

# Quincy Fire Association

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January 16<sup>th</sup>, 2025, 5:30 p.m.

## Regular Meeting

- Call To Order
- Additions/ Approval of Agenda
- Minutes from – Meeting of October 10<sup>th</sup> , 2024
- Finance Report
- Public Comment
- Committee Reports
  - A. Personal Committee
  - B. Finance Committee
  - C. Building Committee
- Fire Chief's Report
- Old Business – By-Laws for Quincy Fire Board Association – Approval
- New Business –
  - a. Budget Amendments
  - b. Budget
- Good & Welfare of the Board – Committee Assignments – February
- Adjourn

## Quincy Fire Association

Thursday, October 10, 2024

5:30 P.M.

### Regular Meeting Minutes

Meeting called to order at 5:31 pm by Board Chair Lance Johnson.

Board members present: Mike Hagaman, Tim Brockway, Gene Brand, Russ Jennings, Rod Bassage, and Lance Johnson

Board members absent: Karen Hargreave

Also present: Assistant Chief Rod Bailey, Brittany Butler - VOQ, Chris Fichtelberg- Algansee, Don Reid, Reporter.

Motion by Hagaman to approve agenda, support by Brand. MOTION CARRIED.

Motion by Johnson to approve minutes of August 8, 2024 as presented, support by Bassage. MOTION CARRIED.

Butler presented the Finance report for period ending 10/31/2024. Bailey explained the bills presented, as well as an explanation for the Amazon charge, which included; security cameras and door locks for the building, and cables for the truck Motion by Hagaman to approve Financial Report and bills for period ending 10/31/2024, support by Brand. MOTION CARRIED.

Finance Committee will meet in December for budget discussion, date TBD; Building Committee and Personal Committee did not meet. Johnson reminded board that board appointments are in February

Assistant Chief Bailey presented no major incidents or problems, the department is currently in the process of hiring one new firefighter, the department is currently doing interviews, and is still actively training.

Johnson went over the updated bylaws and would like to have the entities bring back signed by the December meeting.

Budget – Johnson reminded the board that budget meeting should happen in December.

Bassage asked about the status of the new fire truck, Bailey stated its still in the works and is currently in the pre-build stage. Bailey also stated they should tentatively have a meet and greet soon with sales.

The next regular meeting will be on Thursday, December 12, 2024 at 5:30 PM at the Quincy Village Hall.

Meeting adjourned at 5:48 PM.

Respectfully submitted,

Brittany Butler, Village of Quincy Manager

Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL CHECKING ACCOUNT				
10/29/2024	10123	CONSUMERS ENERGY	ELECTRIC	261.84
10/29/2024	10124	EXTREME EXTERMINATING	EXTERMINATION	110.00
10/29/2024	10125	ORVAL HUFF	MILEAGE REIMBURSEMENT FOR EQUIPMENT PICK	61.02
10/29/2024	10126	MACQUEEN	ANNUAL PM HURST SERVICE AND INSPECTION	765.00
10/29/2024	10127	SAMANTHA MOODY	AHA CPR/AED FIRST AID	450.00
10/29/2024	10128	UNEMPLOYMENT INSURANCE AGENCY	2023 LATE PENALTY	60.00
10/29/2024	10129	VILLAGE OF QUINCY	WATER/SEWER	85.79
11/07/2024	10133	AUTO VALUE OF QUINCY	STATION GENERATOR	219.99
11/07/2024	10134	BRANCH COUNTY FIRE CHIEF'S COUNCIL	ANNUAL MEMBERSHIP BCFCC	500.00
11/07/2024	10135	CHARTER COMMUNICATIONS	INTERNET	277.49
11/07/2024	10136	DEPENDABLE FIRE APPARATUS SALES	PUMP TEST 2024 ENGINE 33 & LADDER 31	815.00
11/07/2024	10137	ESO SOLUTIONS, INC.	FIRE PACKAGE/GOOGLE MAPS	216.78
11/07/2024	10138	MUNICIPAL EMERGENCY SERVICES	REBUILD KIT	19.00
11/07/2024	10139	MICHIGAN GAS UTILITIES	GAS	66.25
11/07/2024	10140	MI STATE FIREMAN'S ASSOCIATION	2025 MEMBERSHIP	100.00
11/07/2024	10141	AUTO VALUE OF QUINCY	STATION GENERATOR	219.99
11/07/2024	10142	BRANCH COUNTY FIRE CHIEF'S COUNCIL	ANNUAL MEMBERSHIP BCFCC	500.00
11/07/2024	10143	CHARTER COMMUNICATIONS	INTERNET	277.49
11/07/2024	10144	DEPENDABLE FIRE APPARATUS SALES	PUMP TEST 2024 ENGINE 33 & LADDER 31	815.00
11/07/2024	10145	ESO SOLUTIONS, INC.	FIRE PACKAGE/GOOGLE MAPS	216.78
11/07/2024	10146	MUNICIPAL EMERGENCY SERVICES	REBUILD KIT	19.00
11/07/2024	10147	MICHIGAN GAS UTILITIES	GAS	66.25
11/07/2024	10148	MI STATE FIREMAN'S ASSOCIATION	2025 MEMBERSHIP	100.00
11/21/2024	10149	CONSUMERS ENERGY	ELECTRIC	217.72
11/21/2024	10150	EXTREME EXTERMINATING	EXTERMINATIN @ FIRE DEPT	55.00
11/21/2024	10151	HEFFERNAN	BOTTLED WATER	32.70
11/21/2024	10152	LRS, LLC	TRASH SERVICE	936.00
12/05/2024	10153	QUINCY HARDWARE	CORDS/TORCH HEAD	66.86
12/05/2024	10154	AUTO VALUE OF QUINCY	HI TEMP REDGREASE	85.89
12/05/2024	10155	CHARTER COMMUNICATIONS	INTERNET	277.49
12/05/2024	10156	ESO SOLUTIONS, INC.	FIRE PACKAGE/GOOGLE MAPS	216.78
12/05/2024	10157	MICHIGAN GAS UTILITIES	GAS	86.71
12/05/2024	10158	MIKE SHERMAN	REIMBURSEMENT	192.78
12/05/2024	10159	CARD SERVICE CENTER	TWO DEVILS TOOLS/AXE HEAD THREADS	920.89
12/05/2024	10160	VILLAGE OF QUINCY	WATER/SEWER	85.79
01/02/2025	10162	CHARTER COMMUNICATIONS	INTERNET	277.49
01/02/2025	10163	CONSUMERS ENERGY	ELECTRIC	266.89
01/02/2025	10164	DEPENDABLE FIRE APPARATUS SALES	REPLACED ROTTED BOLTS ON GENERATOR	2,380.49
01/02/2025	10165	EXTREME EXTERMINATING	EXTERMINATION	55.00
01/02/2025	10166	LRS, LLC	TRASH SERVICE	468.00
01/02/2025	10167	MICHIGAN GAS UTILITIES	GAS	313.96
01/02/2025	10168	SAMS CLUB	ANNUAL MEMBERSHIP FEE	50.00
01/02/2025	10169	STATION AUTOMATION, INC.	VEHICLE/STATION/SCBA/PPE/CRITICAL ASSET	2,374.26
01/02/2025	10170	TAYLOR, PLANT & WATKINS, P.C.	AUDIT OF FINANCIAL STATEMENTS FOR FISCAL	3,100.00
01/02/2025	10171	CARD SERVICE CENTER	BLUEDEF/MINI LED WHITE	130.63
01/02/2025	10172	VILLAGE OF QUINCY	WATER/SEWER	75.76
01/15/2025	10173	QUINCY HARDWARE	ZIP TIES, ICE MELTER, RUBBER MALLET	77.27
01/15/2025	10174	CONSUMERS ENERGY	ELECTRIC	303.79
01/15/2025	10175	ESO SOLUTIONS, INC.	FIRE PACKAGE	216.78
01/15/2025	10176	LRS, LLC	TRASH SERVICE	468.00
01/15/2025	10177	MML LIABILITY & PROPERTY POOL	LIABILITY & PROPERTY POOL INSURANCE	28,539.00
01/15/2025	10178	NORTH BREATHING AIR	AIR SAMPLE AND LAB ANALYSIS	180.00
01/15/2025	10179	TAYLOR, PLANT & WATKINS, P.C.	LATE CHARGE	46.50
01/15/2025	10180	VILLAGE OF QUINCY	FUEL REIMBURSEMENT APRIL 2024 - DEC 2024	3,518.49

