

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

Minutes of Looking Glass Regional Fire Authority Meeting

March 18, 2009

6:00 p.m.

CALL TO ORDER: The meeting was called to order at 6:00 p.m. with The Pledge of Allegiance.

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

PUBLIC COMMENT: **Clark** commented that Wendy Simmons is taking David Morris' place for an undetermined amount of time.

CORRESPONDENCE: Notice from Eagle Township appointing Wendy Simmons as the new representative on the LGRFA.

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

APPROVAL OF MINUTES: **Motion by Adams, seconded by Mitchell** to approve the minutes of February 18, 2009 as presented. **Motion passed.**

APPROVAL OF BILLS: **Motion by Mitchell,** seconded by **Simmons** to approve the bill lists as presented. **Motion passed.**

REPORTS:

Chief's Report:

Chief Fabiano stated that the fire department responded to a total of 36 requests for services in the month of February. 26 were for emergency medical services including 6 motor vehicle accidents. There were 10 miscellaneous calls.

Fabiano stated that they responded to a house fire in Delta Township as automatic mutual aid. **Fabiano** received a letter from Westphalia Township thanking LGRFA for their help in a fire that happened on Wright Road. **Fabiano** stated that Wacousta summer celebration and yard sales requested LGRFA to bring a truck and do blood pressures. There is also a party in the park for Habitat for Humanity that requested LGRFA's presence. **Fabiano** also went to the DeWitt library and read to kindergartners. **Fabiano** stated that there is a pancake breakfast on March 29 from 8 a.m. until noon at Eagle Park Hall. This will be run by the Firefighters Association. They will use to funds raised to make a donation of equipment to the department.

Chair's Report:

Financial Review- **Clark** reported on the financials of LGRFA.

Equipment Committee Update-**Mitchell** stated that they have done extensive research on a truck and provided an ad for the paper. They are going to have a pre-bid meeting for anyone who is interested submitting a bid, for answering questions, etc. **Mitchell** states that they are looking at about \$400,000.00 for purchasing of a truck. **Mitchell** stated that the next step is to have buy in form each Township stating that they agree, understand, etc.

Personnel Committee Update-None

PENDING BUSINESS: None

NEW BUSINESS:

- 1. Discussion/Action on equipment committee recommendations-Adams** commented that when the bid document references Watertown, it should say Watertown Charter Township. **Adams** stated that where it says "contract format (is attached)"-it is not attached. **Simmons** stated that the equipment committee has done great work, providing a great foundation, yet she wondered if it is premature to go the boards before they ascertain that there is no funding available. She knows that Eagle Township Board members will ask if they are sure there is no funding available. **Clark** still feels the township boards are aware of the needs. **Clark** stated that the bid process should take 4-5 weeks and then it should take up to a year to get a truck. **Motion by Adams, seconded by Simmons that the equipment committee's recommendations be referred to Eagle Township and Watertown Charter Township for preliminary approval by the boards of the townships and authorization to begin the bid process to purchase a truck in the approximate amount of \$400,000.00.** **Simmons** stated that she understands the motion; it is not just to begin the bid process but to actually purchase the \$400,000.00 truck, because Adams said to start the bid process and then added to purchase the \$400,000.00 truck. **Simmons** wanted to declare what was being recommended. **Adams** looked at the joint agreement and it stated that "likewise the capital expenditure portion of the proposed budget requires approval of both Eagle and Watertown before it becomes the official capital expenditure budget at the authority and a new capital expenditure budget can't be implemented until both Eagle and Watertown are in agreement as to the new capital expenditure budget." **Adams** stated that certainly a fire truck would be a capital expenditure so what they might want to do is prepare an amended budget and submit it to the townships reflecting that capital expenditure. It would be for the 2010 budget. **Clark** stated the motion is still good and they would also send a letter stating this would become part of the 2010 budget. **Adams** read from the agreement "capital expenditures shall be paid 65% Watertown and 35% Eagle." **Motion passed.**
- 2. Discussion/Action on Clinton County rebanding-Clark** would like to table this as it doesn't need to be acted on for another 2-3 months to allow Simmons to review it. Clinton County rebanding was tabled.

PUBLIC COMMENT-Adams had questions about two things that were attached to the agenda, the MERS information and the Capital Area Emergency Services Consortium

Membership Letter of Agreement. She wondered if they would be talked about. Fabiano said that he put those in as correspondence to review. **Clark** will get a letter to both townships on the Consortium. *Patti Schafer* stated that this is the third year they have had an annual audit and they are doing very well. *Schafer* also asked if the MERS could be calculated, she would like to take it out of last year's budget. *Schafer* commented that there has recently been some contributions made to the fire department on behalf of an Eagle resident who passed away and there have been a few payments that have been mailed to the fire department. There is a line item for contributions and the money that goes to that is actually put in a savings account for future equipment for capital outlay. She would like to make sure that was ok with the board to continue any other donations go in that same line item and that same account for future purchases. **Chief Fabiano** will write thank you letters for any donations. **Adams** was on the LGRFA website and discovered that there wasn't a link to Watertown Charter Township. **Fabiano** stated that that had been corrected and there is now a link to Watertown Charter Township. *Schafer* asked about a problem with the LGRFA sign. **Fabiano** stated that they are researching it. The sign will get fixed.

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

Date Approved

Ken Mitchell, Secretary