

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



Tuesday, October 05, 2021

LOWELL AREA FIRE AND EMERGENCY
SERVICES AUTHORITY
MEETING NOTICE

Tuesday, October 12th, 2020 AT 7:00 P.M.

AT

LOWELL FIRE DEPARTMENT
315 S. HUDSON
LOWELL, MI 49331

Also via Zoom

<https://us02web.zoom.us/j/87986520108?pwd=emdJVWY2WEsIQXVtbEYvUlJxVXg5UT09>

Meeting ID: 879 8652 0108
Passcode: 909212

Zoom Dial in

1-312-626-6799

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING AGENDA

TUESDAY, October 12th, 2021 7:00 p.m.
Look Memorial Fire Station

1. ROLL CALL

2. APPROVAL OF THE AGENDA

3. APPROVAL OF THE MINUTES

- A. Approval of the Regular Meeting Minutes from July 8, 2021

4. FINANCIAL REPORTS

- A. FINANCIAL REPORT August 2021
- B. FINANCIAL REPORT September 2021
- C. FINANCIAL REPORT October 2021

5. PUBLIC COMMENT (MAXIMUM OF 2 MINUTES PER SPEAKER)

6. OLD BUSINESS

- A.

7. NEW BUSINESS

- A. ADUIT Report
- B. Station Flooring discussion
- C. Upcoming Grants
- D. Promotion of new Firefighters

8. COMMITTEE REPORTS

- A. Capital Appropriations
- B. Financial

9. FIRE CHIEF'S REPORT AND UPDATES

10. MEMBER COMMENTS

12. DATE FOR NEXT MEETING(S)

November 11th at 7:00 PM

13. ADJOURNMENT

Lowell Area Fire & Emergency Services Authority

Meeting Minutes

Thursday, July 8th, 2021 at 7:00pm.
Look Memorial Fire Station.

1) **ROLL CALL:**

Board Chair Marks called the meeting to order at 7:00pm.

Members present: Jessica Marks, Carlton Blough, Tim Wittenbach, Kate Dernocoeur (Zoom-Denver, CO), Dave Pasquale, Mike DeVore (Zoom, Grand Rapids, MI).

Also present: Fire Chief Shannon Witherell.

2) **APPROVAL OF THE AGENDA:**

IT WAS MOVED BY BLOUGH and seconded by PASQUALE to approve the agenda as presented. Yes-Pasquale, Wittenbach, Dernocoeur, Blough, Marks, DeVore. Motion carried.

3) **APPROVAL OF THE MINUTES:**

A) IT WAS MOVED BY BLOUGH and seconded by PASQUALE to approve the minutes from the June regular meeting as presented. Yes-Marks, Blough, Wittenbach, Dernocoeur, Pasquale, DeVore. Motion carried.

4) **FINANCIAL REPORTS:**

IT WAS MOVED BY DERNOCOEUR and seconded by PASQUALE to accept the Financial Reports from June. Yes-DeVore, Pasquale, Marks, Blough, Dernocoeur, Wittenbach. Motion carried.

5) **PUBLIC COMMENT:**

-None. Public Comment was closed.

6) **OLD BUSINESS:**

A) Joint Workshop Conversation: Conversation continued on having a joint workshop. Both Kate and Jessica are reaching out to possible facilitators. No motion was necessary.

7) **NEW BUSINESS:**

A) Audit Bids: 2 bids were received for the yearly audit. IT WAS MOVED BY DEVORE and seconded by MARKS to approve the Vredevelde & Haefner bid. Yes-DeVore, Marks, Dernocoeur, Wittenbach, Pasquale. No-Blough. Motion carried.

B) Fire Inspector Job Description and Discussion: Chief Witherell put together a job description for the job of Fire Inspector. There was board discussion on funding and responsibilities. No motion was necessary.

8) COMMITTEE REPORTS:

A) CAPITAL APPROPRIATIONS:

-None.

B) FINANCIAL:

-None.

9) FIRE CHIEF REPORT AND UPDATES:

-Chief Witherell provided the Board with his report. Included were June response numbers, updates on grants and the Chicken Barbecue.

10) MEMBER COMMENTS:

-Blough gave the County Board an update on our new engine process.

11) DATE FOR NEXT MEETING:

-The next regular meeting will take place on Thursday, September 9th, 2021 at 7pm.

12) ADJOURNMENT:

-IT WAS MOVED BY PASQUALE and seconded by DERNOCOEUR to adjourn at 8:20pm. Yes-Marks, DeVore, Wittenbach, Dernocoeur, Pasquale, Blough.
Meeting adjourned.

