
Sale of Old Off Road Vehicle	-	-	-	-	#DIV/0!
Grants	10,000.00	60,346.00	-	(60,346.00)	#DIV/0!
Interest and Dividends	48.04	159.80	-	(159.80)	#DIV/0!
Misc. Income	18,000.00	500,484.01	-	(500,484.01)	#DIV/0!
Total Revenues	\$ 187,854.05	\$ 1,217,593.35	\$ 540,480.00	\$ (677,113.35)	225.28%
Expenditures					
Salaries--Permanent	7,649.24	78,025.69	\$ 106,880.00	\$ 28,854.31	73.00%
Salaries--Temporary	14,661.00	161,782.67	185,700.00	23,917.33	87.12%
Payroll Taxes	1,706.70	18,345.34	24,000.00	5,654.66	76.44%
Worker's Compensation	-	8,833.00	16,200.00	7,367.00	54.52%
Office Supplies	15.89	1,304.19	1,000.00	(304.19)	130.42%
Operating Supplies	1,051.82	38,377.30	35,000.00	(3,377.30)	109.65%
Fuel	1,240.71	11,456.59	8,000.00	(3,456.59)	143.21%
Professional Services					
Legal	-	562.00	3,000.00	2,438.00	18.73%
Accounting	600.00	7,360.00	7,000.00	(360.00)	105.14%
Auditing	-	5,050.00	5,000.00	(50.00)	101.00%
Biocare	-	9,843.98	9,660.00	(183.98)	101.90%
Kent County Fire Assessment	-	17,337.03	16,000.00	(1,337.03)	108.36%
Other Memberships	317.80	1,513.35	1,640.00	126.65	92.28%
Communications	129.99	7,384.32	14,000.00	6,615.68	52.75%
Travel Expenses	578.16	1,905.18	2,500.00	594.82	76.21%
Insurance	-	12,222.00	11,500.00	(722.00)	106.28%
Public Utilities	1,962.47	19,371.08	15,000.00	(4,371.08)	129.14%
Repair and Maintenance--Buildings	-	9,269.13	8,900.00	(369.13)	104.15%
Repair and Maintenance--Vehicles	1,510.17	19,567.84	12,000.00	(7,567.84)	163.07%
Repair and Maintenance--Other	615.00	4,083.75	5,500.00	1,416.25	74.25%
Miscellaneous	6.00	568.37	1,500.00	931.63	37.89%
Public Education	-	658.88	1,500.00	841.12	43.93%
Training	-	16,360.39	16,000.00	(360.39)	102.25%
Capital Expenses					
Building Upgrades	-	-	-	-	
Fire & Rescue Vehicle Equipment	-	33,413.49	33,000.00	(413.49)	101.25%
Fire Vehicles	170.00	556,796.00	-	(556,796.00)	#DIV/0!
Capital Expense - Other	-	-	-	-	
TOTAL Expenditures	\$ 32,214.95	\$ 1,041,391.57	\$ 540,480.00	\$ (500,911.57)	192.68%
INCREASE/DECREASE IN NET ASSETS	155,639.10	176,201.78	-	(176,201.78)	
Beginning Net Assets	\$	(13,801.27)	\$	(13,801.27)	
Ending Net Assets	\$	162,400.51	\$	(13,801.27)	

Lowell Area Fire and Emergency Services Authority
Statement of Net Position
May 31, 2023

		<u>ASSETS</u>
		Unrestricted
Current Assets	Cash	\$ 121,271.08
	Due from Lowell Township	-
	Due from Vergennes Township	-
	Due from City of Lowell	-
	TOTAL Current Assets	121,271.08
Fixed Assets	Furniture and Equipment	-
	TOTAL ASSETS	\$ 121,271.08
Current Liabilities		<u>LIABILITIES AND NET ASSETS</u>
	Payroll Clearing	(3,217.64)
	Deferred Revenue	-
	Accounts Payable	\$ 153.98
	Accrued Payroll	-
	Payroll liabilities	1,813.51
Long-Term Liabilities	TOTAL Current Liabilities	(1,250.15)
Net Assets	TOTAL Long-Term liabilities	-
	Beginning Net Assets	(13,801.27)
	Increase (Decrease) Net Assets	136,322.50
	TOTAL Net Assets	122,521.23
	TOTAL LIABILITIES AND NET ASSETS	\$ 121,271.08

Lowell Fire Authority
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the One and Eleven Months Ended May 2023