GEN TOTALS:

Total of 54 Checks:

52,239.59

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User: BRITTANY

DB: Quincy Fire

CHECK REGISTER FOR QUINCY FIRE ASSOCIATION

CHECK DATE FROM 10/10/2024 - 01/15/2025

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Check Date	Check	Vendor Name	Description	Amount
Less 8 Void Checks:				2,214.51
Total of 46 Disbursements:				50,025.08

## REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 01/31/2025

% Fiscal Year Completed: 83.84

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GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR MONTH 01/31/2025	AVAILABLE BALANCE	% BDGT USED					
			01/31/2025 NORMAL								
Fund 101 - GENERAL FUND											
Revenues											
Dept 000 - GENERAL											
101-000-582.000	ALGANSEE TOWNSHIP	86,040.90	64,530.69	0.00	21,510.21	75.00					
101-000-582.001	ALGANSEE CAPITAL BUDGET	5,940.00	4,455.00	0.00	1,485.00	75.00					
101-000-583.000	BUTLER TOWNSHIP	35,000.00	26,250.00	0.00	8,750.00	75.00					
101-000-584.000	QUINCY TOWNSHIP	109,506.60	109,506.60	0.00	0.00	100.00					
101-000-584.001	QUINCY TOWNSHIP CAPITAL BUDGET	7,560.00	7,560.00	0.00	0.00	100.00					
101-000-585.000	VILLAGE OF QUINCY	65,182.50	48,886.89	0.00	16,295.61	75.00					
101-000-585.001	VILLAGE OF QUINCY CAPITAL BUDGET	4,500.00	4,500.00	0.00	0.00	100.00					
101-000-671.000	INTEREST	140.00	120.29	0.00	19.71	85.92					
101-000-673.000	MISCELLANEOUS REVENUE	1,094,000.00	1,093,756.03	0.00	243.97	99.98					
Total Dept 000 - GENERAL		1,407,870.00	1,359,565.50	0.00	48,304.50	96.57					
TOTAL REVENUES		1,407,870.00	1,359,565.50	0.00	48,304.50	96.57					
Expenditures											
Dept 000 - GENERAL											
101-000-970.000	CAPITAL OUTLAY	18,000.00	0.00	0.00	18,000.00	0.00					
Total Dept 000 - GENERAL		18,000.00	0.00	0.00	18,000.00	0.00					
Dept 101 - QUINCY FIRE ASSOCIATION											
101-101-701.000	WAGES-CHIEF	12,000.00	9,000.00	1,000.00	3,000.00	75.00					
101-101-701.100	WAGES-ASSISTANT CHIEF	6,000.00	4,500.00	500.00	1,500.00	75.00					
101-101-701.200	WAGES-DEPUTY CHIEF	2,400.00	1,800.00	200.00	600.00	75.00					
101-101-701.300	WAGES-DEPUTY CHIEF	2,400.00	1,800.00	200.00	600.00	75.00					
101-101-701.400	WAGES-FIREMAN	62,040.00	40,720.00	6,640.00	21,320.00	65.64					
101-101-701.500	WAGES-TRAINING	33,280.00	17,680.00	1,360.00	15,600.00	53.13					
101-101-701.600	WAGES-TRUCK	0.00	0.00	(180.00)	0.00	0.00					
101-101-701.700	DUTY SHIFT	18,500.00	4,380.00	580.00	14,120.00	23.68					
101-101-715.000	FICA/MEDICARE	7,500.00	6,110.82	787.95	1,389.18	81.48					
101-101-716.000	LIFE INSURANCE	1,800.00	861.00	0.00	939.00	47.83					
101-101-719.000	PHYSICALS	7,250.00	7,220.00	0.00	30.00	99.59					
101-101-721.000	WORKERS COMPENSATION	4,000.00	1,867.00	0.00	2,133.00	46.68					
101-101-726.000	FIRE PREVENTION	1,500.00	1,060.50	0.00	439.50	70.70					
101-101-728.000	POSTAGE/FREIGHT	250.00	0.00	0.00	250.00	0.00					
101-101-729.000	OFFICE SUPPLIES	2,000.00	40.24	0.00	1,959.76	2.01					
101-101-729.100	CLEANING SUPPLIES	800.00	0.00	0.00	800.00	0.00					
101-101-735.000	MISCELLANEOUS EXPENSES	150.00	60.00	0.00	90.00	40.00					
101-101-735.100	MISC.-RESTRICTED ACCOUNT	500.00	0.00	0.00	500.00	0.00					
101-101-802.000	BUILDING/LIABILITY INSURANCE	27,000.00	55,369.00	28,539.00	(28,369.00)	205.07					
101-101-805.000	PROFESSIONAL FEES-LEGAL	1,001.00	0.00	0.00	1,000.00	0.00					
101-101-805.100	PROFESSIONAL FEES-ACCOUNTING	5,000.00	4,721.50	4,721.50	278.50	94.43					
