

**LOOKING GLASS REGIONAL FIRE AUTHORITY
7720 W. Grand River Hwy.
Grand Ledge MI 48837**

**Minutes of Looking Glass Regional Fire Authority Meeting
September 17, 2008
6:00 p.m.**

CALL TO ORDER: The meeting was called to order at 6:10 p.m. with The Pledge of Allegiance.

ROLL CALL: Board Members Present: **Therrian, Mitchell, Clark, Crego, and Morris. Adams-absent.** Chief Fabiano was also present.

PUBLIC COMMENT: None

CORRESPONDENCE: **Clark** reviewed a letter from Delta Township thanking LGRFA for responding to a fire on August 13.

AGENDA APPROVAL: **Motion by Morris, seconded by Crego** to approve the agenda as provided. **Motion passed.**

APPROVAL OF MINUTES: **Motion by Morris, seconded by Crego** to approve the regular meeting minutes of August 20, 2008 as presented. **Clark** commented that in those minutes, one of the board members questioned the expenditures for items that were in the capital expenditure category. **Clark** believes that Board member Adams and himself resolved that issue during conversation after the meeting. He will have further conversation with Adams to make sure she agrees with that. **Motion passed.**

Adams arrived at *6:20 p.m.* **Adams** concurred with Clark's statement above.

APPROVAL OF BILLS: **Motion by Adams, seconded by Mitchell** to approve the bills as presented. **Motion passed.**

REPORTS:

Chief's Report:

Fabiano reported that the department has responded to a total of 341 year to date. 110 or 40% are for Eagle Township and 163 or 60% are for Watertown Township. **Fabiano** commented on training that they hosted with Grand Ledge, Delta and DeWitt Township that involved school bus extrication.

Fabiano stated that the building is now 6 years old and many lights are out, things need to be fixed. There is a certified licensed electrician that is part of the fire department that did the electrical work that needed to be done.

Fabiano stated that the interview board met and interviewed three candidates for the position of firefighter/paramedic. All three candidates were within the department and all good candidates. **Fabiano** would like to propose Doug Carr as the new firefighter/paramedic. He has been with the department since the

beginning. **Fabiano** brought him to the Board to be introduced. The Board congratulated him and welcomed him.

Fabiano commented that he received word from Delta Fire that the mutual aid agreement is going through their public safety committee on October 1st and then will go through Delta Township Board for approval.

Chair's Report:

Financial Review- **Clark** reported that it looks like they will be between \$9,600 and \$11,600 under budget. **Clark** spoke with the health care provider to try to get a feel for where the market is on that. He will have comments on that at the next meeting. **Clark** stated that they have started to send out rfps for liability insurance. **Clark** provided a letter explaining how he arrived at the cost of a vehicle within the budget.

Equipment Committee Update-**Fabiano** stated that the equipment committee needs to set a meeting date.

Personnel Committee Update- None

PENDING BUSINESS: None

NEW BUSINESS:

1. 2009 Budget Discussion/Action-**Clark** stated that the budget committee met with all of the members present. He provided a new draft budget with the main change being the pay raise for part time employees. The draft budget at this time is \$509,780.00. \$10,100 was added for the part time employees. **Clark** commented on the auto allowance. **Clark** presented the vehicle issue to the budget committee in terms of leasing or purchasing a utility vehicle because while mileage is one way to do it, he felt that establishing an amount based on a fraction of the lease or purchase cost was a better method at least from the stand point of establishing a budget. **Clark** provided the arithmetic and the explanation of what the vehicle is in order to establish that amount of money. Therefore that budget fits whether you pay it to Chief Fabiano or some other employee or purchasing of a vehicle. **Adams** asked about the need for a vehicle. **Clark** responded that they use it for casual use such as running errands, picking up sundries that the department needs as well as to accompany the main fire fighting vehicles to the fires. When the fire is over, they throw all of the hose, boots and gear into that truck to bring back to the department for washing. Many departments such as Delta, DeWitt, Bath and Grand Ledge have these utility vehicles for that use. **Clark** stated that he came up with a rationale for the \$4800 in the budget for vehicle use. **Mitchell** commented that the mileage that you pay is considered the driving and tires, oil, etc. There is nothing built into that other than the excessive other than normal type of wear and tear on the

vehicle usage as it is technically being used as a utility vehicle.

Clark reiterated that he does not have sufficient experience to do an explanation based on mileage. He was able to call Crippen Auto to get a figure on an auto, a figure on insurance. He went to the internet for figures on maintenance. **Clark** stated that he will go to both Township meetings to answer questions if need be.

Therrian asked if insurance wise, the chief is driving to a fire in his personal vehicle and kills someone, who is liable? **Clark** spoke to the insurer and they assured him that LGRFA is covered up to five million dollars. If the vehicle is wrecked, the chief's insurance is the primary. **Motion by Morris**, seconded by **Mitchell** to submit the budget to the townships as submitted. **Motion passed.**

Roll Call: Therrian-yes, Adams-no, Mitchell-yes, Clark-yes, Crego-yes, and Morris-yes

2. Raise for part time employees-**Fabiano** stated that the increase in wages would be for the part time shift workers who are currently making minimum wage at \$7.40. His proposal is to go to \$8.00 per hour which is \$0.60 more per hour, costing approximately \$5,256 more per year. He would also like to increase the training rate which is \$5.00 per hour to \$10.00 per hour, not to exceed 2 hours. This would add \$3,600 to the budget. This would be a total budget increase of \$10,100. **Motion by Morris**, seconded by **Mitchell** to raise the rates for part time firefighters to \$8.00 per hour and the training rate to \$10.00 per hour maximum 2 hours pay. **Motion passed.**

PUBLIC COMMENT-None

ADJOURNMENT- **Motion by Crego**, seconded by **Clark** to adjourn. **Meeting adjourned at 6:55 p.m.**

Date Approved

Ken Mitchell, Secretary