



# 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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July 22, 2014 (CORRECTED MINS)

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

## **PLEDGE OF ALLEGIANCE** - recited

Roll call – 6 members, a quorum

Chuck Korn, Garfield

Glen Lile, East Bay

Jay Zollinger, Acme

Bob Featherstone, Garfield

Beth Friend, East Bay

Paul Scott, Acme

## **ATTENDANCE:**

Pat Parker, Chief

Terry Flynn, Asst. Chief/OPS

Brian Belcher, Asst. Chief/FP

Robin Ehardt, Accountant

Meredith Hawes, Pub Ed

Curt Holliday

Adam Drewery, Lt

Dick Jacobs

Gordie Lapointe, Acme Twp Trustee

## **PUBLIC COMMENT:** None

**APPROVAL OF AGENDA:** **Motion** by Lile, supported by Featherstone, to approve the agenda as emailed. All ayes. Motion carried. A special Metro board meeting was scheduled for Monday, August 4<sup>th</sup> at 9:00 a.m. at the Admin Office.

## **CONFLICT OF INTEREST:** None

**APPROVAL OF MINUTES:** **Motion** by Zollinger, supported by Featherstone, to approve the regular board minutes of June 24, 2014, and the special board minutes of July 1<sup>st</sup> and July 9, 2014, as e-mailed. All ayes. Motion carried.

**FINANCIAL REPORT:** Financial report as presented.

**CLAIMS:** **Motion** by Lile, supported by Korn, to approve the prepays in the amount of \$19,370.54 (check #10623-10650 with no voided checks), and the regular claims in the amount of \$117,178.92 (check #10651-10714 with no voided checks). Roll call: Lile, yes; Zollinger, yes; Korn, yes; Scott, yes; Featherstone, yes; Friend, yes. All ayes. Motion carried.

**CORRESPONDENCE:** None



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July 22, 2014

## REPORTS

**CHIEF:** See Chief Report.

**ASST. CHIEF/OPS-TRAINING:** See Asst. Chief/OPS Report and August training schedule. Flynn reported that he went down to Peoria, Illinois for a conference on the accreditation process.

**ASST. CHIEF/FIRE PREVENTION:** See Asst. Chief/Fire Prevention Report.

**PUBLIC EDUCATOR:** See Fire & Life Safety Public Education report.

### **OLD BUSINESS:**

***Consulting Project Update:*** Parker reported to the Board that he recently met with the Metro staff and he went over some of their findings.

***Approval of Personnel Policy – Policy #40.5:*** Discussion. Motion by Zollinger, supported by Lile, to approve the Personnel Policy – Policy #40.5. All ayes. Motion carried.

### **NEW BUSINESS:**

***2015 Budget -*** Discussion on the budget (see budget packet dated 7/17/14) and the 3 budget scenarios (see page 4 of the packet). **Motion** by Lile, supported by Featherstone, to approve the 2015 millage of 2.2 and to look to the townships for contribution for extra expenditures over revenues. Roll call: Zollinger, yes; Korn, yes; Scott, no; Featherstone, yes; Lile, yes; Friend, yes. 5 yes, 1 no. Motion carried.

Ehardt asked the board to approve the electronic transfer of funds. (See page 15 of the budget packet – Exhibit A – Policy for ACH/Electronic Transfer of Funds). **Motion** by Friend, supported by Korn, to approve Exhibit A- Policy for Automated Clearing House (ACH) Arrangement and Electronic Transactions of Funds, with the Fifth Third Bank \$51,559.65 debt that ends in 2014 being removed from the list after it is paid in full. Roll call: Korn, yes; Scott, yes; Featherstone, yes; Lile, yes; Zollinger, yes; Friend, yes. All ayes. Motion carried.

### ***Review Professional Services - Accountants, Legal, Computers, Waste, Lawn, Snowplowing***

The Board reviewed the list of vendors and the end of their contracts. Discussion. The Board said to bid out cleaning services at some point and bid the legal services in late Fall.

**ANY SUGGESTED AGENDA ITEMS FOR FUTURE BOARD MEETINGS:** None

**PUBLIC COMMENT:** None

There being no objections, Chairperson Friend declared the meeting adjourned at 11:28 a.m.

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Chairperson Beth Friend

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Assistant Secretary Marcia Schwind