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
Revenues					
Lowell Township	- \$	245,941.25	205,807.90 \$	(40,133.35)	119.50%
Vergennes Township	-	196,849.46	165,016.11	(31,833.35)	119.29%
City of Lowell	-	209,789.33	169,655.99	(40,133.34)	123.66%
Cost of Recovery Program	-	4,023.50	-	(4,023.50)	#DIV/0!
Sale of Old Off Road Vehicle	-	-	-	-	#DIV/0!
Grants	-	60,346.00	-	(60,346.00)	#DIV/0!
Interest and Dividends	65.40	225.20	-	(225.20)	#DIV/0!
Misc. Income	-	500,484.01	-	(500,484.01)	#DIV/0!
Total Revenues	\$ 65.40	\$ 1,217,658.75	\$ 540,480.00	\$ (677,178.75)	225.29%
Expenditures					
Salaries--Permanent	7,649.24	85,674.93	\$ 106,880.00 \$	21,205.07	80.16%
Salaries--Temporary	18,679.50	180,462.17	185,700.00	5,237.83	97.18%
Payroll Taxes	2,014.14	20,359.48	24,000.00	3,640.52	84.83%
Worker's Compensation	2,191.00	11,024.00	16,200.00	5,176.00	68.05%
Office Supplies	13.46	1,317.65	1,000.00	(317.65)	131.77%
Operating Supplies	8,038.65	49,324.29	35,000.00	(14,324.29)	140.93%
Fuel	386.83	11,841.67	8,000.00	(3,841.67)	148.02%
Professional Services					
Legal	-	562.00	3,000.00	2,438.00	18.73%
Accounting	600.00	7,960.00	7,000.00	(960.00)	113.71%
Auditing	-	5,050.00	5,000.00	(50.00)	101.00%
Biocare	-	9,843.98	9,660.00	(183.98)	101.90%
Kent County Fire Assessment	(8,253.40)	9,083.63	16,000.00	6,916.37	56.77%
Other Memberships	-	1,513.35	1,640.00	126.65	92.28%
Communications	522.47	7,906.79	14,000.00	6,093.21	56.48%
Travel Expenses	-	1,905.18	2,500.00	594.82	76.21%
Insurance	-	12,222.00	11,500.00	(722.00)	106.28%
Public Utilities	276.60	19,832.88	15,000.00	(4,832.88)	132.22%
Repair and Maintenance--Buildings	-	9,269.13	8,900.00	(369.13)	104.15%
Repair and Maintenance--Vehicles	1,674.78	22,976.58	12,000.00	(10,976.58)	191.47%
Repair and Maintenance--Other	-	4,083.75	5,500.00	1,416.25	74.25%
Miscellaneous	6.00	574.37	1,500.00	925.63	38.29%
Public Education	-	658.88	1,500.00	841.12	43.93%
Training	881.59	17,241.98	16,000.00	(1,241.98)	107.76%
Capital Expenses					
Building Upgrades	-	-	-	-	
Fire & Rescue Vehicle Equipment	-	33,851.56	33,000.00	(851.56)	102.58%
Fire Vehicles	-	556,796.00		(556,796.00)	#DIV/0!

Lowell Fire Authority
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the One and Eleven Months Ended May 2023

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
Capital Expense - Other	-	-			
TOTAL Expenditures	\$ 34,680.86	\$ 1,081,336.25	\$ 540,480.00	\$ (540,856.25)	200.07%
INCREASE/DECREASE IN NET ASSETS	(34,615.46)	136,322.50	-	(136,322.50)	
Beginning Net Assets		\$ (13,801.27)	\$ (13,801.27)		
Ending Net Assets		\$ 122,521.23	\$ (13,801.27)		

	Date	Name	Split	Debit	Credit	Balance
Ordinary Income/Expense						
Income						
Interest Income						
	05/31/2023		2 · Checking Mercantile		65.40	65.40
Total Interest Income				0.00	65.40	65.40
Total Income				0.00	65.40	65.40
Gross Profit				0.00	65.40	65.40
Expense						
7 · Salaries-full time						
	05/05/2023		-SPLIT-	3,824.62		3,824.62
	05/19/2023		-SPLIT-	3,824.62		7,649.24
Total 7 · Salaries-full time				7,649.24	0.00	7,649.24
8 · Wages-Part Time						
	05/10/2023		-SPLIT-	18,242.50		18,242.50
	05/19/2023		7 · Salaries-full time	437.00		18,679.50
Total 8 · Wages-Part Time				18,679.50	0.00	18,679.50
9 · Payroll Taxes						
	05/05/2023		7 · Salaries-full time	292.58		292.58
	05/10/2023		8 · Wages-Part Time	1,395.56		1,688.14
	05/19/2023		7 · Salaries-full time	326.00		2,014.14
Total 9 · Payroll Taxes				2,014.14	0.00	2,014.14
64200 · Workers Compensation Insurance						
	05/22/2023	Michigan Municipal League	20000 · Accounts Payable	2,191.00		2,191.00
Total 64200 · Workers Compensation Insurance				2,191.00	0.00	2,191.00
64900 · Office Supplies						
	05/11/2023	The UPS Store	2 · Checking Mercantile	13.46		13.46
Total 64900 · Office Supplies				13.46	0.00	13.46
68000 · Operating Supplies						
	05/08/2023	Allied Fire Sales & Service LLC	20000 · Accounts Payable	8,038.65		8,038.65
Total 68000 · Operating Supplies				8,038.65	0.00	8,038.65
62300 · Fuel						
	05/15/2023	Fuel Management System - Pacific Pride	20000 · Accounts Payable	386.83		386.83
Total 62300 · Fuel				386.83	0.00	386.83
67000 · Professional Services						
67002 · Accounting						
	05/03/2023	Billing EFT Payment	2 · Checking Mercantile	600.00		600.00
Total 67002 · Accounting				600.00	0.00	600.00
67005 · Kent County Fire Assessment						
	05/02/2023		2 · Checking Mercantile		8,253.40	-8,253.40
Total 67005 · Kent County Fire Assessment				0.00	8,253.40	-8,253.40
Total 67000 · Professional Services				600.00	8,253.40	-7,653.40

