

BRIGHTON AREA FIRE AUTHORITY

November 9, 2023

Regular Board Meeting

A regular meeting of the Brighton Area Fire Authority Board was held on Thursday, November 9, 2023 at Station 31 located at 615 W. Grand River, Brighton, Michigan. This regular meeting was called to order by Chairperson Jim Muzzin, at 8:00 a.m.

PRESENT:           BILL ROGERS  
                      TERRY CROFT  
                      PATRICK MICHEL  
                      JOE RIKER  
                      JIM MUZZIN  
                      SHAWN PIPOLY  
                      MIKE CORRIGAN

ABSENT:           NONE

ALSO PRESENT:   CHIEF O'BRIAN

Pledge of Allegiance

Call to the Public

Susan Bakhaus, City of Brighton resident asked how the Authority was able to be in such good shape with regards to funding the retirement liability while many municipalities are not fully funded.

Approval of Consent Agenda

23:058           Motion by Patrick Michel supported by Mike Corrigan  
                      That we approve the Consent Agenda as presented.

Motion carried unanimously

Approval of Regular Agenda

23:059        Motion by Patrick Michel supported by Bill Rogers  
That we move item 5d Audit Presentation to 5a and approve the Regular Agenda  
as amended.

Motion carried unanimously

Request to Approve Board Meeting Dates for 2024 Including Organizational Meeting

Staff is recommending that the board meet on the second Thursday of each month at 8 am. Per our articles, we are also recommending that the organizational meeting be held on the second Thursday in January along with our regularly scheduled meeting.

23:060        Motion by Patrick Michel supported by Mike Corrigan  
That we approve the 2024 Board Meeting schedule

Request to Purchase Replacement Staff Vehicle

The Fire Authority routinely replaces staff vehicles. Last budget year we had replaced the two fire inspector vehicles and the vehicles they replaced would be rotated in our fleet and two vehicles removed.

Due to some serious mechanical issues, these vehicles needed to be replaced. Staff is recommending the replacement of the Fire Marshal's vehicle and his vehicle will be utilized at Station 34 with staff and the Howell High School Fire Academy instructor.

The vehicle is a Ford F-150 X3L, with additional options which include tow and off-road package. The price with Signature Ford as part of the Macomb County bid is \$52,156.

23:061        Motion by Patrick Michel supported by Mike Corrigan  
That we approve the purchase of a replacement staff vehicle from Signature Ford for  
\$52,156.

AYES:        Jim Muzzin, Shawn Pipoly, Bill Rogers, Terry Croft, Patrick Michel, Joe  
Riker, Mike Corrigan

NAYS:        None

ABSENT:     None

ABSTAIN:    None

Motion carried unanimously

### Posting of Citizen at Large

The Authority will be posting for the Citizen at Large position which is currently held by Mr. Mike Corrigan, whose 2-year term expires on December 31, 2023. The Authority will be taking letters of interest to serve the Fire Authority as the Citizen at Large from January 1, 2024 – December 31, 2025.

Letters of interest should be addressed to and emailed to Fire Chief Michael O'Brian at [mobrian@brightonareafire.com](mailto:mobrian@brightonareafire.com) and must be received by the Fire Chief by Wednesday, December 6<sup>th</sup> at 5:00 pm.

### Audit Presentation for FYE June 30, 2023

Ken Palka and Charlie Hainstock of Pfeffer, Hanniford & Palka, C.P.A. presented the DRAFT summary letter and the audit, and went through it in detail and stated that the Authority was in great fiscal shape.

23:062            Motion by Patrick Michel supported by Mike Corrigan  
That we accept and file the Audit Report presented by Ken and Charlie of Pfeffer,  
Hanniford & Palka, Certified Public Accountants.

### Good of the Order

Chief addressed Susan Bakhaus' question regarding the funding of our pension liability. Chief stated that the Authority only has two people on the defined benefit plan, the rest of our employees participate in a defined contribution plan and the Authority sets aside money for the pension liability based on the actuarial study.

Last Friday with had an issue with direct deposits going into our employee's accounts. Apparently, several big banks wrestled with direct deposit delays stemming from an industry-wide processing issue. The Federal Reserve reported a problem with the Electronic Payments Network, a private sector operator for Automated Clearing House, or ACH, a network that processes transactions. Staff worked with our payroll processing company to get the funds transferred to our employee's accounts and everyone was paid.

Chairman Muzzin stated that a good time was had by all who attended the Halloween party this year. He did mention that attendance seemed to be down from previous years, probably due to the fact that there are so many Trunk or Treat events around town. Never the less we still had 500 to 600 people in attendance and we continued the annual tradition.

Adjournment

23:063 Motion by Mike Corrigan supported by Patrick Michel that we adjourn this meeting.

Motion carried unanimously.

This meeting was adjourned at 8:32 am.

  
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Jim Muzzin, Chairperson