

**CONTRACT FOR FIRE DEPARTMENT SERVICES
BETWEEN THE
CITY OF FRANKFORT
AND
CRYSTAL LAKE TOWNSHIP**

This contract is made on this 1st day of April, 2024, between the City of Frankfort (City), a Michigan municipal corporation located in Benzie County, and Crystal Lake Township, (Township), also located in Benzie County.

1. RECITALS

The City owns and operates a fire department (Department), and the Township has requested that this Department extend service to the Township. The City has agreed to extend such service on the terms and conditions set forth below. Therefore, pursuant to MCL 41.801 and MCL 41.810, the City and Township agree as follows:

2. BASIC AGREEMENT

The City shall furnish to the Township, upon a call from a resident, property owner, or authorized representative of the Township, Department service for the protection of buildings and property within the Township. The number of Department firefighters and the number and types of Department firefighting equipment and vehicles responding to such calls shall at all times be within the discretion of the City Fire Chief or designated representative.

3. SIMULTANEOUS OR MULTIPLE FIRES; OTHER EMERGENCIES; PRIORITIES; HOLD-HARMLESS CLAUSE

If two or more calls for Department service are received simultaneously, or if a call for Department service is received during a response to a previous call for service or during the actual fighting of any fire, the City Fire Chief or designated representative shall assign priority service to calls within the City limits. In accordance with this priority, the City Fire Chief or designated representative may recall firefighters or fire apparatus for service within the City. When multiple calls for service do not require the application of this municipal priority, the City Fire Chief or designated representative shall have sole discretion as to the priority of such calls, including the timing and degree of personnel and apparatus response.

It is agreed by the City and Township that neither the City Fire Chief, the City, nor any City agent or employee, shall be liable to the Township or any resident or property owner thereof, for property damage or personal injury arising out of the manner in which Department service is allocated to multiple calls or emergencies.

4. COMPENSATION FOR SERVICE; FORMULA FOR DETERMINING COMPENSATION

For twelve months of fire department service, the Township shall pay the City the sum of One-hundred and Ten Thousand, One-Hundred and Eight-seven Dollars (\$110,187.00) in quarterly installments beginning April 1, 2024. This sum is non-refundable and shall be considered fully earned upon execution of this Agreement.

This sum was calculated using the following formula adopted by the Fire Advisory Board:

- A. Population Factor. The populations (according to the 2020 decennial census) of all participating governmental units* were totaled, and each unit's percentage of that total population was calculated to four decimal places.
- B. SEV Factor. All participating governmental units' weighted SEVs (improved properties were weighted twice as much as Unimproved properties) from the previous calendar year were totaled, and each unit's percentage of that total was calculated to four decimal places.
- C. Usage Factor. The total number of fire calls by all participating governmental units for the three previous calendar years was totaled, and each unit's percentage of that total was calculated to four decimal places.
- D. Contract Amount Calculation. Each individual participating governmental unit's three factors -- population, SEV, and Usage -- were totaled and then multiplied by 33.33%. The City's fire department budget for the current fiscal year will then be multiplied by this product to yield the amount inserted in the first paragraph of this section of the Agreement.

5. ADMINISTRATION

All budgeting, personnel issues, training, equipment and repairs, record keeping, and maintenance will be administered by the City per the approval of the Fire Advisory Board with the concurrence of the Frankfort City Council.

6. FUND BALANCE

It is the understanding of all government agencies that the excess fund balance, if any, remaining at the end of the fiscal year of the City will remain in the fire fund to be utilized for the benefit of the Frankfort City Fire Department.

* "All participating governmental units" includes the City.

7. NON-EXCLUSIVE SERVICE; HOLD-HARMLESS CLAUSE

The Township agrees that the City may contract with other political subdivisions for the purpose of supplying Department service or mutual aid and that neither the execution of nor performance under, any such obligation shall be deemed a breach of this Agreement. If Department service is simultaneously required in the Township and another political subdivision to which the City is obligated to provide Department service, the Township agrees that the City, its agents, and employees, are held harmless for an inadequate or untimely response to a service call within the Township when this inadequate or untimely response is attributable to a call for service from another political subdivision to whom the City is obligated to provide Department service.

8. TERM; EXECUTION OF DUPLICATE

This contract shall commence on this 1st day of April 2024 and shall continue for a period of one (1) year.

The City and Township have executed this Agreement in duplicate by their authorized officers on the dates set forth below.