Lowell Area Fire and Emergency Services Authority
Statement of Net Position
July 31, 2021

		<u>ASSETS</u>
		Unrestricted
Current Assets		
	Cash	\$ 229,904.68
	Due from Lowell Township	-
	Due from Vergennes Township	-
	Due from City of Lowell	-
	TOTAL Current Assets	<u>229,904.68</u>
Fixed Assets		
	Furniture and Equipment	-
	TOTAL ASSETS	<u>\$ 229,904.68</u>
Current Liabilities		<u>LIABILITIES AND NET ASSETS</u>
	Accounts Payable	\$ 9,426.05
	Accrued Payroll	17,838.27
	Payroll liabilities	4,886.56
Long-Term Liabilities	TOTAL Current Liabilities	<u>32,150.88</u>
Net Assets	TOTAL Long-Term liabilities	<u>-</u>
	Beginning Net Assets	26,930.61
	Increase (Decrease) Net Assets	170,823.19
	TOTAL Net Assets	<u>197,753.80</u>
	TOTAL LIABILITIES AND NET ASSETS	<u>\$ 229,904.68</u>

Lowell Fire Authority
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the One and One Month Ended July 31, 2021

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
Revenues					
Lowell Township	39,615.13	\$ 39,615.13	158,460.50	\$ 118,845.37	25.00%
Vergennes Township	32,768.23	32,768.23	131,072.92	98,304.69	25.00%
City of Lowell	34,424.65	34,424.65	137,698.58	103,273.93	25.00%
Cost of Recovery Program	1,072.00	1,072.00	1,072.00	-	100.00%
Sale of Old Off Road Vehicle	-	-	-	-	#DIV/0!
Grants	112,500.00	112,500.00	112,500.00	-	100.00%
Interest and Dividends	-	-	-	-	#DIV/0!
Misc. Income	-	-	-	-	#DIV/0!
Total Revenues	\$ 220,380.01	\$ 220,380.01	\$ 540,804.00	\$ 320,423.99	40.75%
Expenditures					
Salaries--Permanent	7,153.85	7,153.85	\$ 69,440.00	\$ 62,286.15	10.30%
Salaries--Temporary	13,504.00	13,504.00	162,200.00	148,696.00	8.33%
Payroll Taxes	1,580.33	1,580.33	17,550.00	15,969.67	9.00%
Worker's Compensation	11,624.00	11,624.00	12,800.00	1,176.00	90.81%
Office Supplies	15.89	15.89	1,000.00	984.11	1.59%
Operating Supplies	4,294.17	4,294.17	33,270.00	28,975.83	12.91%
Fuel	-	-	4,500.00	4,500.00	0.00%
Professional Services					
Legal	234.00	234.00	4,000.00	3,766.00	5.85%
Accounting	500.00	500.00	7,000.00	6,500.00	7.14%
Auditing	3,000.00	3,000.00	4,900.00	1,900.00	61.22%
Biocare	-	-	9,660.00	9,660.00	0.00%
Kent County Fire Assessment	-	-	17,000.00	17,000.00	0.00%
Other	-	-	4,150.00	4,150.00	0.00%
Communications	201.36	201.36	13,717.00	13,515.64	1.47%
Travel Expenses	-	-	2,000.00	2,000.00	0.00%
Insurance	-	-	11,000.00	11,000.00	0.00%
Public Utilities	1,648.83	1,648.83	14,000.00	12,351.17	11.78%
Repair and Maintenance--Buildings	1,075.00	1,075.00	8,900.00	7,825.00	12.08%
Repair and Maintenance--Vehicles	1,046.00	1,046.00	11,475.00	10,429.00	9.12%
Repair and Maintenance--Other	-	-	5,230.00	5,230.00	0.00%
Miscellaneous	-	-	1,500.00	1,500.00	0.00%
Public Education	37.25	37.25	1,500.00	1,462.75	2.48%
Training	712.00	712.00	15,000.00	14,288.00	4.75%
Capital Expenses					
Building Upgrades	-	-	-	-	#DIV/0!
Fire & Rescue Vehicle Equipment	2,930.14	2,930.14	2,930.14	-	100.00%
Fire Vehicles	-	-	-	-	#DIV/0!
TOTAL Expenditures	\$ 49,556.82	\$ 49,556.82	\$ 434,722.14	\$ 385,165.32	11.40%
INCREASE/DECREASE IN NET ASSETS	170,823.19	170,823.19	106,081.86	(64,741.33)	
Beginning Net Assets		\$ 90,409.64	\$ 90,409.64		
Ending Net Assets		\$ 261,232.83	\$ 196,491.50		