101-101-860.000	GASOLINE/OIL	5,500.00	2,004.51	1,943.49	3,495.49	36.45					
101-101-920.100	INTERNET	3,500.00	2,774.90	277.49	725.10	79.28					
101-101-921.000	HEAT	4,000.00	1,278.02	313.96	2,721.98	31.95					
101-101-922.000	ELECTRIC	5,000.00	3,377.92	570.68	1,622.08	67.56					
101-101-923.000	WATER & SEWER	2,000.00	818.17	75.76	1,181.83	40.91					
101-101-930.000	TRUCK MAINT.-SUPPLIES	4,000.00	3,252.26	69.03	747.74	81.31					
101-101-930.100	TRUCK MAINT-CONTRACTED SERVICES	15,000.00	3,887.73	2,380.49	11,112.27	25.92					
101-101-931.000	RADIO MAINTENANCE	500.00	77.72	0.00	422.28	15.54					
101-101-932.000	EQUIPMENT MAINTENANCE	10,000.00	9,121.57	0.00	878.43	91.22					
101-101-932.200	CASCADE AIR SYSTEM MAINTENANCE	2,500.00	1,519.00	0.00	981.00	60.76					
101-101-932.300	AIR PACKS & MAINTENANCE	2,000.00	908.13	180.00	1,091.87	45.41					

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## REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 01/31/2025

% Fiscal Year Completed: 83.84

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GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	YTD BALANCE		ACTIVITY FOR		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED				
			01/31/2025 NORMAL	(ABNORMAL)	MONTH 01/31/2025	INCREASE (DECREASE)						
<b>Fund 101 - GENERAL FUND</b>												
<b>Expenditures</b>												
101-101-933.000	BLDG.MAINT-SNOW REMOVAL	200.00	0.00		0.00		200.00	0.00				
101-101-933.200	BUILDING MAINT.	7,000.00	6,924.95		1,129.87		75.05	98.93				
101-101-950.000	TRAINING-HOTEL EXPENSE	2,000.00	0.00		0.00		2,000.00	0.00				
101-101-950.100	TRAINING-MILEAGE	500.00	0.00		0.00		500.00	0.00				
101-101-950.200	TRAINING-MEALS	500.00	0.00		0.00		500.00	0.00				
101-101-950.300	TRAINING EXPENSES	10,000.00	1,003.45		50.00		8,996.55	10.03				
101-101-955.000	DUES & SUBSCRIPTIONS	6,780.00	5,299.55		2,591.04		1,480.45	78.16				
101-101-955.100	DUES/SUBSCRIPTIONS-COMPUTER PROGRAMS	220.00	216.78		0.00		3.22	98.54				
101-101-957.000	UNIFORMS/PROVIDED CLOTHING	4,000.00	825.98		0.00		3,174.02	20.65				
101-101-960.000	BANK FEES/CHARGES	250.00	45.24		0.00		204.76	18.10				
101-101-980.000	EQUIPMENT	15,000.00	3,808.64		0.00		11,191.36	25.39				
101-101-989.000	PURCHASE OF FIRE TRUCKS	1,116,000.00	1,115,950.00		0.00		50.00	100.00				
<b>Total Dept 101 - QUINCY FIRE ASSOCIATION</b>		<hr/> 1,411,820.00	<hr/> 1,320,284.58	<hr/> 53,930.26	<hr/> 91,535.42	<hr/> 93.52						
<b>TOTAL EXPENDITURES</b>		<hr/> 1,429,820.00	<hr/> 1,320,284.58	<hr/> 53,930.26	<hr/> 109,535.42	<hr/> 92.34						
<hr/> <b>Fund 101 - GENERAL FUND :</b>												
TOTAL REVENUES		1,407,870.00	1,359,565.50		0.00		48,304.50	96.57				
TOTAL EXPENDITURES		1,429,820.00	1,320,284.58		53,930.26		109,535.42	92.34				
NET OF REVENUES & EXPENDITURES		(21,950.00)	39,280.92		(53,930.26)		(61,230.92)	178.96				
<hr/> <b>TOTAL REVENUES - ALL FUNDS</b>												
TOTAL EXPENDITURES - ALL FUNDS		1,407,870.00	1,359,565.50		0.00		48,304.50	96.57				
NET OF REVENUES & EXPENDITURES		1,429,820.00	1,320,284.58		53,930.26		109,535.42	92.34				
		(21,950.00)	39,280.92		(53,930.26)		(61,230.92)	178.96				

## QUINCY FIRE ASSOCIATION AGREEMENT

**THIS AGREEMENT** is made effective the \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and among the VILLAGE OF QUINCY, a Michigan Municipal Corporation, of 47 Cole Street, Quincy MI 49082; the TOWNSHIP OF QUINCY, a Michigan Township, of 11 N. Main Street, Quincy MI 49082; the TOWNSHIP OF ALGANSEE, a Michigan Township, of 378 S. Ray-Quincy Rd, Quincy MI 49082.

