



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

January 20, 2011

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:03 a.m. by Chairman Wayne Kladder at 897 Parsons Road, Traverse City, MI 49686.

PLEDGE OF ALLEGIANCE

Roll call – 6 members, a quorum
Wayne Kladder, Acme
Chuck Korn, Garfield (excused)
Glen Lile, East Bay
Jeane Blood, Garfield Alternate

Frankie Zarafonitis, Acme (excused)
Bob Featherstone, Garfield
Butch Strait, East Bay
Dorothy Dunville, Acme Alternate

ATTENDANCE:

Pat Parker, Chief
Terry Flynn, Asst. Chief

Robin Ehardt, Accountant
Meredith Hawes, Public Educator

PUBLIC COMMENT: None

APPROVAL OF AGENDA: Add under New Business – Resolution for HSA (Health Savings Account) pretax employee contributions. **Motion** by Featherstone, supported by Lile, to approve the agenda as amended. All ayes. Motion carried.

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES: **Motion** by Dunville, supported by Blood, to approve the December 28, 2010, minutes as e-mailed. All ayes. Motion carried.

FINANCIAL REPORT: See financial report as presented. Ehardt reported that the budget amendments last month approved the transfer out of the General Fund of \$250,000 to \$150,000 but did not approve the transfer into PIF from \$250,000 to \$150,000. **Motion** by Strait, supported by Dunville, to approve the amendment of Line Item 699.100 in the PIF (Public Improvement Fund) for the transfer in from \$250,000 to \$150,000 for the 2010 budget. All ayes. Motion carried. Ehardt reported that in the 2010 Revenue and Expense Report she accrued \$100,000 for tax tribunals which is consistent with the December budget amendments. She also indicated that the auditors will be here the first week of March.

CLAIMS: **Motion** by Lile, supported by Featherstone, to approve the prepays in the amount of \$16,804.67 (check #6327-6345 with no voided checks) and the regular claims-amended in the amount of \$45,682.99 (check #6346-6418 with no voided checks); and the prepays for Station 12 in the amount of \$2,230.70 (check #1043 with no voided checks) and the regular claims for Station 12-amended in the



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MESA MINS/Page 2
January 20, 2011

amount of \$34,461.16 (check #1044-1049 with no voided checks). Roll call: Dunville, yes; Lile, yes; Strait, yes; Featherstone, yes; Blood, yes; Kladder, yes. All ayes. Motion carried.

CORRESPONDENCE:

Parker reported on the Record-Eagle and the Business Journal articles related to the talks between GT Metro Fire Department and Traverse City Fire Department possibly joining. Metro was also on 9&10 News Monday night regarding the same topic.

See the 2010 Juvenile Firesetter Program report.

R E P O R T S

CHIEF: See Chief Report. Parker reported that the Traverse City project is gaining traction. They want to put together a proposal to give to the City. A future meeting is needed with Metro representatives to decide a course of action. Discussion.

Parker reported that the goals for 2011 will be the accreditation, the completion of Station 12, the ISO evaluation this summer, the Metro annual report, and the strategic plan update.

ASST. CHIEF/FIRE PREVENTION: See Assistant Chief-FPB Monthly Report. Parker reported Schnaidt has been busy at Station 12 and everything is going well.

ASST. CHIEF/OPS-TRAINING: See Assistant Chief-OPS Report and February Training Schedule. Firehouse is down so there is no data in his report under the "Calls for the Month of December to date" section. Flynn reported on some fires this month and passed around pictures of these fires. Flynn reported on the Live In Program to help with staffing at Station 9 (see the General Directive-Live In Program). There is a dormitory for 2 people there, and he would like to do a trial period. Lile said to check with our attorney to see if as a landlord and their mail goes to that address, can they be evicted if necessary. Flynn will bring some answers back to the Board.

PUBLIC EDUCATOR: See Fire & Life Safety Public Education Monthly Report. Hawes reported on the Risk Watch training for Cherry Knoll School that was held at Peegeos on Monday. She said they will be working with Central Grade School also. Hawes reported on the Experience Works agreement. We get a volunteer for 20 hours per week paid through Experience Works, and they carry the WC/liability on her. She is not our employee, does not work for us, and we do not create a new position for her. She will volunteer for 9 months to 1 year and then she goes somewhere else. Hawes reported she is to speak on the customized Outreach Program for the Deaf at the Michigan Inspector's Conference in the Fall. She also reported that the 3 year Pub Ed contract with the County is up next year. Parker reported that Rob Hentschel was designated by the County to be the liaison for the Grand Traverse Metro Emergency Services Authority.



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MESA MINS/Page 3
January 20, 2011

OLD BUSINESS:

Station 12 Update- Change Order #12 – Strait said there was no construction committee meeting. There was a revised Change Order #12 that was a deduct of \$5,934.32.

Cherryland Electric USDA Loan for Tanker: Parker reported on the final loan documents for the new truck (see letters and documents from Chuck Judson). The fire trucks under Act 57 of 1988 can only be financed for 6 years, not 10 years. **Motion** by Strait, supported by Lile, to approve the Loan Agreement with Cherryland Electric Cooperative (for 6 years, interest-free), the Promissory Note, and the Security Agreement. Roll call: Lile, yes; Strait, yes; Featherstone, yes; Blood, yes; Dunville, yes; Kladder, yes. All ayes. Motion carried.

Parker reported that all 3 townships need to do a Qualifying Statement for financing through the State of Michigan every year.

Enforcement of Fire Prevention Ordinance: Parker reported they need one more month to set up a Ticket Bureau. They will have a program and ordinance for the February meeting.

NEW BUSINESS:

Resolution for HSA Pretax Employee Contributions: Robin reported on Resolution 2011-1 that allows employees to make pretax contributions into their HSA accounts through payroll deduction. **Motion** by Strait, supported by Dunville, to approve Resolution 2011-1 that allows pretax contributions into HSA accounts through payroll deduction. All ayes. Motion carried.

No other business.

PUBLIC COMMENT: None

Meeting adjourned 10:35 a.m.

Chairman Wayne J. Kladder

Assistant Secretary Marcia Schwind