**CITY OF FRANKFORT
BENZIE COUNTY, MICHIGAN**

Dated: _____

By: _____
JoAnn Holwerda, Mayor

Dated: _____

By: _____
Christine Ward Spence, Clerk

**CRYSTAL LAKE TOWNSHIP
BENZIE COUNTY, MICHIGAN**

Dated: _____

By: _____
Amy Ferris, Supervisor

Dated: _____

By: _____
Judy VanMeter, Clerk

**CONTRACT FOR MEDICAL FIRST RESPONSE SERVICES
BETWEEN THE
CITY OF FRANKFORT
AND
CRYSTAL LAKE TOWNSHIP**

This contract is made on the 1st day of April 2024, between the City of Frankfort (City), a Michigan municipal corporation located in Benzie County, and Crystal Lake Township (Township), also located in Benzie County, Michigan.

1. RECITALS

The City owns and operates a medical first response service as part of its municipal fire department (Department); the Township has requested that this Department extend service to the Township. The City has agreed to extend such service on the terms and conditions set forth below. Therefore, pursuant to MCL 333.20941, MCL 124.3, and MCL 41.801 and 810, the City and Township agree as follows.

2. BASIC AGREEMENT

The City shall furnish to the Township, upon a call from a resident, property owner, or authorized representative of the Township, medical first response service within the Township. The number of medical first responders and the number and type of medical first response equipment and vehicles responding to such calls shall at all times be within the discretion of the City Fire Chief or designated representative.

3. SIMULTANEOUS OR MULTIPLE CALLS; OTHER EMERGENCIES; PRIORITIES; HOLD-HARMLESS CLAUSE

If two or more calls for medical first response service are received simultaneously, or if a call for service is received during a response to a previous call for service or during the actual provision of service, the City Fire Chief or designated representative shall assign priority service to calls within the City limits. In accordance with this priority, the City Fire Chief or designated representative may recall medical first responders and equipment for service within the City. When multiple calls for service do not require the application of this municipal priority, the City Fire Chief or designated representative shall have sole discretion as to the priority of such calls, including the timing and degree of personnel and equipment response.

It is agreed by the City and Township that neither the City Fire Chief, the City, nor any City agent or employee, shall be liable to the Township, any Township resident, or any other person, for damages arising out of the manner in which service is allocated to multiple calls or emergencies.

4. COMPENSATION FOR SERVICE; FORMULA FOR DETERMINING COMPENSATION

For twelve months of medical first response service, the Township shall pay the City the sum of Forty-two Thousand, Four Hundred and Nineteen Dollars (\$42,419.00) in quarterly installments beginning April 1, 2024. This sum is non-refundable and shall be considered fully earned upon execution of this Agreement.

This sum was calculated using the following formula adopted by the Fire Advisory Board:

- A. Population Factor. The populations (according to the 2020 decennial census) of all participating governmental units* were totaled, and each unit's percentage of that total population was calculated to four decimal places.
- B. SEV Factor. All participating governmental units' weighted SEVs (improved properties were weighted twice as much as unimproved properties) from the **previous calendar year** were totaled, and each unit's percentage of that total was calculated to four decimal places.
- C. Usage Factor. The total number of medical first response calls by all participating governmental units for the **three previous calendar years** was totaled, and each unit's percentage of that total was calculated to four decimal places.
- D. Contract Amount Calculation. **Each individual** participating governmental unit's three factors -- population, SEV, and usage -- were totaled, then multiplied by 33.33%. The City's medical first responder budget for the **current fiscal year** will then be multiplied by this product to yield the amount inserted in the fourth paragraph of this Section of the Agreement.

A copy of the complete formula adopted by the Fire Advisory Board for all participating governmental units is attached as Exhibit A.

5. NON-EXCLUSIVE SERVICE; HOLD-HARMLESS CLAUSE

The Township agrees that the City may contract with other political subdivisions for the purpose of supplying medical first response service and that neither the execution of nor performance under, any such obligation shall be deemed a breach of this Agreement. If service is simultaneously required in the Township and another political subdivision to which the City is obligated to provide service, the Township agrees that the City, its agents, and employees, are held harmless for an inadequate or untimely response to a service call within the Township when this inadequate or untimely response is attributable to a call for service from another political subdivision to whom the City is obligated to provide service.

* "All participating governmental units" including the City.

6. TERM; EXECUTION OF DUPLICATE

This contract shall commence on April 1, 2024, and shall continue for a period of one (1) year.

The City and Township have executed this Agreement in duplicate by their authorized officers on the dates set forth below.

**CITY OF FRANKFORT
BENZIE COUNTY, MICHIGAN**

Dated: _____

By: JoAnn Holwerda, Mayor

Dated: _____

By: Christine Ward Spence, Clerk

**CRYSTAL LAKE TOWNSHIP
BENZIE COUNTY, MICHIGAN**

Dated: _____

By: Amy Ferris, Supervisor

Dated: _____

By: Judy VanMeter, Clerk