**WHEREAS**, the parties are local governmental units located in Branch County, Michigan; and

**WHEREAS**, the parties have entered into various agreements, the most recent of which is dated April 1, 1998, for the provision of fire protection services within their territorial boundaries (“the Prior Agreement”); and

**WHEREAS**, the expenses for such fire protections have been shared as provided in the Prior Agreement; and

**WHEREAS**, the parties hereto own, through the Association, the premises located at 39 East Chicago Street, Quincy Michigan, which is more particularly described on Exhibit A attached hereto (“the Premises”) for the purpose of housing the Quincy Fire Department and the fire apparatus and equipment heretofore utilized for fire protection; and

**WHEREAS**, the prior Agreement purportedly was established pursuant to Act 33 of the Public Acts of 1951, as amended (“Act 33”), but the Prior Agreement did not, in many respects, conform to the requirements of Act 33; and

**WHEREAS**, the parties wish to establish a separate entity for the provision of fire protection and rescue services, but Act 33 does not provide for the creation of separate entity; and

**WHEREAS**, the Urban Cooperation Act, being Act 7 of the Public Acts of 1967, extra session, as amended (“Act 7”) permits local governmental units, including townships and villages, to establish a separate legal entity to exercise jointly any power, privilege or authority which each may exercise separately; and

**WHEREAS**, Act 3 of the Public Acts of 1895, as amended, authorizes the village to establish a fire department for the provision of fire protection; and

**WHEREAS**, Act 33 authorizes the townships to provide fire protection services; and

**WHEREAS**, the parties wish to establish the Quincy Fire Association as a separate entity to provide fire protection and rescue services within the geographical boundaries of the village and the townships.

**NOW, THEREFORE**, in consideration of the foregoing and of the mutual promises and covenants contained herein, the parties agree as follows:

## **ARTICLE I NAME AND STATUS**

There is hereby established Quincy Fire Association, (hereinafter referred to as the "Association") which shall possess all of the powers granted joint fire administrative boards pursuant to Act 33, and which shall be a public body corporate pursuant to Section 7 of Act 7, being MCLA 124.507, MSA 5.4088(7). The Association shall not be operated for profit. No Part of its earnings shall inure to the benefit of a person other than the Constituent Units as defined herein.

## **ARTICLE II CONSTITUENT UNITS**

The local governmental units or public agencies creating the Quincy Fire Association are the VILLAGE OF QUINCY, the QUINCY TOWNSHIP, and the TOWNSHIP OF ALGANSEE, all located in Branch County Michigan (hereinafter collectively referred to as the "Constituent Units")

## **ARTICLE III PURPOSE**

The purpose of the Association is to provide fire protection and rescue services within the territorial limits of the Constituent Units, and outside of said limits pursuant to Mutual Aid Agreements with other local governmental entities having fire departments. The name of the fire protection and rescue service established hereunder shall be the "Quincy Fire Department"

## **ARTICLE IV GOVERNING BODY**

- A. The Association shall be governed by a Board of Directors consisting of seven members, two of whom shall be appointed by the governing body of each Constituent Unit, which, as authorized by Article 7, Section 28 of the Michigan Constitution, may be members of the governing bodies of the Constituent Units. Pursuant to Section 11 of Act 33, at the first meeting of the Board, the Board shall by a resolution approved by a majority of its members select an additional member who shall be a resident of one of the Constituent Units and shall serve a two-year term. This member may be reappointed by a majority vote of the Board of Directors.
- B. Pursuant to Section 11 of Act 33, the members of the Board of Directors shall be appointed by their respective governing bodies for terms of four years.
- C. A member of the Board of Directors may be removed for misfeasance, malfeasance or nonfeasance in office or for any other reason deemed appropriate, by the appointing government body. A member who is not appointed by the governing body may be removed for misfeasance, malfeasance, or nonfeasance in office by a majority vote of the appointing authority.

- D. A vacancy in office created by resignation, removal or death shall be filled for the remainder of the unexpired term of office by appointment of the appointing authority within 60 days of the occurrence of the vacancy.
- E. Members of the Board appointed by a Constituent Unit shall be qualified electors of such Constituent Unit. A person in default to the Constituent Unit shall be ineligible to hold office, as shall be employees or volunteers of the Quincy Fire Association.
- F. Members of the Board may be compensated, in the discretion of the Board, for each meeting, not to exceed 52 meetings per year, at a rate not to exceed \$30 for each meeting a member attends. Any member shall be reimbursed for actual and necessary expenses incurred in the performance of his or her duties hereunder.

