

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

**Minutes of Looking Glass Regional Fire Authority Meeting
August 20, 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, Clark, Mitchell, Simmons, Adams and Crego.** Chief Fabiano was also present.

PUBLIC COMMENT: None

CORRESPONDENCE: **Clark** provided correspondence from Delta Dental concerning contract renewal in January.

AGENDA APPROVAL: **Clark** asked that under distribution to townships of excess funds be added under new business. **Motion by Crego, seconded by Adams** to approve the agenda as amended. **Motion passed.**

APPROVAL OF MINUTES: **Motion by Adams, seconded by Mitchell** to approve the minutes of May 20, 2009 as presented. **Motion passed.**

APPROVAL OF BILLS: **Motion by Simmons, seconded by Therrian** to approve the bills as presented. **Motion passed.** **Mitchell asked about the bill for Layton Richardson for the 2008 audit in the amount of \$3,900. It went up by \$400 from the previous year.** Last contract (3 years) 2005, 2006, 2007 \$3,500 each and new contract 2008, 2009 & 2010 will be \$3,900 each.

REPORTS:

Chief's Report:

Chief Fabiano stated that the fire department shingled the Habitat house in Watertown Township. LGRFA also hosted a successful car wash. The Garden Club met at LGRFA and because they were allowed to meet there, they said LGRFA would be their first venture for a garden. **Adams** asked if there was a policy about what groups are allowed to use the fire authority. She recommends that one be created. **Clark** stated that during the original planning of the department, the idea was that the community would be able to use the fire station. He agrees that there should be a policy. **Adams** will add it to the next Policy and Personnel meeting.

Chair's Report:

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

Potential shared service update-**Clark** stated that they are talking to other

townships trying to get enough data to submit to the board and the townships to see if there is any way of combining, contracting or sharing services with other fire departments to save costs. This is only an exploratory operation.

2010 Budget-**Clark** would like to submit it to the townships.

Equipment Committee Update on Equipment Bid Process- **Mitchell** stated that they met with Bidbridge and several vendors that were hoping to place bids. The sealed spec response is due to LGRFA by Tuesday August 25, 2009. On Thursday September 3, 2009 at 10:00 a.m. at LGRFA is where the electronic bidding will be done.

Personnel Committee Update-**Adams** stated there is a meeting scheduled for September 14, 2009

PENDING BUSINESS:

None

NEW BUSINESS:

1. **Discussion/Action on submitting the 2010 budget to townships-Motion by Adams**, seconded by **Simmons** that the Board forward the 2010 draft budget to Eagle and Watertown Townships for review and approval. **Motion passed.**
2. **Discussion/Action on the 2008 Audit Report**-Schafer commented that the audit went smoothly. **Clark** suggested an ad hoc committee to discuss an outline on how to handle the auditors' suggestions. The committee will consist of Clark, Mitchell, Schaffer and Chief Fabiano.
3. **Discussion on MERS Annual Actuarial Valuation Report**-The percentage of payroll requirement has gone down by about 20%. It is because they are overfunded on their liability. **Clark** will call MERS and discuss the report with them.
4. **Discussion on MERS Health Care Savings Program**-This allows the employee to have a certain amount of money deducted from their paycheck that goes into a savings account that they can use for post employment medical care. The authority had many questions needing to be addressed. This item is tabled and will be added as pending business for the next meeting.
5. **Distribution of Excess Funds to Townships-Motion by Adams**, seconded by **Crego** that the available unrestricted net assets be disbursed to Watertown Township in the approximate amounts of \$27,123 and to Eagle Township in the amount of \$14,604. **Motion passed.**

PUBLIC COMMENT-George Weitzel asked about talks with other departments. **Clark** stated that other communities have initiated some talks and LGRFA has initiated some. **Patti Schafer** commented that Fifth Third is charging some service charges. She stated there are numerous banks that are charging maintenance fees, service charges,

etc. **Schafer** is working with Fifth Third to find a way to waive those fees for municipalities. **Schafer** would like the board to think about looking at different banks. **Clark** responded that if she finds a bank that would not charge fees, the board would like to hear about it.

ADJOURNMENT- Motion by Simmons, seconded by **Crego** to adjourn. **Meeting adjourned at 7:00 p.m.**

Date Approved

Ken Mitchell, Secretary