



GT METRO EMERGENCY SERVICES AUTHORITY

FIRE OFFICE 897 Parsons Road – Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 947-8728 – Website: www.gtmetrofire.org Email: info@gtmetrofire.org

August 24, 2010

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:00 a.m. by Chairman Wayne Kladder at 843 Industrial Circle, Traverse City, MI 49686.

Roll call – 6 members, a quorum

Wayne Kladder, Acme

Glen Lile, East Bay

Chuck Korn, Garfield

Frankie Zarafonitis, Acme

Butch Strait, East Bay

Bob Featherstone, Garfield

ATTENDANCE:

Pat Parker, Chief

Terry Flynn, Asst. Chief/Ops

Meredith Hawes, Public Educator

Robin Ehardt, Accountant

Tony Posey, 1 & 9 Captain

Rob Harvey, Sta 8 Firefighter

Cory Hammond, E-One Rep./Sta 8 Firefighter

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: None

APPROVAL OF AGENDA: **Motion** by Zarafonitis, supported by Lile, to approve the agenda. All ayes. Motion carried.

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES: **Motion** by Strait, supported by Zarafonitis, to approve the July 27, 2010, minutes as e-mailed. All ayes. Motion carried.

FINANCIAL REPORT: Ehardt reported on the Corporate Resolution for the line of credit on the Station 12 construction. This line of credit is for one year only and will be used as a backup only if needed for paying the bills related to Station 12. Parker, Ehardt, and Kladder will be the signors for the line of credit. Any withdrawals from the line of credit must be approved by Board Chair Kladder and one other signor on the account. **Motion** by Lile, supported by Korn, to approve Corporate Resolution 2010-06 with Parker, Ehardt, and Kladder as the signors. Withdrawals must be approved by Board member Kladder and one other signor. Roll call: Zarafonitis, yes; Lile, yes; Strait, yes; Korn, yes; Featherstone, yes; Kladder, yes. All ayes. Motion carried. Ehardt reported that Metro's money in the checking accounts with Fifth Third exceeds FDIC insured levels. She is in the process of checking out better secured avenues such as mutual funds. Although it is earning small interest right now, it is secured cash. It is also cash liquid, and compliant with Metro's investment policy. See the financial report as presented.



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CLAIMS: **Motion** by Featherstone, supported by Lile, to approve the prepays in the amount of \$214,012.92 (check #5884-5905 with no voided checks) and the regular claims in the amount of \$25,723.47 (check #5906-5951 with one voided check #5859); the prepays for Station #12 in the amount of \$96,119.84 (check #1006 with no voided checks) and the regular claims for Station #12 in the amount of \$14,024.02 (check #1008-1012 with no voided checks). Roll call: Lile, yes; Strait, yes; Korn, yes; Featherstone, yes; Zarafonitis, yes; Kladder, yes. All ayes. Motion carried.

CORRESPONDENCE: Parker reported that we received a grant for \$2500 from the GT Band of Ottawa and Chippewa Indians for the purchase of wildland jumpsuits, but we were denied the Safer Grant. Metro was assigned a mentor from a consulting firm (a government contractor) for the next time we submit a Safer Grant. He also reported on the memo from Chuck Judson (see memo dated August 23, 2010) on the Fire Prevention ordinances. Metro and Rural attorneys are trying to come up with an ordinance that can be used County-wide; if not, Metro will go on its own. Atty Judson will have some draft language for our September board meeting that can be taken back to the Townships.

REPORTS

CHIEF: See Metro Chief Report. Parker reported that the health care committee met to discuss the retirees' health care and the full-time employees' health care benefits. They discussed going to an HSA and possibly another carrier. The 3 township supervisors met with TC's ad hoc committee to discuss fire department regionalization. Parker and Tuller will meet on Monday to discuss areas of operation for each department, and they will take it back to the joint committee. The Strategic Plan went to all three townships, and it will now go to the employees which will then become a working document. Parker also reported on the table top drills at the US Postal Distribution Center and new Tanker 12. He stated that Rural Fire Inspector, Ron Taylor, just resigned, and Bill Sedlacek has to do all inspections and investigations.

ASST. CHIEF/FIRE PREVENTION: See Assistant Chief-FPB Monthly Report and Station 12 Daily Progress Synopsis.

ASST. CHIEF/OPS-TRAINING: See Assistant Chief-OPS Report and September Training Schedule. Flynn reported on the fires for the month.

PUBLIC EDUCATOR: See Fire & Life Safety Public Education Monthly Report. Hawes reported on the Risk Watch Symposium, which is the first one being held in Michigan, and Fire Prevention week which is being held in October. She also reported she has been working with Terry Campbell through the NFPA to prepare for the AFG FEMA Grant that will be opening its application process in October. She was asked to be on the review committee that reads the grants. Hawes reported on the letters she



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has received for support of the funding for the pub ed program. Parker reported that the funding request is in to the County, and he asked that the supervisors take a resolution of support to the township boards. Parker will draft a resolution and send a reminder to put on their agendas.

OLD BUSINESS:

Station 12 Update: Strait reported that things are progressing very well with Station 12 and that the construction committee has received daily reports from Schnaidt. He reported that the issue with Mr. Childs' driveway that was discussed at the last meeting has been completed. The Board needs to approve a change order related to the driveway repair – change order #5 for \$16,022.72. **Motion** by Zarafonitis, supported by Strait, to approve change order #5 on Mr. Child's driveway. Roll call: Lile, yes; Strait, yes; Korn, yes; Featherstone, yes; Zarafonitis, yes; Kladder, yes. Motion carried.

Approval of 2011 Budget – Discussion on going for a 0.15 or 0.3 mil increased budget. Parker will attend the township board meetings to present the 2011 budget. **Motion** by Korn, supported by Strait, to take a recommendation of an increase of 0.3mils to the township boards. Roll call: Strait, yes; Korn, yes; Featherstone, yes; Lile, no; Zarafonitis, yes; Kladder, yes. 5 yes, 1 no. Motion carried.

NEW BUSINESS:

Tanker Bid Award: Parker passed out a spreadsheet on the bid comparisons (see vendor comparison sheet) for the tanker. Not all of the vendors bid by specs so it was more difficult to compare the bids equally. He has to do more research and check references, and therefore cannot make a recommendation today. He will bring back a recommendation at the September meeting.

RFP for Dept Counsel: Parker asked the Board if they wanted us to go out for RFP for counsel. The Board earlier discussed going out every 3-4 years on a non-election year. If there are any changes in counsel, it will take place January 1, 2011. The Board said to go out for RFP for counsel for 2011.

No other business.

PUBLIC COMMENT: Parker introduced Tony Posey, Captain of Station 1. Posey gave a short report.

Meeting adjourned 10:44 a.m.

Chairman Wayne J. Kladder

Assistant Secretary Marcia Schwind