## ARTICLE V OFFICERS

At the first meeting of the Board, and subsequently at the annual meeting as herein provided, the Board shall elect a chairperson, vice-chairperson, secretary and a treasurer. The duties of the officers shall be as follows:

- A. Chairperson. The Chairperson shall be a member of the Board and shall preside at all meetings of the Board; shall countersign all the checks, drafts or disbursements from the funds of the Association; and shall have such other duties as may be assigned to him or her by the Board of Directors.
- B. Vice-Chairperson. The Vice-Chairperson shall be a member of the Board and shall preside at all meetings of the Board at which the Chairperson is absent; shall otherwise assume the duties of Chairperson in the absence or disability of the Chairperson; and shall have such other duties as may be assigned to him or her by the Board of Directors.
- C. Secretary. The Secretary shall be a member of the Board and shall attend all meetings of the Board and shall record or cause to be recorded all votes of the Board and shall keep or cause to be kept minutes in accordance with Act 267 of the Public Acts of 1967, as amended, in a book to be kept for that purpose; shall give or cause to be given notice of all meetings in accordance with Act 267 of the Public Acts of 1967, as amended; and shall perform such other duties as may be assigned to him or her by the Board of Directors.
- D. Treasurer. The Treasurer shall be a member of the Board and shall have the custody of the Association's funds; shall keep full and accurate accounts of receipts and disbursements of the funds of the Association in books and accounts in accordance with the Michigan uniform Budget and Accounting Act; shall deposit all monies in the name and to the credit of the Association in such depositories that may be designated by the Board of Directors. The Treasurer shall render to the board of Directors an account of his or her transactions as Treasurer and of the financial condition of the Association at every regular meeting of the Board and at such other times as the Board may direct. The Treasurer shall have such other duties as may be assigned to him or her by the Board of Directors. The Treasurer shall give such bond as shall be required by the Board of Directors.
- E. Assistant Secretary / Treasurer. The Board, upon the request of the Secretary and / or Treasurer, or upon its own initiative, may appoint an Assistant Secretary and / or Assistant Treasurer, who need not be members of the Board, to assist the Secretary and Treasurer respectively and to perform such duties as the Board may prescribe.

F. **Fire Chief.** The Board shall appoint a Fire Chief, who shall not be a member of the Board but who shall attend all meetings of the Board unless such attendance is excused by the Board for good cause shown. The Chief shall be the Chief Administrative Officer of the Quincy Fire Department. The chief shall be accountable to the Board for the efficient and effective operation of the Quincy Fire Department, and for the Fire Department's compliance with all state laws and constituent unit ordinances. The Chief shall serve at the pleasure of the Board. The Chief, subject to the approval of the Board, shall appoint such Deputy Chiefs, Fire Captains, Lieutenants, and firefighters as the chief, with the approval of the Board, deems necessary to provide fire protection and rescue services. The Chief, subject to the approval of the Board, shall develop written administrative and personnel rules, including rules prescribing the qualifications and training for the Fire Department personnel. Except as authorized by the Chief or the Chief's designee, no person shall be permitted to perform fire protection and rescue services on behalf of the Quincy Fire Department.

## **ARTICLE VI** **MEETING AND RECORDS**

- A. The Board of Directors shall hold no less than six regular bimonthly meetings per year. Special meeting shall be called upon three days written notice, by the Chairperson or any two Board members.
- B. All meetings of the Board of Directors shall be held in compliance with the open Meetings Act, being Act 267 of the Public Acts of 1976, as amended. Public notice of the time, date and place of the meeting shall be given in the manner provided by the Open Meetings Act.
- C. A majority of the Board shall be a quorum for the transaction of business. A majority of all members of the Board is necessary for the adoption of a motion or a resolution.
- D. The Board of Directors shall adopt its own rules and procedure and shall keep a record of its proceedings. Records of the Board and of the Association are public records, which shall be made available to the public in compliance with the Freedom of Information Act, act 442 of the public acts of 1976, as amended.

## **ARTICLE VII** **POWERS**

The Association shall have all the powers given to joint fire administrative boards pursuant to Act 33, including but not limited to, and in addition thereto, the following powers:

- A. To acquire, maintain and dispose of, in its own name real property, and tangible and intangible personal property;
- B. To accept gifts and donations of money, real property, tangible and intangible personal property, and services;
- C. To apply for and accept grants from any source the Board deems appropriate;
- D. To receive appropriations and transfers of real and personal property from the Constituent Units;
- E. To sue or be sued in its own name;

- F. To make and enter into contracts, including contracts with Constituent Units;
- G. To employ agencies and employees;
- H. To engage the services of accountants, attorneys and such other persons as the Board deems appropriate to carry out its powers and duties;
- I. To incur debts and liabilities, subject to the approval of the governing bodies of the Constituent Units, provided however, such debts or liabilities shall not become debts or liabilities of the Constituent Units without the express written consent of the Constituent Units;
- J. To adopt rules, regulations, and procedures governing the operation of the Quincy Fire Department;
- K. To insure its property and its directors, officers, employees and agents;
- L. Subject to the approval of governing bodies of the Constituent Units, charge and collect fees for the fire protection and rescue services hereunder;
- M. To do all things necessary to fully carry out the purposes specified in Article III above.

## **ARTICLE VIII** **FINANCE AND BUDGET**

- A. The fiscal year of the Association shall end on the 31<sup>st</sup> day of March each year.
- B. The budget, accounts and financial affairs of the Association shall be in accordance with applicable state law.
- C. At the first meeting of the Board, the Board shall approve a proposed budget for the balance of the fiscal year, which budget shall be subject to the approval of the governing bodies of the Constituent Units.
- D. On or before the December meeting of each year, the Board shall approve a proposed budget for the next fiscal year, the budget shall be subject to the approval of the governing bodies of the Constituent Units.
- E. Each Constituent Unit shall appropriate its share of the projected expenditures for the Association's fiscal year as follows: The Constituent Unit shall be assessed a per capita assessment based on census data for each of the Constituent Units. The census data shall be adjusted every ten years after new census data is received. The Constituent Unit shall pay a proportion of the total budget, in which proportion the numerator is the number of residents in the Constituent unit, and the denominator is the total number of residents in all Constituent Units. The percentage share of each Constituent Unit shall be applicable not only for the annual budget, but for any purchases or expenditures for capital improvements. Any changes in proportional share shall take effect one year after adopted by the Association. The shares of the Constituent Units shall be reviewed annually not later than the December meeting, and may be adjusted for the next fiscal year by the board in its discretion.
- F. The appropriations of each Constituent Unit for each fiscal year shall be paid not less than quarterly.
- G. Penalty. In the event that any Constituent Unit refuses or fails to pay its share required under Article VIII (E), or any other provisions of this Agreement, a Constituent Unit may be removed from the Association by a majority vote of all Association members. In the event that a Constituent Unit is removed under this section of the Agreement, the Constituent Unit shall forfeit any and all interest in any property owned by the Association and shall not be entitled to any action against the Association for removal.

