



# 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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June 24, 2014

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:01 a.m. by Chairperson Beth Friend at Station 12, 2025 E. Silver Lake Road N, 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

Troy Holliday, Capt.

Mark Shaul, Capt.

Mark Griner, Alpine Electric

Steve Ball, City Fire

**PUBLIC COMMENT:** None

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

**CONFLICT OF INTEREST:** None

**APPROVAL OF MINUTES:** **Motion** by Featherstone, supported by Korn, to approve the May 27, 2014, minutes as e-mailed. All ayes. Motion carried.

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

**CLAIMS:** **Motion** by Korn, supported by Featherstone, to approve the prepays in the amount of \$54,721.89 (check #10535-10568 with no voided checks), and the regular claims in the amount of \$53,217.29 (check #10569-10622 with no voided checks). Roll call: Lile, yes; Zollinger, yes; Korn, yes; Scott, yes; Featherstone, yes; Friend, yes. All ayes. Motion carried.

**CORRESPONDENCE:** See letter from Chief Parker to GT Bank of Ottawa and Chippewa Indians, dated 6/11/14.



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## REPORTS

**CHIEF:** See Chief Report. Parker reported on the LED lighting upgrade for Station 1. The project was given to Alpine Electric and was within the scope of our purchasing policy (see proposals from Alpine Electric and Windemuller).

**ASST. CHIEF/OPS-TRAINING:** See Asst. Chief/OPS Report and July training schedule.

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

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

### **OLD BUSINESS:**

***Consulting Project Update:*** The consultant's report was passed out to the Board members. Friend reported that this report would be on the Metro website right after the meeting and an informational session was scheduled for July 1<sup>st</sup> for the consultant to present the report. **Motion** by Scott, supported by Lile, to accept the Grand Traverse Metro Emergency Services Authority and Traverse City Fire Department report done by ESCI (Emergency Services Consulting International) and to schedule a meeting on Tuesday, July 1<sup>st</sup> for the consultant to present this report. All ayes. Motion carried.

***Approval of Personnel Policy – Policy #40.5:*** Discussion. The Board wanted the policy under “Reporting a Complaint” to define member of management and then bring it back to the next meeting for approval.

### **NEW BUSINESS:**

***2015 Budget:*** See timeline for approving Metro's 2015 Budget. A budget workshop was scheduled for Wednesday, July 9<sup>th</sup> from 9:00-11:00 a.m.

***Approval of Resolution 2014-01- MTP Risk Reduction Grant Program:*** **Motion** by Zollinger, supported by Scott, to approve Resolution 2014-01 – A Resolution to Approve Submitting a Grant Application to the Michigan Township Participating Plan Risk Reduction Grant Program. All ayes. Motion carried.

***Disposition of E-13:*** Parker reported that E-13 has been stripped and is going on the auction site today.

***REVIEW PROFESSIONAL SERVICES - Accountants, Legal, Computers, Waste, Lawn, Snowplowing***  
Friend reported that over the next 6 months the Board will take a dedicated look at each one of these services. The staff will prepare a spreadsheet of when each service is up for renewal.



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

**PUBLIC COMMENT:** None

**EQUIPMENT DEMO:** Holliday did a demo after the meeting of Metro's new Engine 8.

**Motion** by Scott, supported by Korn, to adjourn the meeting at 10:13 a.m. There being no objections, Chairperson Friend declared the meeting adjourned.

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Chairperson Beth Friend

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Assistant Secretary Marcia Schwind