Date	Name	Memo	Split	Debit	Credit	Balance
07/02/2021		Deposit	Cost Recovery Income	57,500.00		57,500.00
07/02/2021	American Heart Association		20000 · Accounts Payable		85.00	57,415.00
07/02/2021	Nigel Hefty		20000 · Accounts Payable		138.00	57,277.00
07/02/2021	Nye Uniform		20000 · Accounts Payable		555.00	56,722.00
07/02/2021	Red Creek Waste Services Inc.		20000 · Accounts Payable		40.28	56,681.72
07/05/2021	Consumers Energy	Service Dates: 05.11.2021 to 06.08.2021	68600 · Public Utilities		36.68	56,645.04
07/06/2021	Michigan Municipal League	Invoice 1606206	64200 · Workers Compensation Insurance		9,484.00	47,161.04
07/06/2021	Billing EFT Payment	Billing EFT Payment	67002 · Accounting		500.00	46,661.04
07/07/2021	Direct Deposit	Direct Deposit	1 · Payroll Clearing Account		10,960.34	35,700.70
07/07/2021	Child Support EFT Payment	Child Support EFT Payment	5 · Garnishment Payable		565.24	35,135.46
07/09/2021	Federal Electronic Payment	Federal Electronic Payment-026013575443423	3 · Federal 941		3,759.56	31,375.90
07/13/2021		Deposit	Cost Recovery Income	1,072.00		32,447.90
07/13/2021	Amazon.com	Order #2724227	67202 · R/M Vehicles		53.39	32,394.51
07/13/2021	Behrens	Invoice 1602	67201 · R/M Building		925.00	31,469.51
07/13/2021	EV-UP	Invoice 62221	67202 · R/M Vehicles		47.78	31,421.73
07/13/2021	5 Alarm		69002 · Fire & Rescue Vehicle Equipment		1,249.00	30,172.73
07/13/2021	Bernard's Ace Hardware		20000 · Accounts Payable		85.45	30,087.28
07/13/2021	Lowell Light and Power		20000 · Accounts Payable		407.56	29,679.72
07/13/2021	NAPA Auto Parts		20000 · Accounts Payable		16.07	29,663.65
07/13/2021	Turnout Rental		20000 · Accounts Payable		180.00	29,483.65
07/13/2021	X-Cel Chemical Specialties		20000 · Accounts Payable		272.50	29,211.15
07/13/2021	State of Michigan	State of Michigan-MI Tax Withheld	4 · State Withholding		2,129.81	27,081.34
07/14/2021	Direct Deposit	Direct Deposit	1 · Payroll Clearing Account		1,942.03	25,139.31
07/15/2021		Deposit	Cost Recovery Income	55,000.00		80,139.31
07/16/2021	Adobe		20000 · Accounts Payable		15.89	80,123.42
07/20/2021		Deposit	12000 · Undeposited Funds	39,615.13		119,738.55
07/23/2021	Federal Electronic Payment	Federal Electronic Payment-FD Tax Withheld	3 · Federal 941	0.00		119,738.55
07/27/2021		Deposit	-SPLIT-	67,192.88		186,931.43
07/28/2021	Nye Uniform		20000 · Accounts Payable		920.25	186,011.18
07/28/2021	Direct Deposit	Direct Deposit	1 · Payroll Clearing Account		1,942.01	184,069.17
07/29/2021	5 Alarm	Invoice 208053-1	20000 · Accounts Payable		117.34	183,951.83
07/29/2021	Allied Fire Sales & Service LLC	Invoice 2379	20000 · Accounts Payable		790.78	183,161.05
07/29/2021	Amazon.com		20000 · Accounts Payable		51.73	183,109.32
07/29/2021	Apollo Fire Department		20000 · Accounts Payable		835.08	182,274.24
07/29/2021	Consumers Energy	Service Period 06.09.2021 to 07.08.2021	20000 · Accounts Payable		18.47	182,255.77
07/29/2021	FDIC International		20000 · Accounts Payable		712.00	181,543.77
07/29/2021	IdentiFire Safety	Order #31268	20000 · Accounts Payable		340.72	181,203.05
07/29/2021	J&B Medical Supply	Invoice 7518151	20000 · Accounts Payable		74.00	181,129.05

07/29/2021	Lowell Fire Authority		20000 · Accounts Payable	84.66	181,044.39
07/29/2021	Michigan Chamber Services, Inc.	Invoice 52197	20000 · Accounts Payable	37.50	181,006.89
07/29/2021	Spencer Manufacturing	Invoice 15033	20000 · Accounts Payable	944.83	180,062.06
07/29/2021	Tele-Rad, inc.	Invoice 902638	20000 · Accounts Payable	2,894.25	177,167.81
07/29/2021	United Laboratories	Invoice INV323308	20000 · Accounts Payable	210.00	176,957.81
07/30/2021	Michigan Association of Fire Chiefs		20000 · Accounts Payable	656.00	176,301.81
				220,380.01	44,078.20
					176,301.81

Lowell Area Fire and Emergency Services Authority
Statement of Net Position
August 31, 2021

		<u>ASSETS</u>
		Unrestricted
Current Assets		
	Cash	\$ 155,817.79
	Due from Lowell Township	-
	Due from Vergennes Township	-
	Due from City of Lowell	-
	TOTAL Current Assets	<u>155,817.79</u>
Fixed Assets		
	Furniture and Equipment	-
	TOTAL ASSETS	<u><u>\$ 155,817.79</u></u>
Current Liabilities		<u>LIABILITIES AND NET ASSETS</u>
	Accounts Payable	\$ 665.00
	Accrued Payroll	17,838.27
	Payroll liabilities	4,739.62
Long-Term Liabilities	TOTAL Current Liabilities	<u>23,242.89</u>
Net Assets	TOTAL Long-Term liabilities	<u>-</u>
	Beginning Net Assets	30,097.37
	Increase (Decrease) Net Assets	102,477.53
	TOTAL Net Assets	<u>132,574.90</u>
	TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 155,817.79</u></u>

