



Board of Director's Meeting
Minutes of November 20, 2025
16984 Burlingame Drive
Marshall, MI 49068

Meeting Called to Order @ 5:30 p.m. Meeting was conducted in person.

Members Present: Darlene Mack, Steve Schrock, Margaret Harvey, Wayne Cornell, Ken Huestis, Art Farmer, Norbert Friel, Steve Riggs, Bob Overley, and Sarah Hughes.

Members Excused: Andrew Scibbe, Bradley Hawley

Agenda Additions/Changes:

Public Comment – Chief Cummins noted several changes to Station operations:

Use the training room for Board Meetings in the future.

Anyone coming into the station for work needs clearance from Bobbie.

No more parking of POV in station.

There was a bathroom incident with a MAFFAA employee.

Audit Presentation:

Steve Bryer from Siegfried Crandall PC presented the financial audit results for 1 July 2024 – 30 June 2025

The service received a good unmodified opinion.

The service had a net increase of \$309,000.00

Unassigned funds are at 46% of yearly expenditures.

Government recommends funds at 16-17% of yearly expenditures.

Secretary's Report:

Motion to approve the October 16, 2025, meeting minutes as written by Steve Riggs. Second by Steve Schrock.

Voice Vote: Motion Carried

Directors Report:

Motion to approve disbursements for October 2025 by Margaret Harvey. Second by Darlene Mack.

Roll Call Vote

Yes= Mack, Schrock, Harvey, Cornell, Huestis, Farmer, Friel, Riggs, Overley, and Hughes.

No= None

Discussion, Balance of director's reports submitted to file.

New Business:

Revenue and Expenditure Report for October 2025 Reviewed by the Board.

Net Revenue is 26.93% to budget. Expenditures are at 38.14% of the budget.

Letter of intent to purchase from Osage Ambulances for the remount of Medic 55 presented to the Board.

This letter will hold a spot for remount to start February 2029. This letter is not a formal purchase agreement.

Motion to sign Letter of Intent to remount medic 55 by Margaret Harvey. Second by Ken Huestis.

Roll Call Vote

Yes= Mack, Schrock, Harvey, Cornell, Huestis, Farmer, Friel, Riggs, Overlay, and Hughes.

No= None

Old Business:

Operations Manager opening update: Job description and hiring process written. Opening has been posted internally.

Motion to open Operations Manager posting to outside of the agency by Steve Riggs, Second by Wayne Cornell.

Voice vote: Motion Carried

Station 18 utilities update: Ken Huestis was at the station with an electrician to try and find where the electrical consumption is located. Bobbie from Tekonsha Twp would not allow access to the building.

Government shutdown is over at this time. Billing has resumed.

Information only, no action taken.

Geico Lawsuit update: Attorney advised that they were working on having MAFFAA dismissed from the case.

Information only, no action taken.

Motion to cancel the December Board meeting by Steve Riggs. Second by Steve Schrock.

Roll Call Vote

Yes= Mack, Schrock, Harvey, Cornell, Huestis, Farmer, Friel, Riggs, Overlay, and Hughes.

No= None

January Meeting will be held at the Main Station.

Motion to Adjourn by Steve Riggs, Second by Norbert Friel.

Voice Vote. Motion Carried

Board reviewed a memorandum from our attorney.

Information only, no action taken.

Meeting Adjourned at 18:33

Next Meeting on January 15, 2026 at 5:30 p.m.

Approved as written/revise at the January 15, 2026 meeting of the MAFFAA Board.

Corrections/amendments/revisions _____

Signature