



# 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](http://www.gtmetrofire.org) Email: [info@gtmetrofire.org](mailto:info@gtmetrofire.org)

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April 26, 2011

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:04 a.m. by Chairman Wayne Kladder at Station 9, 110 High Lake Road, Traverse City, MI 49686.

## **PLEDGE OF ALLEGIANCE**

Roll call – 6 members, a quorum

Wayne Kladder, Acme  
Chuck Korn, Garfield  
Glen Lile, East Bay

Frankie Zarafonitis, Acme  
Bob Featherstone, Garfield  
Butch Strait, East Bay

## **ATTENDANCE:**

Pat Parker, Chief  
Terry Flynn, Asst. Chief  
Meredith Hawes, Public Educator

Robin Ehardt, Accountant  
Rob Hentschel, County Liaison  
Chuck Judson, Metro Atty.

**PUBLIC COMMENT:** Parker reported that the State Inspector is currently at Station 9 to inspect East Bay Ambulance.

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

**CONFLICT OF INTEREST:** None

**APPROVAL OF MINUTES:** **Motion** by Featherstone, supported by Zarafonitis, to approve the March 22, 2011, minutes as e-mailed. All ayes. Motion carried.

**FINANCIAL REPORT:** See financial report as presented. Ehardt reported that yesterday we received the 4<sup>th</sup> draw for the FEMA grant to reimburse us for Station 12. She also reported that she just received a draft of the audited financial statements, and the auditors will be presenting the results and reports at the May board meeting.

**CLAIMS:** **Motion** by Lile, supported by Strait, to approve the prepays in the amount of \$42,708.66 (check #6605-6646 with no voided checks) and the regular claims in the amount of \$52,554.15 (check #6647-6704 with no voided checks); and the prepays for Station 12 in the amount of \$171,440.09 (check #1066-1072 with no voided checks) and the regular claims for Station 12 in the amount of \$30,811.71 (check #1073-1082 with no voided checks). Roll call: Zarafonitis, yes; Lile, yes; Strait, yes; Featherstone, yes; Korn, yes; Kladder, yes. All ayes. Motion carried.



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**CORRESPONDENCE:** Parker reported on the letter dated 4/6/11 from Heather Jamison, Road Commission, regarding the Cass Road Bridge and his response letter dated 4/13/11.

## REPORTS

**CHIEF:** See Chief Report. Parker reported that the positions for fulltime Captain and 2 fulltime firefighters have been filled -- Mark Shaul was hired for Captain, and Chris Comeaux and Adam Drewery were hired for firefighters. There were 23 excellent candidates and they have been put on a hiring list for two years. The 9-11 artifact arrived at Station 1 on April 8<sup>th</sup>. The ceremony was on a slide show for the board to view during the meeting. A lady who was at the ceremony made a painting from pictures taken that day and is going to allow us to sell copies of it to make money to build the monument. She is not asking for any compensation or royalties from the painting and is giving us full rights to it. The artifact may be in the Cherry Festival parades and Heroes Day this summer. Kladder would like to have it at Acme Township for a week in August. Parker introduced Dr. Larry Stalsonburg who is Metro's new medical director. This Sunday, May 1<sup>st</sup>, is the East Bay Association and Fire Department pancake breakfast at Station 9. The residency program at Station 9 will be started after the pancake breakfast. There are 12 firefighters graduating from the fire academy (FFI&II) on Monday, May 9<sup>th</sup>. Due to the shutdown of the State Police Post in Traverse City, they are asking if we have any available office space or parking space they could use.

**ASST. CHIEF/FIRE PREVENTION:** See Assistant Chief-FPB Monthly Report. Parker reported that Schnaidt is busy finishing up Station 12. He met with Schnaidt about his formal retirement this summer. There is a meeting scheduled for this Thursday with the Fire Prevention staff to discuss the future of the Fire Prevention Bureau.

**ASST. CHIEF/OPS-TRAINING:** See Assistant Chief-OPS Report and May Training Schedule. Flynn reported it has been a busy month with vehicle fires and school lockdowns. They are moving along aggressively on the accreditation process and ISO rating. Curt Holliday is helping to work on the accreditation process. Discussion on the ISO rating.

**PUBLIC EDUCATOR:** See Fire & Life Safety Public Education Monthly Report. Hawes reported on the status of Metro's pub ed program on the local, state, and national level. Business as usual with the three target groups – elderly, young and disabled. The Risk Watch and Remembering When programs are going strong and the outreach to the disabled is just getting developed. Metro will be having more presence at the Cherry Festival this year not only doing the HEAT event for teens, but also giving medals to the local Vets on Heroes Day. Metro will also be helping with the emergency tent and emergency services during the Cherry Festival. Hawes met with the City Fire Chief and the other fire departments in the area to make them aware of the activities and invite them to participate. On the State level, Meredith's involvement with the Risk Watch Train the Trainer last September has made Metro the experts in the State, and she is getting e-mails and calls on a regular basis asking for advice and



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direction. There are three communities in Michigan now who have Risk Watch programs. On the National level, Metro is creating a name for itself with pub ed. We had a video clip on the Home Sprinklers website. Also, Hawes recently attended the Illinois Fire Inspector's Public Education Conference in Galena, Illinois, and that opened some doors for Metro based on what we are doing primarily with the disabled. She was invited to participate in the P.A.R.A.D.E. (Prevention, Advocacy, Resources and Date Exchange) at the National Fire Academy in May of 2011 (all expenses paid). While there we can highlight our resource book for the deaf community that we are going to be using on our trucks and stations and also share some of the things we are doing with public education. She has also been invited to present at the Wisconsin Fire Inspector's Society in November in Green Bay, WI (all expenses paid).