Lowell Fire Authority
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the One and Two Months Ended August 31, 2021

	Current Month	General Fund Year to date	Budget	Available Balance	% of the budget used
Revenues					
Lowell Township	-	\$ 39,615.13	158,460.50	\$ 118,845.37	25.00%
Vergennes Township	-	32,768.23	131,072.92	98,304.69	25.00%
City of Lowell	-	34,424.65	137,698.58	103,273.93	25.00%
Cost of Recovery Program	-	1,072.00	1,072.00	-	100.00%
Sale of Old Off Road Vehicle	-	-	-	-	#DIV/0!
Grants	-	112,500.00	112,500.00	-	100.00%
Interest and Dividends	17.72	29.06	-	(29.06)	#DIV/0!
Misc. Income	-	-	-	-	#DIV/0!
Total Revenues	\$ 17.72	\$ 220,409.07	\$ 540,804.00	\$ 320,394.93	40.76%
Expenditures					
Salaries--Permanent	4,769.24	11,923.09	\$ 69,440.00	\$ 57,516.91	17.17%
Salaries--Temporary	12,571.64	26,075.64	162,200.00	136,124.36	16.08%
Payroll Taxes	1,326.56	2,906.89	17,550.00	14,643.11	16.56%
Worker's Compensation	-	11,624.00	12,800.00	1,176.00	90.81%
Office Supplies	145.99	161.88	1,000.00	838.12	16.19%
Operating Supplies	370.39	4,979.13	33,270.00	28,290.87	14.97%
Fuel	913.73	1,431.97	4,500.00	3,068.03	31.82%
Professional Services					
Legal	-	234.00	4,000.00	3,766.00	5.85%
Accounting	900.00	1,400.00	7,000.00	5,600.00	20.00%
Auditing	-	3,000.00	4,900.00	1,900.00	61.22%
Biocare	9,249.00	9,249.00	9,660.00	411.00	95.75%
Kent County Fire Assessment	-	-	17,000.00	17,000.00	0.00%
Other	-	-	4,150.00	4,150.00	0.00%
Communications	3,763.36	7,028.35	13,717.00	6,688.65	51.24%
Travel Expenses	1,506.12	1,506.12	2,000.00	493.88	75.31%
Insurance	8,265.00	8,265.00	11,000.00	2,735.00	75.14%
Public Utilities	35.10	1,787.06	14,000.00	12,212.94	12.76%
Repair and Maintenance--Buildings	494.50	1,569.50	8,900.00	7,330.50	17.63%
Repair and Maintenance--Vehicles	-	1,339.94	11,475.00	10,135.06	11.68%
Repair and Maintenance--Other	665.00	665.00	5,230.00	4,565.00	12.72%
Miscellaneous	6.00	12.00	1,500.00	1,488.00	0.80%
Public Education	522.71	634.46	1,500.00	865.54	42.30%
Training	6,500.00	7,962.00	15,000.00	7,038.00	53.08%
Capital Expenses					
Building Upgrades	-	-	-	-	#DIV/0!
Fire & Rescue Vehicle Equipment	11,246.37	14,176.51	2,930.14	(11,246.37)	483.82%
Fire Vehicles	-	-	-	-	#DIV/0!
TOTAL Expenditures	\$ 63,250.71	\$ 117,931.54	\$ 434,722.14	\$ 316,790.60	27.13%
INCREASE/DECREASE IN NET ASSETS	(63,232.99)	102,477.53	106,081.86	3,604.33	
Beginning Net Assets		\$ 90,409.64	\$ 90,409.64		
Ending Net Assets		\$ 192,887.17	\$ 196,491.50		