## **ARTICLE IX COMMITTEES**

The following committees shall be appointed by the Chairperson with the consent of the Board. The Board, by a 2/3 vote, may establish such additional committees as it deems to be proper for the carrying out of the business of the Association.

- A. Finance and Budget. The Finance and Budget Committee shall consist of three persons, one member shall be from each Constituent Unit and one of whom shall be the Treasurer of the Association. The Finance and Budget Committee shall prepare the proposed budget for the Association and shall have such other duties as the Board may from time to time prescribe.
- B. Personnel. The Personnel Committee shall consist of three members and shall have such duties as the board shall from time to time prescribe.
- C. Building and Equipment. The Building and Equipment Committee shall consist of three members, one from each Constituent unit, and shall have such duties as the Board may from time to time prescribe.

## **ARTICLE X AMENDMENT**

This Agreement may be amended, only upon the consent of all of the governing bodies of all of the Constituent Units, including but not limited to adding additional constituent units.

## **ARTICLE XI WITHDRAWAL OF A CONSTITUENT UNIT**

Any constituent unit may withdraw by giving written notice to the Board and the governing bodies of the remaining constituent units not less than one year prior to the beginning of a fiscal year. The withdrawal shall be effective on the first day of such fiscal year. The withdrawing constituent unit shall receive no reimbursement for any funds or property paid or contributed to the Quincy Fire Association. However, the withdrawing constituent unit shall pay all sums due from it to the Fire Association prior to the effective date of its withdrawal.

## **ARTICLE XII DISSOLUTION**

In the event that all Constituent Units of the Association shall agree, this Association may be dissolved by unanimous vote of the Association Board. In the event that there is a dissolution, all assets of the Association shall be sold within a reasonable time and all debts of the Association shall be paid. Any remaining funds shall be divided among the Constituent Association members, according to the, then effective, per capita population percentages.

## **ARTICLE XIII ARBITRATION**

In the event that there is a disagreement between Constituent Units and the Association, or any two or more Constituent Units, the subject of the disagreement may be submitted to arbitration.

The parties shall, at their option, choose the services of the American Arbitration Association, or, in the alternative, if the parties so agree, the parties may select an independent arbitrator who is either an attorney, or public official with experience in municipal government issues, and is not connected with the Association. The parties shall equally bear the cost of the arbitration, including all arbitration fees, except that each Constituent Unit or the Association shall bear the cost of its own representation at the arbitration.

#### **ARTICLE XIV** **MISCELLANEOUS**

This Agreement constitutes the entire agreement among the parties with respect to the matters dealt with herein. If any provision is found to be unenforceable or contrary to law by a court of competent jurisdiction, the remaining terms of the agreement, to the extent practical, shall remain in full force and effect.

VILLAGE OF QUINCY

By: \_\_\_\_\_  
Mike Hagaman  
Its: President

By: \_\_\_\_\_  
Marci Clancy  
Its: Clerk / Treasurer

TOWNSHIP OF ALGANSEE

By: \_\_\_\_\_  
Craig Fichtelberg  
Its: Supervisor

By: \_\_\_\_\_  
Chantal Paxton  
Its: Clerk

TOWNSHIP OF QUINCY

By: \_\_\_\_\_  
Kurt Barve  
Its: Supervisor

By: \_\_\_\_\_  
Cindy Harleton  
Its: Clerk

User: BRITTANY  
DB: Quincy Fire

JE #: 1083 to 1083

Posted and Unposted Journal Entries

Journal Number GL Number	Date Description	JNL	Description	User	DR	CR
<a href="#">1083</a>	01/13/2025	BA	BUDGET AMENDMENTS	BRITTANY		
POSTED BY BRITTANY						
101-000-671.000	INTEREST			90.00		
101-101-701.400	WAGES-FIREMAN			5,160.00		
101-101-719.000	PHYSICALS				250.00	
101-101-930.000	TRUCK MAINT.-SUPPLIES				2,000.00	
101-101-932.000	EQUIPMENT MAINTENANCE				1,000.00	
101-101-933.200	BUILDING MAINT.				2,000.00	
101-101-955.000	DUES & SUBSCRIPTIONS			220.00		
101-101-955.100	DUES/SUBSCRIPTIONS-COMPUTER PROGRAMS				220.00	
					5,470.00	5,470.00
			Total:		5,470.00	5,470.00



## 2025-2026 QUINCY FIRE DEPARTMENT OPERATIONAL BUDGET PROPOSAL

1/13/2025

### REVENUES:

Each entity pays a percentage based on population of their entire township. The population is based off of the most recent census numbers (2020). The following are the percentages per entity and the projected budget increases:

ENTITY NAME	POPULATION 2020	PERCENTAGE	2024-2025	2025-2026
Algansee Township	2033	33%	\$86,040.90	\$86,034.30
Quincy Township	2554	42%	\$109,506.60	\$109,498.20
Quincy Village	1554	25%	\$65,182.50	\$65,177.50
Butler Twp Contract			\$35,000	\$35,000
<b>Totals</b>	<b>6141</b>	<b>100%</b>	<b>\$295,730</b>	<b>\$295,710</b>

### CAPITAL OUTLAY

Each entity pays a percentage based on population for capital outlay purchases. The following are the percentages per entity and the projected budget increases:

ENTITY NAME	POPULATION 2020	PERCENTAGE	CAPITAL AMOUNT
Algansee Township	2033	33%	\$5,940
Quincy Township	2554	42%	\$7,560
Quincy Village	1554	25%	\$4,500
<b>Totals</b>	<b>6141</b>	<b>100%</b>	<b>\$18,000</b>

### OTHER REVENUES

The fire department will receive on occasion donations from former employees, funeral memorials, insurance dividends, etc. The money received from those donations are put into different categories in the fund balance line items. These categories range from training center to uniforms or memorials.