**CHIEF REPORT: TC Project – Present Attorney opinion (closed session)** – Attorney Judson was present and explained that he prepared and circulated to the Board last week a written legal opinion related to the requirements in PA 57 that address adding a service area for fire prevention and enforcement, as well as explaining the requirements related to public documents, and was prepared to discuss his opinion with the Board and answer questions. Attorney Judson also handed out a supplement to his first opinion, and explained that his opinions were subject to an attorney client privilege, and therefore the Board could go into closed session pursuant to Open Meetings Act to review and discuss his opinion with him if so desired. **Motion** by Featherstone, supported by Lile, moved to go into closed session pursuant to MCL 15.268(h) in order to discuss a written attorney opinion with legal counsel pertaining to public records and requirements of Public Act 57 as they apply to fire service contracts, recognizing that the attorney's opinion is subject to the attorney/client privilege pursuant to MCL 15.243(g) and (m). Roll call: Lile, yes; Strait, yes; Featherstone, yes; Zarafonitis, yes; Korn, yes; Kladder, yes. Vote was 6 ayes; 0 opposed. Motion carried. The closed session commenced at 9:42 a.m. The Board then went back into open session at 10:50 a.m. by **motion** of Featherstone/supported by Lile. Roll call: Strait, yes; Featherstone, yes; Korn, yes; Zarafonitis, yes; Lile, yes; Kladder, yes. Vote was 6 ayes; 0 opposed. Motion carried.

***Enforcement of Fire Prevention Ordinance:*** Zarafonitis asked why on pages 5 & 6 - #3404.2.9.5.1 and #3406.2.4.4 the language was identical regarding above-ground tanks. He then excused himself from the meeting. Flynn reported that they came from two different chapters (special operations and above ground tanks) of the code. Discussion on open burning and enforcement. The Fire Prevention Ordinance will be taken back to the Township Boards for review. Lile said he was okay with adopting the 2009 edition of the Code, but he did not like the language in there stating that this Ordinance adopts this edition and all future editions. He said that it needs to come back to the Board for each updated edition. Chairman Kladder said to set up a work session to discuss the ordinance before they take it back to their Township Boards.



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## **OLD BUSINESS:**

**Station 12 Update - Status of Construction:** Parker reported that the inside is 99% done and they are going through the flush-out process as required for the LEED certification. On the outside they are working on the pavers, and they hope to be in by Memorial Day weekend. Holliday was present and gave a short synopsis of his work schedule now. He reported that during part of his shift that he has been ordering and organizing for Station 12. Duty crews have been scheduled to start on May 22 and if the station is not ready by then, they will run Station 12 calls from Station 11. Station 11 and 12 will be sharing the same tones. Holliday also reported they plan on having an open house in July sometime after the Cherry Festival.

**Roofing Bids – Station 11:** Parker had three bids for the roof replacement at Station 11 – Bloxsom, Arrow Roofing, and Springfield. The specs went out for an R value of 54, so he went back to the roofers for an R30 roof using PVC vinyl – Bloxsom came in at \$51,275; Springfield came in at \$60,533; and Arrow Roofing came in at \$57,768. Parker's recommendation was to go with low bid – Bloxsom for \$51,275. **Motion** by Strait, supported by Featherstone, to accept the bid from Bloxsom for \$51,275. Roll call: Lile, yes; Strait, yes; Featherstone, yes; Korn, yes; Zarafonitis, absent; Kladder, yes. Motion carried.

**Attorney Bids:** Parker sent out an RFP for legal counsel and only two bids were received. One was from our current counsel, Smith, Haughey, Rice, and Roegge, and the other bid was from Bethany C. Warner & Assoc. Yesterday Parker, Ehardt, Schwind, and Kladder interviewed Bethany Warner. Kladder recommended that Metro stay with the current attorney. Discussion. **Motion** by Lile, supported by Featherstone, to accept the proposal from Smith, Haughey, Rice, and Roegge for four years. Roll call: Lile, yes; Strait, yes; Featherstone, yes; Korn, yes; Zarafonitis, absent; Kladder, yes. Motion carried.

## **NEW BUSINESS:**

**GIS Intellect Sharing (Discussion):** Parker reported that we have a great working relationship with Ernie, County GIS, and have been going to him for different layers for our mapping program. Dave Lather has been working for us part-time doing all of our GIS and mapping work. He has been doing all of the work on the hydrant data. Ernie would like the hydrant layer from us. Parker asked the Board if it was ok to share this data back and forth. The Board said it was okay, and we did not need anything in writing as long as it was not just sharing one way.

**PUBLIC COMMENT:** None

**Motion** by Featherstone, supported by Korn, to adjourn the meeting at 11:33 a.m. All ayes. Motion carried.

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Chairman Wayne J. Kladder

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Assistant Secretary Marcia Schwind