



# 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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March 22, 2011

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 897 Parsons 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  
Eric Jackson  
Mike Onthank

**PUBLIC COMMENT:** None

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

**CONFLICT OF INTEREST:** None

**APPROVAL OF MINUTES:** **Motion** by Korn, supported by Lile, to approve the February 22, 2011, minutes as e-mailed. All ayes. Motion carried.

**FINANCIAL REPORT:** See financial report as presented.

***Audit Status:*** Ehardt reported the auditors came in the week of March 7<sup>th</sup> and everything went well. They should have a draft within the next few weeks and are planning on presenting at the May Board meeting.

***Budget Amendments:*** Ehardt had some budget amendments relating to the Station 12 grant. **Motion** by Korn, supported by Featherstone, to accept the 2011 budget amendments dated 3/17/11. Roll call: Zarafonitis, yes; Lile, yes; Strait, yes; Featherstone, yes; Korn, yes; Kladder, yes. All ayes. Motion carried.

***First Community Bank – Approval to open account – Corporate Resolution #2011-3:*** Ehardt reported she would like to open a high interest bearing account with First Community Bank – Resolution 2011-3. **Motion** by Lile, supported by Zarafonitis, to approve opening an account at First Community Bank – Resolution 2011-3. Roll call: Lile, yes; Strait, yes; Featherstone, yes; Korn, yes; Zarafonitis, yes; Kladder, yes. All ayes. Motion carried.



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**CLAIMS:** **Motion** by Lile, supported by Featherstone, to approve the prepays in the amount of \$48,690.74 (check #6510-6549 with no voided checks) and the regular claims in the amount of \$50,371.61 (check #6550-6604 with no voided checks); and the prepays for Station 12 in the amount of \$167,702.19 (check #1061 with no voided checks) and the regular claims for Station 12 in the amount of \$10,872.89 (check #1062-1065 with no voided checks). Roll call: Strait, yes; Featherstone, yes; Korn, yes; Lile, yes; Zarafonitis, yes; Kladder, yes. All ayes. Motion carried.

**CORRESPONDENCE:** Parker reported he appointed Larry Stalsonburg as Metro's medical director (see memo to Metro employees dated 3/3/11). Stalsonburg has volunteered to oversee our medical operations. Parker also reported on the letter from Garfield Township dated 3/1/11 regarding the violation of Garfield's zoning ordinance and he apologized to the Garfield representatives. The lights were changed at Station 11 from high pressure sodium to LED due to the Cherryland Electric energy optimization program (Public Act 295) which qualified Metro for a \$4,600 rebate toward the project. This saved Metro @ \$200 p/month on the utility bill. Parker will get a price for switching the lights back to the original lighting. Discussion on updating Garfield's ordinance and Metro Station 11 being the test pilot.

## REPORTS

**CHIEF:** See Chief Report. Parker reported that Metro is currently testing for the Captain's position. The agility and written tests will be held on Saturday, April 2<sup>nd</sup>. They are currently interviewing for the firefighter positions - there are 9 external and 14 internal candidates. Metro received a World Trade Center artifact from September 11<sup>th</sup> and a crew will be going out to pick it up on April 7<sup>th</sup>. A monument will be created in front of the admin office. Christine Stalsonburg has gotten donations from area businesses to cover the cost of the gas for their trip. There will be a 10<sup>th</sup> anniversary memorial service on Sunday, September 11<sup>th</sup> at @ 9:40 a.m. Christine Stalsonburg, through Homes for Heroes, has organized an all expense dinner at the Grand Traverse Resort for the local police, fire, EMS, and military. The new State medical protocols are out and distributed. Parker reported Metro's goals for this summer are the accreditation, ISO evaluation, TC project, strategic plan update, completion of Station 12 in May, and Station 8 land acquisition. Regarding the TC project, Parker is in the process of writing the draft proposal and after it is finished it will be brought to the Metro Board, the City Ad Hoc committee, the City Mayor, and the City Manager. The body for the tanker is built and waiting for the chassis and it should be ready in June. The RFP for counsel was advertised in the local paper and there have been only two requests so far. Parker reported that in the Traverse City Record-Eagle there was an article about revenue sharing monies being available through the State for communities that are looking at regionalizing.

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



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**ASST. CHIEF/OPS-TRAINING:** See Assistant Chief-OPS Report and April Training Schedule. Flynn reported it has been a busy month with 7 vehicle accidents, 1 vehicle fire, 3 house fires, and 26 calls on March 7<sup>th</sup> alone. Station 8 has been getting very busy with at least 2-3 calls per day. Flynn is working on staffing when Station 12 opens up with 8 firefighters on at all times across the district and Station 8 will have a full-time firefighter. The live-in program will be implemented with 1 or 2 firefighters at Station 9. Parker reported that Flynn was asked to teach chemistry in Aberdeen, MD, for the Army Research Laboratory personnel and staff. He was invited to come back again next year to teach.

**PUBLIC EDUCATOR:** See Fire & Life Safety Public Education Monthly Report. Hawes reported she has been in the schools a lot this past month. Central Grade School will be participating in Risk Watch starting in January, and Hawes is trying to get a Risk Watch school in every fire department response area. The Peninsula will be the only one that does not have one. Hawes has been asked by Ronald Farr, the State Fire Marshal, to be a part of the NFPA public education network. She will be working with our area education advisor, Terry Campbell, to coordinate and disseminate information throughout the State in regards to public education, and she will be attending the annual meeting. Hawes gave a demo on the new fire simulator that was recently purchased with a grant.

**OLD BUSINESS:**

***Station 12 Update - Status of Construction:*** Parker reported that he attended the Station 12 update meeting yesterday. The inside of the building is approx 95% done, and they are waiting for the countertops and the alarm system to get updated. They are also waiting for the frost to leave the ground to do the blacktopping and landscaping and to put the pavers down. Metro just found out yesterday that a flush out procedure needs to get done in order to get the LEED certification on the building. The Feds want 30.2 days to do the flush out. This could delay the moving into the building to the end of May or first of June. Discussion.

***Troy's beginning date/synopsis:*** Parker reported that Troy, beginning April 1<sup>st</sup>, will be the third guy on Station 11. He will be working on the Station 12 project trying to get it up and operational, but will work at Station 11 when needed. The two new firefighters will be hired soon depending on whether they are internal or external. There will be two full days of training, April 15<sup>th</sup> & 16<sup>th</sup>, on operating the new station. Kladder stated that the August board meeting that is scheduled at Station #12 might be changed to an earlier date depending on when the new station opens.

***Enforcement of Fire Prevention Ordinance:*** Parker reported that yesterday our attorney and Schnaidt updated the ordinance. Our attorney is working on a draft ordinance for the Townships for review which should be done by tomorrow. They are recommending that the townships be the enforcing agency and Metro run the appeals board. Discussed constable positions at the townships. Parker will send the ordinance electronically to the townships.

**NEW BUSINESS:** None



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Parker reported 30 firefighters and family members had their heads shaved bald during the St. Baldrick's Foundation fundraiser. Chris Comeaux coordinated this event and over \$12,000 was raised.

**PUBLIC COMMENT:** Eric Jackson asked the Metro Board if the Traverse City proposal would go to the Board first or simultaneously to the Metro Board and the City. Parker said it will go to the board first and then go to the mayor and manager as they direct.

**Motion** by Zarafonitis, supported by Featherstone, to adjourn the meeting at 10:11 a.m. All ayes. Motion carried.

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Chairman Wayne J. Kladder

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Assistant Secretary Marcia Schwind