61600 · Communications

05/02/2023	Kore/Hi Com, Inc.	20000 · Accounts Payable	84.00		84.00
05/08/2023	City of Lowell - Point Broadband	20000 · Accounts Payable	88.47		172.47
05/08/2023	Kore/Hi Com, Inc.	20000 · Accounts Payable	350.00		522.47
			<u>522.47</u>	0.00	<u>522.47</u>

Total 61600 · Communications

68600 · Public Utilities

05/11/2023	AT&T	20000 · Accounts Payable	236.36		236.36
05/19/2023	GFL Environmental	20000 · Accounts Payable	40.24		276.60
			<u>276.60</u>	0.00	<u>276.60</u>

Total 68600 · Public Utilities

67200 · Repairs and Maintenance**67202 · R/M Vehicles**

05/02/2023	D&D Truck and Trailor Repair	20000 · Accounts Payable	799.81		799.81
05/03/2023	D&D Truck and Trailor Repair	20000 · Accounts Payable	874.97		1,674.78
			<u>1,674.78</u>	0.00	<u>1,674.78</u>
			<u>1,674.78</u>	0.00	<u>1,674.78</u>

Total 67202 · R/M Vehicles

Total 67200 · Repairs and Maintenance

64800 · Miscellaneous

05/16/2023		2 · Checking Mercantile	6.00		6.00
			<u>6.00</u>	0.00	<u>6.00</u>

Total 64800 · Miscellaneous

68300 · Training

05/02/2023	Michigan State Firemen's Association	20000 · Accounts Payable	481.59		481.59
05/13/2023	West Michigan CPR	20000 · Accounts Payable	400.00		881.59
			<u>881.59</u>	0.00	<u>881.59</u>

Total 68300 · Training

Total Expense

Net Ordinary Income

Net Income

			<u>42,934.26</u>	<u>8,253.40</u>	<u>34,680.86</u>
			<u>42,934.26</u>	<u>8,318.80</u>	<u>-34,615.46</u>
			<u>42,934.26</u>	<u>8,318.80</u>	<u>-34,615.46</u>

