



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

December 22, 2015

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 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-Fire Marshal/FP

Robin Ehardt, Accountant

Mark Shaul, Capt.

Chris Comeaux, Lt.

Andy Doornbos, Lt.

Gary Francisco, Lt.

Nick Lemcool, Lt.

Steve Meek, FF

Charles Starkey, FF

Dr. Stalsonburg

Theo Weber, Rural Fire Chief

Karen Rosa, Long Lake Twp Supervisor

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 Zollinger, supported by Lile, to approve the November 24, 2015 minutes as emailed. All ayes. Motion carried.

FINANCIAL REPORT: Financial report as presented.

Budget Amendments: **Motion** by Zollinger, supported by Featherstone, to approve the budget amendments as presented. Roll call: Lile, yes; Zollinger, yes; Korn, yes; Scott, yes; Featherstone, yes; Friend, yes. All ayes. Motion carried.

Year End Forecast: See December, 2015 Projection as of 11/30/15. Ehardt will have the actual amounts the middle of January.

Approve Resolution 2015-3 for 5/3rd Securities Authorized Signers: **Motion** by Korn, supported by Scott, to approve Resolution 2015-3 for 5/3rd Non-Profit Corporate Authorization for Securities Investments. All ayes. Motion carried.



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CLAIMS: **Motion** by Featherstone, supported by Scott, to approve the prepays in the amount of \$71,432.67 (check #12318-12354 – voided check #12293 – paid membership dues twice) and the regular claims, (amended to include additional regular claims) in the amount of \$128,249.56 (check #12355-12439 – with no voided checks) and ACH Payments in the amount of \$49,950 to pay healthcare deductibles to employees’ HSA accounts. Roll call: Zollinger, yes; Korn, yes; Scott, yes; Featherstone, yes; Lile, yes; Friend, yes. All ayes. Motion carried.

CORRESPONDENCE: See the thank you letter from North Flight EMS dated November 20, 2015 for our assistance with their staffing issues.

See the letter dated 12/10/15 and revised Mutual Aid Agreement from Karen Rosa, Long Lake Township Supervisor. This topic will be discussed later in the meeting.

REPORTS

CHIEF: See Chief Report.

ASST. CHIEF/OPS-TRAINING: See Asst. Chief/OPS Report.

ASST. CHIEF/FIRE MARSHAL: See Asst. Chief/Fire Marshal- Fire Prevention Bureau Report; and Fire and Life Safety Report with attached “Remembering When” data sheet.

OLD BUSINESS:

COST RECOVERY – Mutual Aid Cost Recommendation: Parker reported that Metro will be not be listed on the 1st box alarm but on the second alarm for mutual aid (see memo from Robin Ehardt, Accountant, dated 12/17/15 and draft document 2016 Mutual Aid Charges dated 12/17/15). Ehardt reported on how they came up with the costs for charging. Flynn reported on the box alarms and boundaries (see fire report Jan-Nov 2015). The Chairperson opened the floor up to the Metro firefighters. Lt. Gary Francisco and Lt. Chris Comeaux spoke. The floor was then opened up to other guests and/or fire departments. Rural Chief Theo Weber and Long Lake Twp. Supervisor Karen Rosa spoke. Discussion. Consensus of the board is to be taken off all 1st fire box alarms, and to begin charging on 2nd alarm fires with a minimum charge. Staff is to invoice on a quarterly basis with each neighboring jurisdiction. Staff is to bring to the Board a quarterly update. The Board instructed the Metro staff to bring back a proposal at the January meeting. Discussion.

Bob Featherstone left the meeting.

Motion by Scott, supported by Lile, to approve the recommendation as presented with the following changes: on the second alarm “no charge” will be changed to “\$1000 charge” based on a two hour response. These charges will be invoiced quarterly. Staff to bring to the board a quarterly update. Roll call: Korn, no; Scott, yes; Lile, yes; Zollinger, yes; Friend, no. 3 yes, 2 no. Motion carried.



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Long Lake Twp Mutual Aid Agreement: **Motion** by Scott, supported by Lile, to approve the Mutual Aid Agreement pending review and changes by Metro Atty Haider of contradictory items. Roll call: Lile, yes; Zollinger, yes; Korn, yes; Scott, yes, Friend, yes. All ayes. Motion carried.

EMS Transport Study Update (Discussion): Parker reported on the data that he will be using to prepare his recommendation. He will be bringing a draft back to the January board meeting and if needed a special board meeting will be scheduled in February.

NEW BUSINESS:

Election of 2016 MESA Board Officers:

1. **Chairman/Chairperson:** Opened up for nominations. **Motion** by Scott, supported by Zollinger, to nominate Beth Friend to continue as Chairperson. Korn moved to close nominations and for Friend to unanimously be re-elected as Chairperson. All ayes. Motion carried.
2. **Vice Chairman/Chairperson:** Opened up for nominations. **Motion** by Lile, supported by Scott, to nominate Zollinger for Vice Chairman. No other nominations. Closed nominations. All ayes. Motion carried.
3. **Board Secretary:** Opened up for nominations. **Motion** by Lile, supported by Scott, to nominate Korn for Board Secretary. **Motion** by Zollinger, supported by Friend, to nominate Lile. Closed nominations. All in favor of Korn being Board Secretary - four ayes. Chuck said no. Motion carried and Korn is Board Secretary.
4. **Treasurer:** Opened up for nominations. **Motion** by Zollinger, supported by Scott, to nominate Robin Ehardt to continue as Treasurer. Nominations closed. All ayes. Motion carried.

ANY SUGGESTED AGENDA ITEMS FOR FUTURE BOARD MEETINGS: None

PUBLIC COMMENT: Chief Weber announced that the Rural Admin Office has moved from Vance Road to the Kingsley Fire Station.

There being no objections, the meeting was declared adjourned by Chairperson Beth Friend at 11:25 a.m.

Chairperson Beth Friend

Assistant Secretary Marcia Schwind