Type	Date	Name	Memo	Debit	Credit	Balance
Bill Pmt -Check	08/02/2021	Verizon			370.74	-370.74
Check	08/02/2021	Adobe	INvoice 1457253966		119.88	-490.62
Check	08/03/2021	Billing EFT Payment	Billing EFT Payment		500.00	-990.62
General Journal	08/03/2021		Adobe Credit	6.89		-983.73
Bill Pmt -Check	08/04/2021	5 Alarm	Invoice 208061-2		55.28	-1,039.01
Bill Pmt -Check	08/04/2021	Allied Fire Sales & Service LLC	Invoice 2390		701.36	-1,740.37
Bill Pmt -Check	08/04/2021	Bauckham, Sparks, Thall, Seeber & Kaufman	Invoice 6658		234.00	-1,974.37
Bill Pmt -Check	08/04/2021	Canfield Plumbing and Heating	Invoice 24830626		150.00	-2,124.37
Bill Pmt -Check	08/04/2021	Emergency Reporting	Invoice INV2105845		3,716.25	-5,840.62
Bill Pmt -Check	08/04/2021	J&B Medical Supply	Invoice 7544623		18.69	-5,859.31
Bill Pmt -Check	08/04/2021	Lowell Light and Power			484.63	-6,343.94
Bill Pmt -Check	08/04/2021	Nye Uniform			750.90	-7,094.84
Bill Pmt -Check	08/04/2021	Red Creek Waste Services Inc.	Invoice 17R00338		40.28	-7,135.12
Bill Pmt -Check	08/04/2021	Vredevelde Haefner LLC	Invoice 5232		3,000.00	-10,135.12
Bill Pmt -Check	08/04/2021	Lowell Light and Power			84.66	-10,219.78
Bill Pmt -Check	08/05/2021	Michigan Municipal League	Invoice 3844206		2,140.00	-12,359.78
Check	08/06/2021	Direct Deposit	Direct Deposit	10,303.56		-22,663.34
Check	08/06/2021	Child Support EFT Payment	Child Support EFT Payment		385.58	-23,048.92
Check	08/07/2021	Staybridge Suites	49128887		723.06	-23,771.98
Check	08/09/2021	Seaman's			247.25	-24,019.23
Check	08/09/2021	Staybridge Suites			783.06	-24,802.29
Check	08/10/2021	Federal Electronic Payment	Federal Electronic Payment-026013575937481		4,241.20	-29,043.49
Check	08/11/2021	Direct Deposit	Direct Deposit	1,942.01		-30,985.50
Bill Pmt -Check	08/11/2021	City of Lowell - Water Bill	Account Number 2-02215-1 Service Period 06.16.2021 to 0		282.22	-31,267.72
Bill Pmt -Check	08/11/2021	City of Lowell - Water Bill	Account Number 2-02210-2 Service Period 06.16.2021 to 0		805.02	-32,072.74
Bill Pmt -Check	08/11/2021	2 The Rescue	Purchase # 21-19P		750.00	-32,822.74
Check	08/12/2021	Fuel Management System - Pacific Pride			378.05	-33,200.79
Check	08/12/2021	Strategic Accounting & Tax Solutions			400.00	-33,600.79
Check	08/16/2021		Service Charge		6.00	-33,606.79
Bill Pmt -Check	08/20/2021	5 Alarm			2,098.43	-35,705.22
Bill Pmt -Check	08/20/2021	Apollo Fire Department			8,409.85	-44,115.07
Bill Pmt -Check	08/20/2021	Behrens	Invoice 1617		40.00	-44,155.07
Bill Pmt -Check	08/20/2021	Bernard's Ace Harware			189.67	-44,344.74
Bill Pmt -Check	08/20/2021	Betten Baker GMC			65.66	-44,410.40
Bill Pmt -Check	08/20/2021	BHS Insurance	Invoice 42203		8,265.00	-52,675.40
Bill Pmt -Check	08/20/2021	Bio-Care	Invoice 8411		9,249.00	-61,924.40
Bill Pmt -Check	08/20/2021	J&B Medical Supply	Invoice 7558916		180.54	-62,104.94
Bill Pmt -Check	08/20/2021	Kent County Emergency Services Inc.			2,600.00	-64,704.94

Bill Pmt -Check	08/20/2021	Nye Uniform	Invoice 783731	56.45	-64,761.39
Check	08/20/2021	USPS	Order #408	33.00	-64,794.39
Check	08/21/2021	Bernard's Ace Harware	Invoice 1074308	887.94	-65,682.33
Check	08/25/2021	Direct Deposit	Direct Deposit	1,942.03	-67,624.36
Bill Pmt -Check	08/26/2021	AT&T	Invoice 287309040901X08132021	47.11	-67,671.47
Bill Pmt -Check	08/26/2021	Life EMS Ambualance of Grand Rapids	Run Number 21-142162	3,900.00	-71,571.47
Bill Pmt -Check	08/26/2021	Seaman's	Invoice 113627	247.25	-71,818.72
Check	08/26/2021	Fuel Management System - Pacific Pride		535.68	-72,354.40
Check	08/27/2021	Ace Mascot	Order #6976284	522.71	-72,877.11
Deposit	08/31/2021		Interest	17.72	-72,859.39
				24.61	72,884.00
					-72,859.39



ESTIMATE

#0040034

From: Absolute Concrete Coatings

2111 Pine Ridge Dr. Suite B
Jenison, MI 49428
616.466.7700
www.absoluteconcretecoatings.com

DRAFT

Bill To: Shannon Witherell

315 South Hudson Street Southeast, Lowell,
MI, USA

Amount:

\$25,810.00 USD

Expiration Date:

09/30/2021

Item	Price	Quantity	Tax	Total
Floor Coatings System	\$7.00	930		\$6,510.00
Verticals 0 - 6"	\$6.00	260		\$1,560.00
Removal - Old Flooring System	\$10.00	930		\$9,300.00
Repair & Prep	\$8.00	930		\$7,440.00
Incidentals	\$1,000.00	1		\$1,000.00
Subtotal				\$25,810.00 USD
Grand Total				\$25,810.00 USD

Notes:

This job includes the following area: foyer, hallway, both men's and women's bathrooms and lockers. The old tile and grout will need to be demo'ed, any cracks filled and concrete prepped before new product can be installed. There is a \$1000 contingency built into this proposal for incidentals with regards to the concrete once the old tile is taken up. This money will be taken off the balance due at completion if it is not needed. Customer will need to specify the color of new concrete coating system. Specialty colors to match the fire department are available upon request.