### EXPENDITURES

Expenditures for the Quincy Fire Association for the proposed 2025/2026 budget will see the following:

2023/2024	2024/2025	2025/2026
\$258,830	\$295,730	\$295,710

47 Cole St  
Quincy  
Michigan  
49082

517.639.9065

[www.Quincy-MI.org](http://www.Quincy-MI.org)

Calculations as of 03/31/2025

GL NUMBER	DESCRIPTION	2023-24	2024-25	2024-25	2025-26
		ACTIVITY	ACTIVITY	AMENDED BUDGET	REQUESTED BUDGET
101-000-582.000	ALGANSEE TOWNSHIP	73,864.00	64,530.69	86,040.90	86,034.30
101-000-582.001	ALGANSEE CAPITAL BUDGET	5,940.00	4,455.00	5,940.00	5,940.00
101-000-582.100	ALGANSEE-GRANT				
101-000-582.200	ALGANSEE-FIRE TRUCK				
101-000-582.300	ALGANSEE TWP-PAVING				
101-000-582.400	FIRE TRUCK				
101-000-583.000	BUTLER TOWNSHIP	35,000.00	26,250.00	35,000.00	35,000.00
101-000-583.001	BUTLER CAPITAL BUDGET				
101-000-583.100	BUTLER-GRANT				
101-000-583.200	BUTLER-FIRE TRUCK				
101-000-583.300	FIRE TRUCK				
101-000-583.400	FIRE LOSS REV				
101-000-584.000	QUINCY TOWNSHIP	94,009.00	109,506.60	109,506.60	109,498.20
101-000-584.001	QUINCY TOWNSHIP CAPITAL BUDGET	7,560.00	7,560.00	7,560.00	7,560.00
101-000-584.100	QUINCY TOWNSHIP GRANT				
101-000-584.200	QUINCY TOWNSHIP-FIRE TRUCK				
101-000-584.300	QUINCY TWP-PAVING				
101-000-584.400	FIRE TRUCK				
101-000-585.000	VILLAGE OF QUINCY	55,958.00	48,886.89	65,182.50	65,177.50
101-000-585.001	VILLAGE OF QUINCY CAPITAL BUDGET	4,500.00	4,500.00	4,500.00	4,500.00
101-000-585.100	VILLAGE OF QUINCY GRANT				
101-000-585.200	QUINCY-FIRE TRUCK				
101-000-585.300	QUINCY VILLAGE-PAVING				
101-000-585.400	FIRE TRUCK				
101-000-671.000	INTEREST	435.21	120.29	140.00	150.00
101-000-672.000	GRANT REVENUE				
101-000-673.000	MISCELLANEOUS REVENUE	12,557.00	1,093,756.03	1,094,000.00	
101-000-673.500	SALE OF FIRE TRUCKS				
101-000-674.000	INTEREST-BR				
101-000-675.000	BARN RAISER				
101-000-677.000	DONATIONS (FOR EQUIPMENT)				
101-000-685.000	DONATIONS FOR BARN RAISER				
101-000-686.000	DONATIONS (BURNED OUT FAMILIES)				
101-000-687.000	DONATIONS (FUND RAISER -UNIFORMS)				
101-000-687.500	DONATIONS				
101-000-688.000	FIRE SAFETY				
101-000-970.000	CAPITAL OUTLAY	17,702.03		18,000.00	18,000.00
101-101-701.000	WAGES-CHIEF	12,000.00	9,000.00	12,000.00	12,000.00
101-101-701.100	WAGES-ASSISTANT CHIEF	6,000.00	4,500.00	6,000.00	7,200.00
101-101-701.200	WAGES-DEPUTY CHIEF	2,600.00	1,800.00	2,400.00	3,600.00
101-101-701.300	WAGES-DEPUTY CHIEF	2,400.00	1,800.00	2,400.00	2,400.00
101-101-701.400	WAGES-FIREMAN	33,400.00	40,720.00	62,040.00	54,840.00
101-101-701.500	WAGES-TRAINING	27,853.60	17,680.00	33,280.00	29,120.00
101-101-701.600	WAGES-TRUCK				
101-101-701.700	DUTY SHIFT	4,200.00	4,380.00	18,500.00	13,500.00
101-101-701.800	STORM RESPONSE/EMERGENCY OPERATION				
101-101-715.000	FICA/MEDICARE	6,766.72	6,110.82	7,500.00	7,500.00
101-101-716.000	LIFE INSURANCE	995.00	861.00	1,800.00	1,800.00
101-101-717.000	PENALTIES				
101-101-719.000	PHYSICALS	8,030.00	7,220.00	7,250.00	7,500.00
101-101-721.000	WORKERS COMPENSATION	2,043.00	1,867.00	4,000.00	2,500.00
101-101-726.000	FIRE PREVENTION	1,623.00	1,060.50	1,500.00	1,500.00
101-101-726.101	COVID 19 WAGE DAY SHIFT				
101-101-726.102	COVID 19 NIGHT SHIFT				
101-101-726.103	HAZARD PAY FRHPPP				
101-101-728.000	POSTAGE/FREIGHT			250.00	
101-101-729.000	OFFICE SUPPLIES	209.55	40.24	2,000.00	750.00
101-101-729.100	CLEANING SUPPLIES			800.00	
101-101-730.000	MEDICAL SUPPLIES				
101-101-731.000	FOAM				
101-101-735.000	MISCELLANEOUS EXPENSES		60.00	150.00	150.00
101-101-735.100	MISC.-RESTRICTED ACCOUNT			500.00	
101-101-735.200	MISC-CONTRACTED SERVICES				
101-101-735.300	MISC-EQUIPMENT RENTAL				
101-101-740.000	BLOODBOURN				
101-101-802.000	BUILDING/LIABILITY INSURANCE	19,373.00	26,830.00	27,000.00	28,600.00
101-101-803.000	TRUCK INSURANCE				
101-101-805.000	PROFESSIONAL FEES-LEGAL			1,000.00	1,000.00
101-101-805.100	PROFESSIONAL FEES-ACCOUNTING	4,575.00	3,100.00	5,000.00	5,000.00
101-101-850.000	ADVERTISING				
101-101-860.000	GASOLINE/OIL	2,364.52	61.02	5,500.00	4,000.00
101-101-920.000	COMMUNICATIONS				
101-101-920.100	INTERNET	2,920.68	2,774.90	3,500.00	3,500.00
101-101-921.000	HEAT	1,799.66	1,278.02	4,000.00	2,500.00
101-101-922.000	ELECTRIC	3,575.54	3,074.13	5,000.00	5,000.00
101-101-923.000	WATER & SEWER	800.77	818.17	2,000.00	2,000.00
101-101-930.000	TRUCK MAINT.-SUPPLIES	704.22	3,252.26	4,000.00	4,000.00

