



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

September 28, 2010

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 8:02 a.m. by Chairman Wayne Kladder at 897 Parsons Road, 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

Robin Ehardt, Accountant

Bill Sedlacek Jr., Spencer Mfg.

Cory Hammond, E-One

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: None

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

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES: **Motion** by Zarafonitis, supported by Korn, to approve the August 24, 2010, minutes as e-mailed. All ayes. Motion carried.

FINANCIAL REPORT: Ehardt reported on the financial report and budget amendments. Discussion on tax tribunal cases. Ehardt reported that the 2nd request for the Federal Grant was submitted. **Motion** by Korn, supported by Zarafonitis, to accept the budget amendments. All ayes. Motion carried.

Ehardt reported on Resolution 2010-07 to open accounts through the Bank of Northern Michigan which will give more flexibility to move around the cash. Pat Parker, Chuck Korn, Wayne Kladder, and Robin Ehardt will be signors on the account.

Motion by Zarafonitis, supported by Lile, to accept Resolution 2010-07 with Korn, Kladder, Parker and Ehardt as signors on the account with one board member (Kladder or Korn) to sign all transactions. All ayes. Motion carried.

CLAIMS: **Motion** by Korn, supported by Lile, to approve the prepays in the amount of \$48,244.55 (check #5952-5991 with no voided checks) and the regular claims in the amount of \$28,797.67 (check #5992-6038 with no voided checks). Roll call: Zarafonitis, yes; Lile, yes; Strait, yes; Korn, yes; Featherstone, yes; Kladder, yes. All ayes. Motion carried.



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Motion by Zarafonitis, supported by Korn, to approve the prepays for Station #12 in the amount of \$149,681.50 (check #1013-1017 with no voided checks) and the regular claims for Station #12 in the amount of \$10,144.00 (check #1018-1020 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 on Meredith Hawes being a recipient of the Public Educator of the Year Award, and she was presented the very prestigious award in Lansing (see the Michigan Fire Inspectors Society article on Public Educator of the Year). He also reported that through NFPA we received an award for having the best fire and life safety program in the nation. While at the Society's meeting, Hawes put on a two day seminar on Risk Watch and our program is going to be the model for the whole State. Three more schools in this area have picked up the Risk Watch Program – Courtade, Cherry Knoll and Grand Traverse Academy.

R E P O R T S

CHIEF: See Chief Report. Parker reported he is working on the new tanker, the Metro budget, and funding for public ed. He has attended meetings with the health care committee and the City on regionalization. Metro has applied for another Safer Grant, and Metro Station 11 will be having an open house on October 9th for Fire Prevention Week. Bryan Marrow has been officially designated as the Metro Board alternate for East Bay. Rural Fire Department is changing their boundaries in Whitewater, Union/Kingsley, and Fife Lake which will affect only Metro Station 9.

ASST. CHIEF/FIRE PREVENTION: See Assistant Chief-FPB Monthly Report.

ASST. CHIEF/OPS-TRAINING: See Assistant Chief-OPS Report and October Training Schedule. Flynn reported on the training, the hose testing, and the fires.

PUBLIC EDUCATOR: See Fire & Life Safety Public Education Monthly Report. Parker reported Hawes is busy with the schools and Fire Prevention Week.

OLD BUSINESS:

Sation 12 Update: Strait reported on change order 007 & 008-for pump and controls. The Board said they were ok with the change orders. Parker also reported that they made a second draw from the Feds (see letter from Advantage Design dated 9/3/10).

Approval of 2011 Budget – Ehardt reported on the adjustments for the 2.1 mil budget from the 2.3 mil budget (see 2011 budget-2.1 mil adjustments dated 9/23/10). **Motion** by Strait, supported by Zarafonitis, to approve the 2011 budget. Roll call: Strait, yes; Korn, yes; Featherstone, yes; Lile, yes; Zarafonitis, yes; Kladder, yes. All ayes. Motion carried.



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Approval of Strategic Plan: Discussion. Parker will report quarterly to the Board on the progress of the yearly goals of the strategic plan. **Motion** by Featherstone, supported by Zarafonitis, to adopt the strategic plan as presented. All ayes. Motion carried.

Award Bid for Tanker: Parker introduced Cory Hammond, Rep from E-One; and Bill Sedlacek Jr., Rep from Spencer Manufacturing. Parker reported on the truck bids (see Tanker 12 Bid Comparison sheet). The bids were all over the place and not all of the companies bid per spec. Discussion. The Board said they wanted more complete facts before they could make a decision. **Motion** by Featherstone, supported by Lile, to completely rebid the tanker with strong language regarding meeting our specs. The specs should be in one envelope and the price in another envelope. Roll call: Strait, yes; Korn, yes; Featherstone, yes; Zarafonitis, yes; Lile, yes; Kladder, yes. All ayes. Motion carried. Parker reported Cory Hammond is a Metro firefighter with Station 8 and there may be a conflict of interest. This needs to be addressed.

Health Care Update: Ehardt reported the health care committee has been meeting to discuss the health care. Two of the members suggested that we talk to Susan Nelson from Larkin Group. She met with us and she has been extremely helpful in providing information and suggestions for our retiree health care plan and making changes in our full-time health care plan. At the health care committee meeting we discussed a change of agent and discussed a change in our health care plan. The goal was to lower health care costs but also provide a way for the employees to save money for the future. The committee will bring to the October board meeting a revised retiree health care policy and a recommendation for a change in the full-time health care plan. Parker reported because of the super job Susan Nelson did for us, he would like to change the agent of record from Strategic Employee Benefit Services to the Larkin Group. He will contact Bob Gingras of Northwestern Mutual Financial Network and inform him we will be making this change. **Motion** by Korn, supported by Kladder, to support a change in agent of record for our health care. All ayes. Motion carried.

Enforcement of Fire Prevention Ordinance: Parker reported on the status of the enforcement of the fire prevention ordinance. See memo from Atty Rachel Roe dated 9/22/10. This issue will be put on the agenda for the next meeting.

RFP for Dept Counsel: Parker reported that he contacted Atty Chuck Judson and informed him we were going out for bids. Judson said he wants to continue to be our counsel, and he would be glad to give us a proposal.

NEW BUSINESS:

Driving Simulator Proposal: Parker reported that the Charter Township of Kalamazoo does not have any interest in their driving simulator anymore (see letter dated 8/19/10). In December of 2008, we



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bought into the driving simulator for \$10,000. Therefore, as a partner they want to offer it to Metro along with the tractor. Parker has talked with several other organizations in this area and there is some interested in sharing the costs of using and maintaining the simulator. Discussion. **Motion** by Strait, supported by Featherstone, to purchase the driving simulator from Charter Township of Kalamazoo. Roll call: Featherstone, yes; Zarafonitis, yes; Lile, yes; Strait, yes; Korn, yes; Kladder, yes. All ayes. Motion carried.

No other business.

PUBLIC COMMENT: Strait made a comment about the Craigs List rants and raves issue. Bill Sedlacek Jr. addressed the board regarding the bid process for the tanker. He wanted to make the board aware that when we go out for bids, it may be a tight bid and we might not get many bidders back.

Meeting adjourned 10:03 a.m.

Chairman Wayne J. Kladder

Assistant Secretary Marcia Schwind