Terms & Conditions:

Michigan law states that the signer of this contract has a 3 day right to rescind and to receive a full refund of deposit. Cancellation after that 3 day period will forfeit any and all monies paid as a deposit.
Weather permitting we will arrive on location and provide the service explained at your estimate.
Please understand that if you are having an exterior coating done and there is a chance of rain, we will reschedule due to our no rain policy.
Penntek Industrial coatings offers a 15 year warranty on materials and workmanship.
At Absolute Concrete Coatings, we provide superior products that adds functionality and safety to every space we coat. We are so confident in our products that we offer an exclusive lifetime warranty to protect your investment for years to come.
Our warranty covers no chipping, cracking, peeling, delamination, hot tire pick up and ZERO UV fade.
The only problems not covered by warranty are substrate issues such as cracks from underneath, slab shifting/dropping, or any unforeseen substrate issues below our installed system.

NEXT LEVEL COATINGS

Epoxy Flooring - Decorative Concrete Overlays - Epoxy Countertops
Concrete Sealing - Concrete Repair - Basement Waterproofing

Purchase Agreement - Invoice

Invoice #

DATE 8/3/2021

Next Level Coatings LLC
6722 Sayles Road
Saranac MI 48881
Rob Hardy (616) 902-3413
Matt Batchelor (616) 293-0744
nextlevelcoatingsllc@gmail.com
www.next-levelcoatings.com

CUSTOMER

Lowell Fire Station
Att;Shannon Witherell

DESCRIPTION	UNIT PRICE	QTY SQ FT	TAXED	AMOUNT
Install Flake cove system	12.00	253		3,036.00
Grind/Epoxy base with flake broadcast/Polyaspartic Top coat.	6.00	1059		6,354.00
				-
				-
				-

☐ M.V.T has been explained to me. Perform a M.V.T. test? ☐ Yes ☐ No Initials _____

TERMS AND CONDITIONS

Terms: 50% of the total specified on this invoice is due upon signing this agreement. We will not start work until this agreement is signed and we have collected 50% of the total amount due. The remaining 50% of payment is due upon completion of work. Nonpayment of invoice will result in a lien against the installation property. All special requests must be clearly indicated on this purchase agreement. Next Level Coatings will only perform work agreed upon invoice. Weather conditions may effect schedule installation date. Homeowner association approval for the installation of the coating is the customer's responsibility. Next Level Coatings makes no warranty against substrate cracks or the return of repaired cracks. Pre-existing cracks, joints, or damaged areas may be visible after job is complete. We are not responsible for bubbles in the coating caused by vapor drive, hydrostatic pressure, or moisture mitigation. We are not responsible for bugs and animals that may become entrapped while project is curing. Not responsible for water damage from roof leaks, leaking pipes, receptacles, or any faulty seals such as but not limited to doors and windows. Not responsible for unauthorized entry from someone not respecting non-entry markings such as caution tape, cones, or signs. We are not responsible for paint lift caused by masking materials on painted surfaces. (We only use the best recommended tape on the market for masking purposes, if you have something you would prefer us to use, please have it available when the project starts). Next Level Coatings is not responsible for the condition of the original concrete. The purchaser is responsible to supply a 110 volt electrical outlet, a dumpster for debris, a temperature of 68 degrees or greater to ensure cure times, and adequate lighting in the work area. The purchaser agrees to the terms and conditions on this purchase agreement. Payments made are non-refundable. **Please make checks payable to: Next Level Coatings LLC. Payment by credit card will result in a 3% processing fee.**

Customer Acceptance (sign below):

(Signature) _____ (Date) _____

(Print Name) _____

Subtotal \$ 9,390.00
Taxable \$ -

Tax due \$ -
Other \$ -
TOTAL \$ 9,390.00

Thank You For Your Business!



NEXT LEVEL COATINGS

Epoxy Flooring - Decorative Concrete Overlays - Epoxy Countertops
Concrete Sealing - Concrete Repair - Basement Waterproofing

Purchase Agreement - Invoice

Invoice #

DATE 8/3/2021

Next Level Coatings LLC
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Rob Hardy (616) 902-3413
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nextlevelcoatingsllc@gmail.com
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CUSTOMER

Lowell Fire Station
Att:Shannon Witherell

DESCRIPTION	UNIT PRICE	QTY SQ FT	TAXED	AMOUNT
Remove tile base	5.00	253		1,265.00
Install Flake cove system	12.00	253		3,036.00
Remove tile floor	3.00	1059		3,177.00
Grind/Epoxy base with flake broadcast/Polyaspartic Top coat.	6.00	1059		6,354.00
				-
				-

☐ M.V.T has been explained to me. Perform a M.V.T. test? ☐ Yes ☐ No Initials _____

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Customer Acceptance (sign below):

(Signature) _____ (Date) _____

(Print Name) _____

Subtotal \$ 13,832.00

Taxable \$ -

0.000%

Tax due \$ -

Other \$ -

TOTAL \$ 13,832.00

Thank You For Your Business!