Calculations as of 03/31/2025

GL NUMBER	DESCRIPTION	2023-24	2024-25	2024-25	2025-26
		ACTIVITY	THRU 03/31/25	AMENDED BUDGET	REQUESTED BUDGET
101-101-930.100	TRUCK MAINT-CONTRACTED SERVICES	15,763.95	3,887.73	15,000.00	15,000.00
101-101-931.000	RADIO MAINTENANCE		77.72	500.00	500.00
101-101-932.000	EQUIPMENT MAINTENANCE	8,240.37	9,121.57	10,000.00	11,000.00
101-101-932.100	COMPUTER HARDWARE AND SOFTWARE	5,419.86			
101-101-932.200	CASCADE AIR SYSTEM MAINTENANCE	2,026.00	1,519.00	2,500.00	1,500.00
101-101-932.300	AIR PACKS & MAINTENANCE	814.31	728.13	2,000.00	1,500.00
101-101-933.000	BLDG.MAINT-SNOW REMOVAL	48.55		200.00	
101-101-933.100	BLDG. MAINT-LINEN SERVICES				
101-101-933.200	BUILDING MAINT.	7,491.73	6,379.68	7,000.00	10,000.00
101-101-950.000	TRAINING-HOTEL EXPENSE			2,000.00	2,000.00
101-101-950.100	TRAINING-MILEAGE			500.00	500.00
101-101-950.200	TRAINING-MEALS			500.00	500.00
101-101-950.300	TRAINING EXPENSES	6,075.64	1,003.45	10,000.00	10,000.00
101-101-955.000	DUES & SUBSCRIPTIONS	1,880.28	5,082.77	6,780.00	8,000.00
101-101-955.100	DUES/SUBSCRIPTIONS-COMPUTER PROGR		216.78	220.00	
101-101-956.000	CLOTHING ALLOWANCE				
101-101-957.000	UNIFORMS/PROVIDED CLOTHING		825.98	4,000.00	2,000.00
101-101-960.000	BANK FEES/CHARGES	109.51	45.24	250.00	250.00
101-101-980.000	EQUIPMENT	6,641.02	3,808.64	15,000.00	15,000.00
101-101-981.000	EQUIPMENT-RESTRICTED				
101-101-983.000	FIRE COATS/JUMPSUITS				
101-101-984.000	DONATED EQUIPMENT				
101-101-985.000	ICE RESCUE EQUIPMENT				
101-101-986.000	BARN RAISER EXPENSES				
101-101-987.000	GRANT EXPENSES		27,607.59		
101-101-988.000	REIMB. ENTITIES FOR TRUCK SALE				
101-101-989.000	PURCHASE OF FIRE TRUCKS			1,115,950.00	1,116,000.00
206-000-671.000	INTEREST				
206-000-673.000	MISCELLANEOUS REVENUE				
206-000-674.000	INTEREST/CD				
206-000-675.000	BARN RAISER				
206-000-677.000	DONATIONS				
206-000-684.000	UNIFORM DONATIONS				
206-000-685.000	DONATIONS FOR BARN RAISER				
206-000-686.000	DONATIONS (AMISH BENEFIT)				
206-000-960.000	BANK FEES/CHARGES				
206-000-983.900	TRAINING FACILITY/TRAINING				
206-101-687.000	DONATIONS(FUND RAISER -UNIFORMS)				
206-101-735.100	MISC.-RESTRICTED ACCOUNT				
206-101-982.000	KITCHEN REMODEL				
206-101-984.000	DONATED EQUIPMENT				
206-101-986.000	BARN RAISER EXPENSES				
206-172-725.000	FIRE SAFETY TRAILOR				
206-172-727.000	TENT RENTAL				
206-172-984.000	EQUIPMENT				
ESTIMATED REVENUES - ALL FUNDS		289,823.21	1,359,565.50	1,407,870.00	313,860.00
APPROPRIATIONS - ALL FUNDS		244,055.10	1,286,934.75	1,429,820.00	295,710.00
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		45,768.11	72,630.75	(21,950.00)	18,150.00
BEGINNING FUND BALANCE - ALL FUNDS		223,951.11	269,719.22	269,719.22	342,349.97
ENDING FUND BALANCE - ALL FUNDS		269,719.22	342,349.97	247,769.22	360,499.97