



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

November 24, 2015

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:00 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
Tony Posey, Capt.
Mark Shaul, Capt.
Chris Comeaux, Lt.
Andy Doornbos, Lt.

Adam Drewery, Lt.
Gary Francisco, Lt.
Steve Meek, FF
Chris Doornbos, FF
Karen Robinson, East Bay Ambulance
Matt Courtade, East Bay Twp Trustee
Theo Weber, Rural Fire Chief

PUBLIC COMMENT: None

APPROVAL OF AGENDA: Add Par Plan Grant to New Business. **Motion** by Lile, supported by Featherstone, to approve the agenda as amended. All ayes. Motion carried.

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES: **Motion** by Zollinger, supported by Scott, to approve the October 27, 2015 minutes as emailed. All ayes. Motion carried.

FINANCIAL REPORT: Financial report as presented.

Tax Tribunal Update: A large invoice was received from the GT Mall so Metro no longer has a tax tribunal accrual in their budget. Discussion.

CLAIMS: **Motion** by Zollinger, supported by Lile, to approve the prepays in the amount of \$82,220.83 (check #12237-12269 – with no voided checks) and the regular claims in the amount of \$39,930.41 (check #12270-12317 – with no voided checks). Roll call: Lile, yes; Zollinger, yes; Korn, yes; Scott, yes; Featherstone, yes; Friend, yes. All ayes. Motion carried.



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CORRESPONDENCE: See the “Santa Claus is Coming to Town” article in the Record-Eagle. See the letter from Swogger, Bruce & Millar Law Firm dated 11/16/15 and the Mutual Aid Agreement from Long Lake Township. See the “Fireworks – The Silence is Deafening” and the “Position Statement on Consumer Fireworks adopted October 29, 2015.”

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 Youth Fire Setter Year to Date report.

OLD BUSINESS:

Mutual Aid Cost Analysis: See Mutual Aid Cost Analysis dated 11/19/15 and the Cost Recovery Analysis 2014 dated 11/18/15. Discussion. The Metro staff will bring back to the next board meeting a comprehensive billing statement.

Public Comment: Rural Chief Theo Weber spoke to the Board on the history of Long Lake. The Mutual Aid Cost Analysis discussion was tabled until the December meeting.

Architect Contract: See the response memo from Cornerstone Architects dated November 19, 2015 to the Board’s questions raised at an earlier meeting.

NEW BUSINESS:

Approve 2016 Calendar: The December meeting was changed from Tuesday, December 27th, to Tuesday, December 20th, at 9:00 a.m. **Motion** by Lile, supported by Featherstone, to approve the 2016 calendar with the December meeting change. All ayes. Motion carried.

Breathing Air Pacs (SCBA) Purchase: Capt. Posey reported on the Air Pacs (see Metro Fire SCBA Program & History, 2016 SCBA Replacement Plan, 2016 Mask Replacement, and SCBA Purchase 2015 & 2016 options). Discussion. **Motion** by Lile, supported by Featherstone, to purchase all 36 SCBA units under option #3, transfer money from the General Fund to the PIF, and put the old units on Government Surplus to dispose of. Roll call: Zollinger, no; Korn, yes; Scott, no; Featherstone, yes; Lile, yes; Friend, no. 3 yes; 3 no – Motion failed.

Motion by Scott, supported by Zollinger, to purchase all 36 SCBA units under option #2, transfer money from the General Fund to the PIF, and allow Metro to use the best option available for disposal that they can find. Roll call: Korn, yes; Scott, yes; Featherstone, yes; Lile, no; Zollinger, yes; Friend, yes. 5 yes, 1 no. Motion carried.



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Purchase of Needed Fire Prevention Vehicle: See New Fire Prevention Vehicle memo dated 11/17/15 and Vehicle Bids memo dated 11/23/15. Belcher's recommendation was to purchase the 2016 Ford Escape from Fox Motors for \$23,700. Discussion on where funds will come from. **Motion** by Korn, supported by Lile, to accept the Fire Marshal's recommendation to purchase the 2016 Ford Escape from Fox Motors for \$23,700 and to move funds from Health Insurance LI (\$15,000), and Fuel LI (\$10,000) into Vehicle Purchase LI. Roll call: Scott, yes; Featherstone, yes; Lile, yes; Zollinger, yes; Korn, yes; Friend, yes. All ayes. Motion carried.

Fireworks Delegation Agreement: The Board was apprised of the Agreement that is up for renewal between Metro and the State for us to do the inspections on the temporary fireworks tents. The Chairman will sign the Agreement.

Approve New Plan Review Fee Schedule for TC Projects: Belcher reported on the plan reviews for the Traverse City projects. The City will phase in Traverse City Fire Dept doing their own plan reviews but until then Metro will do the plan reviews and permit issuance and TC Fire will do all of the field inspections. Belcher amended our fee schedule to reflect we are not doing those field inspections. He added TC to the 30% reduction in our current fee schedule. Discussion. The Board said to denote on the fee schedule that TC will be doing their own inspections. **Motion** by Scott, supported by Korn, to approve the revised Plan Review, Permit and Inspection Fee Schedule which makes the change of reducing TC fees by 30% due to the fact that we no longer will be doing their inspections and that will be noted in this document. All ayes. Motion carried.

Par Plan Grant (RRGP): Parker reported that he needed a resolution to submit a grant application to the Michigan Township Participating Plan Risk Reduction Grant Program that is due at the end of this month. The request is for an In Fire Truck Video Recorder for \$5,000. Lile said to remove any mention of Workers Comp as that will throw the application out for consideration. **Motion** by Zollinger, supported by Featherstone, to support Resolution 2015-2 -- A Resolution to Approve Submitting a Grant Application to the Michigan Township Participating Plan Risk Reduction Grant Program. All ayes. Motion carried.

ANY SUGGESTED AGENDA ITEMS FOR FUTURE BOARD MEETINGS: None

PUBLIC COMMENT: None

There being no objections, the meeting was declared adjourned by Chairperson Beth Friend at 11:21 a.m.

Chairperson Beth Friend

Assistant Secretary Marcia Schwind