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

Wednesday, October 06, 2021

Fire Authority Board:

We responded to 83 total incidents for the month of September. We also responded to assist Cascade Fire on a house fires and responded to a small kitchen fire in the City of Lowell.

We have responded to 761 total requests for service to date in 2021, an increase of 176 calls over the same time frame in 2020.

We responded to 4 Med 3 responses in September.

Our annual open house is going to be combined with a Halloween event and will be held October 30th at 5:00 pm. We raised around \$2500.00 in cash and donations for this event and media releases are underway.

Chicken BBQ was a great success, we sold out on Saturday and nearly sold out on Sunday.

Our annual Holiday banquet/ Awards night is scheduled for December 11th from 6pm -9pm, Saladino Smoke BBQ has been booked for the catering. Board members are invited and welcomed to attend.

Engine 3 is out of service for final crash repairs. A new battery was needed for the Chief truck and was covered under warrantee.

The ladies of LAFD will be out on the Riverwalk during the Ladies Night Out event and are also profiled in some of the Chamber marketing for this event.

Our Social Media will have a new post daily throughout all of October covering all kinds of fire prevention topics.

Deputy Chief Velzen, Captain Donahue, and I attended a one-day leadership seminar put on by Michigan Association of Fire Chiefs. This was a great day of networking and learning.

We have started installing Smoke and Co alarms once again.

Firefighter Nicole Witherell has announced that she will be resining her position of Firefighter as of October 31th after 15 years with the department. She has served as our Department Health and Safety Officer for the last 5 years on top of her duties as a firefighter/ Paramedic.

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 Dept.

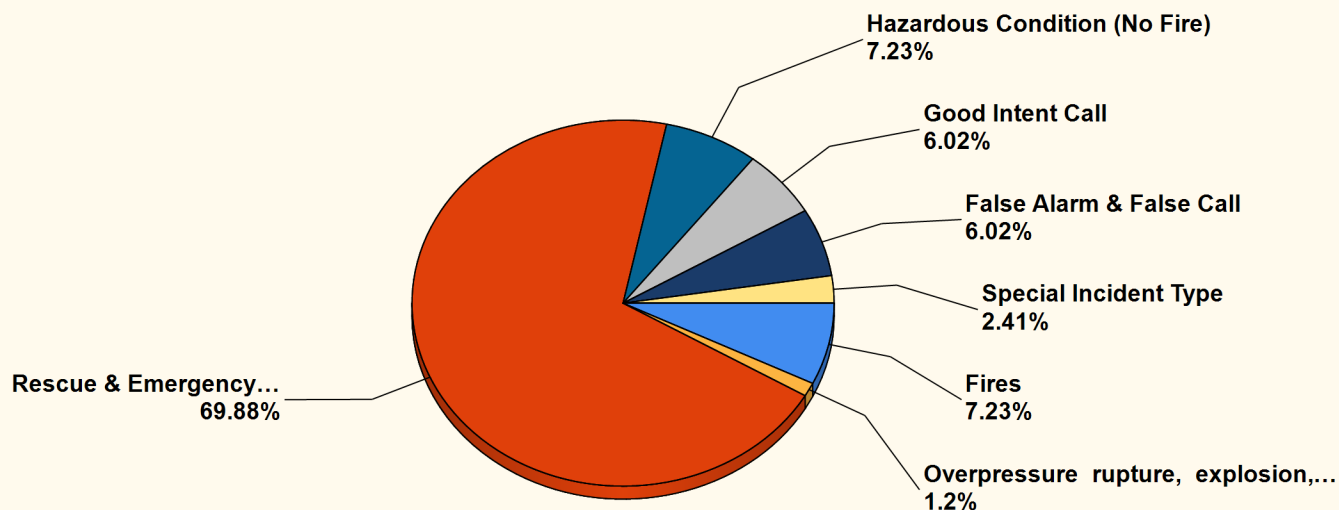
Lowell, MI

This report was generated on 10/5/2021 8:45:07 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2021 | End Date: 09/30/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	7.23%
Overpressure rupture, explosion, overheating - no fire	1	1.2%
Rescue & Emergency Medical Service	58	69.88%
Hazardous Condition (No Fire)	6	7.23%
Good Intent Call	5	6.02%
False Alarm & False Call	5	6.02%
Special Incident Type	2	2.41%
TOTAL	83	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	2.41%
118 - Trash or rubbish fire, contained	1	1.2%
141 - Forest, woods or wildland fire	1	1.2%
150 - Outside rubbish fire, other	1	1.2%
154 - Dumpster or other outside trash receptacle fire	1	1.2%
242 - Blasting agent explosion (no fire)	1	1.2%
321 - EMS call, excluding vehicle accident with injury	56	67.47%
322 - Motor vehicle accident with injuries	2	2.41%
444 - Power line down	6	7.23%
611 - Dispatched & cancelled en route	4	4.82%
651 - Smoke scare, odor of smoke	1	1.2%
700 - False alarm or false call, other	1	1.2%
711 - Municipal alarm system, malicious false alarm	1	1.2%
744 - Detector activation, no fire - unintentional	1	1.2%
745 - Alarm system activation, no fire - unintentional	2	2.41%
900 - Special type of incident, other	1	1.2%
911 - Citizen complaint	1	1.2%
TOTAL INCIDENTS:	83	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Lowell Area Fire Dept.