**Lowell Fire Authority
Budget Amendment
June 6, 2023**

	Budget FY 2023	General Fund 5/31/2023	Changes to FY 2023 budget	Amended Budget 6/6.2023
Revenues		11 months results		
Lowell Township	205,807.90	\$ 245,941.25	40,133.35	\$ 245,941.25
Vergennes Township	165,016.11	196,849.46	31,833.35	196,849.46
City of Lowell	169,655.99	209,789.33	40,133.34	209,789.33
Cost of Recovery Program	-	4,023.50	4,100.00	4,100.00
Grants	-	60,346.00	60,346.00	60,346.00
Misc. Income	-	500,484.01	500,484.01	500,484.01
Interest	-	225.20	240.00	240.00
Total Revenues	\$ 540,480.00	\$ 1,217,658.75	\$ 677,270.05	\$ 1,217,750.05
Expenditures				
Salaries--Permanent	106,880.00	85,674.93	\$ -	\$ 106,880.00
Salaries--Temporary	185,700.00	180,462.17	38,000.00	223,700.00
Payroll Taxes	24,000.00	20,359.48	500.00	24,500.00
Worker's Compensation	16,200.00	11,024.00	-	16,200.00
Office Supplies	1,000.00	1,317.65	500.00	1,500.00
Operating Supplies	35,000.00	49,324.29	25,000.00	60,000.00
Fuel	8,000.00	11,841.67	6,000.00	14,000.00
Professional Services				
Legal	3,000.00	562.00	-	3,000.00
Accounting	7,000.00	7,960.00	2,000.00	9,000.00
Auditing	5,000.00	5,050.00	50.00	5,050.00
Biocare	9,660.00	9,843.98	1,000.00	10,660.00
Kent County Fire Assessment	16,000.00	9,083.63	-	16,000.00
Other memberships	1,640.00	1,513.35	-	1,640.00
Communications	14,000.00	7,906.79	-	14,000.00
Travel Expenses	2,500.00	1,905.18	-	2,500.00
Insurance	11,500.00	12,222.00	1,500.00	13,000.00
Public Utilities	15,000.00	19,832.88	8,000.00	23,000.00
Repair and Maintenance--Buildings	8,900.00	9,269.13	1,100.00	10,000.00
Repair and Maintenance--Vehicles	12,000.00	22,976.58	14,000.00	26,000.00
Repair and Maintenance--Other	5,500.00	4,083.75	-	5,500.00
Miscellaneous	1,500.00	574.37	-	1,500.00
Public Education	1,500.00	658.88	-	1,500.00
Training	16,000.00	17,241.98	2,000.00	18,000.00
Capital Expenses				
Building Upgrades	-	-	-	-
Fire & Rescue Vehicle Equipment	33,000.00	33,851.56	20,000.00	53,000.00
Fire Vehicles	-	556,796.00	556,796.00	556,796.00
TOTAL Expenditures	\$ 540,480.00	\$ 1,081,336.25	\$ 676,446.00	\$ 1,216,926.00
INCREASE/DECREASE IN NET ASSETS	-	136,322.50	824.05	824.05



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

Wednesday, June 07, 2023

Fire Authority Board:

We responded to 92 total incidents for the month of May. We are at 464 call for service year to date, placing us 55 calls over the same time in 2022. May 2023 included a house fire in Vergennes TWP, a fire in a condo in the city and two large woods/ grass fires.

We have issued a burn ban for both townships due to dry weather.

We had two teams take part for the neighbors unite walk to raise funds for firefighters dealing with cancer.

The Honor Guard had the opportunity to present the colors at the Lowell Memorial Day parade as well as at the Hero lacrosse game at the high school.

We had some gear that was damaged in a fire and will need to be sent off for inspection.

We had the first grade walking tour from Murray Lake Elementary come through the station for a tour and fire safety talk. There 4 different classes that walked through for a total of about 80 first graders.

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

Respectfully, Shannon Witherell

Fire Chief, Lowell Area Fire Dept.



Lowell Area Fire Department

315 S. Hudson, Lowell, MI 49331

Phone: 616-897-7354

Breakdown by Incident Type

Report Period: 05/01/23 - 05/31/23 23:59:59

Incident Type	Incidents	Exposures
321 EMS call, excluding vehicle accident with injury	56	0
322 Motor vehicle accident with injuries	7	0
311 Medical assist, assist EMS crew	5	0
611 Dispatched & canceled en route	3	0
111 Building fire	2	0
141 Forest, woods or wildland fire	2	0
300 Rescue, EMS incident, other	1	0
320 Emergency medical service incident, other	1	0
651 Smoke scare, odor of smoke	1	0
652 Steam, vapor, fog or dust thought to be smoke	1	0
700 False alarm or false call, other	1	0
740 Unintentional transmission of alarm, other	1	0
745 Alarm system activation, no fire - unintentional	1	0
324 Motor vehicle accident with no injuries.	1	0
412 Gas leak (natural gas or LPG)	1	0
444 Power line down	1	0
461 Building or structure weakened or collapsed	1	0
511 Lock-out	1	0
550 Public service assistance, other	1	0
551 Assist police or other governmental agency	1	0
561 Unauthorized burning	1	0
600 Good intent call, other	1	0
000 None	1	0

Incident Type	Incidents	Exposures
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	Incidents	Exposures
Total	92	0

Incidents by Zone			
Filter: Incident.Date 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	Rescue & Emergency Medical Service Incident	30
City of Lowell	4	Hazardous Condition (No Fire)	2
City of Lowell	5	Service Call	4
City of Lowell	6	Good Intent Call	3
City of Lowell	7	False Alarm & False Call	1
Lowell Township	3	Rescue & Emergency Medical Service Incident	30
Lowell Township	4	Hazardous Condition (No Fire)	1
Lowell Township	6	Good Intent Call	2
Lowell Township	7	False Alarm & False Call	2
Vergennes Township	1	Fire	3
Vergennes Township	3	Rescue & Emergency Medical Service Incident	11

Zone	IncidentCount	ManHours
Ada Township	1	00:55:11
City of Lowell	41	76:58:09
Lowell Township	35	62:09:13
Vergennes Township	15	145:43:02

Calls By Zone 5/31