Lowell, MI

This report was generated on 10/6/2021 1:52:47 PM



Incident Count with Man-Hours per Zone for Date Range

Incident Type(s): All Incident Types | Start Date: 09/01/2021 | End Date: 09/30/2021

ZONE	INCIDENT COUNT	MAN-HOURS
Cascade - Cascade TOWNSHIP	2	27:45
City of Lowell - City	33	63:43
Lowell Township - Lowell Township	31	51:45
Vergennes Township - Vergennes Township	17	38:45
TOTAL	83	181:58

Lowell Area Fire Dept.

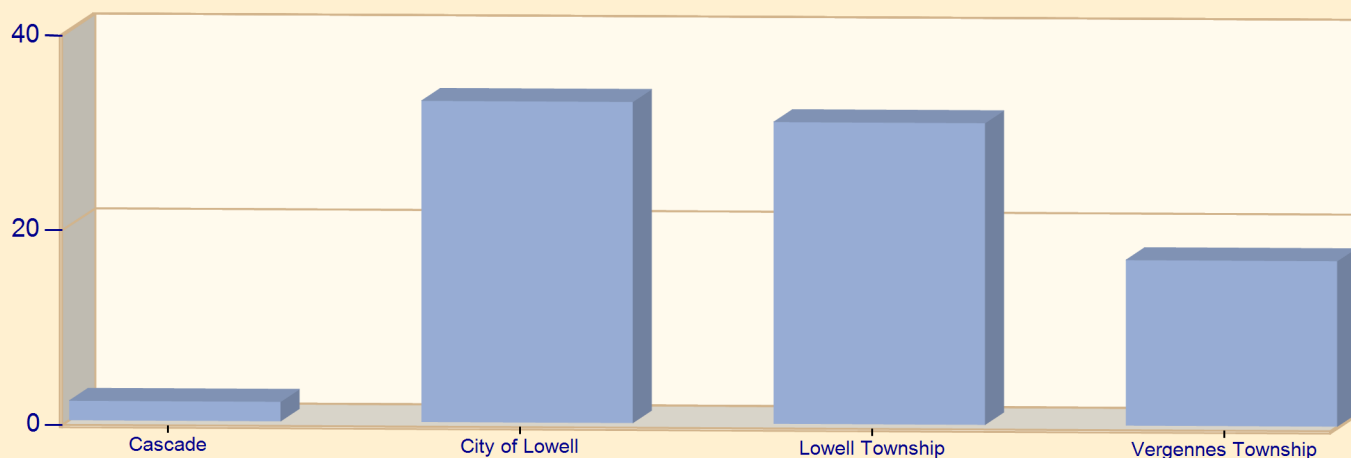
Lowell, MI

This report was generated on 10/5/2021 8:56:46 AM



Incident Type Count per Zone for Date Range

Start Date: 09/01/2021 | End Date: 09/30/2021



ZONES	INCIDENT TYPE	COUNT
Cascade - Cascade TOWNSHIP		
	111 - Building fire	1
	444 - Power line down	1
	<i>Total Incidents for Cascade - Cascade TOWNSHIP:</i>	2
City of Lowell - City		
	111 - Building fire	1
	154 - Dumpster or other outside trash receptacle fire	1
	321 - EMS call, excluding vehicle accident with injury	24
	322 - Motor vehicle accident with injuries	2
	444 - Power line down	1
	611 - Dispatched & cancelled en route	1
	744 - Detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	1
	900 - Special type of incident, other	1
	<i>Total Incidents for City of Lowell - City :</i>	33
Lowell Township - Lowell Township		
	118 - Trash or rubbish fire, contained	1
	321 - EMS call, excluding vehicle accident with injury	22
	444 - Power line down	3
	611 - Dispatched & cancelled en route	3
	651 - Smoke scare, odor of smoke	1

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.



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ZONES	INCIDENT TYPE	COUNT
	700 - False alarm or false call, other	1
	<i>Total Incidents for Lowell Township - Lowell Township:</i>	<i>31</i>
Vergennes Township - Vergennes Township		
	141 - Forest, woods or wildland fire	1
	150 - Outside rubbish fire, other	1
	242 - Blasting agent explosion (no fire)	1
	321 - EMS call, excluding vehicle accident with injury	10
	444 - Power line down	1
	711 - Municipal alarm system, malicious false alarm	1
	745 - Alarm system activation, no fire - unintentional	1
	911 - Citizen complaint	1
	<i>Total Incidents for Vergennes Township - Vergennes Township:</i>	<i>17</i>
Total Count for all Zone:		83

Zone information is defined on the Basic Info 3 screen of an incident.
Only REVIEWED incidents included.

