



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 28, 2017

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 Garfield Township Hall, 3848 Veterans Drive, Traverse City, Michigan.

PLEDGE OF ALLEGIANCE - recited

Roll call – 6 members, a quorum
Beth Friend, East Bay
Chuck Korn, Garfield
Jay Zollinger, Acme
Darryl Nelson, Acme Alternate

Glen Lile, East Bay
Lanie McManus, Garfield
Paul Scott, Acme (excused)

ATTENDANCE:

Pat Parker, Chief
Steve Apostal, Asst. Chief/OPS

Brian Belcher, Asst. Chief-Fire Marshal/FP
Robin Ehardt, Accountant

PUBLIC COMMENT: None

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

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES: **Motion** by Nelson, supported by Lile, to approve the October 24, 2017, minutes as emailed. All ayes. Motion carried.

FINANCIAL REPORT: Financial report as presented.

Budget Amendments: **Motion** by Zollinger, supported by Nelson, to approve the budget amendments allocating \$5,000 additional funds to Equipment Repair & Maintenance and decreasing Part-time Administrative Wages by \$5,000. All ayes. Motion carried.

CLAIMS: **Motion** by Friend, supported by Lile, to approve the prepaids in the amount of \$52,991.09 (check#14609-14632); and the regular claims (with no voided checks) distributed with the Board packet in the amount of \$77,768.38 (check #14633-14693) and the claims added after the packet distribution of \$30,292.04 (check #14694-14709) for a Grand Total Regular Claims in the amount of \$108,060.42 (check #14633-14709). Roll call: Lile, yes; Zollinger, yes; Korn, yes; Nelson, yes; McManus, yes; Friend, yes. All ayes. Motion carried.



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CORRESPONDENCE:

See the Cost Recovery Report for October 2017.

See the 2018 Metro Board Meeting Dates with the changes made from the last Board meeting.

R E P O R T S

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 & Life Safety Report.

OLD BUSINESS:

Station Leases – Model Leases –East Bay Lease: East Bay brought the new lease before the Metro Board this month to get approved before the end of the year because they terminated their earlier lease and agreed to the model lease drafted by the department legal counsel. Zollinger said that Acme will be bringing their lease to the Metro Board at the December meeting. Korn said Garfield is still looking at the lease with their attorney. They have some questions regarding the conflict between the leases themselves and our Articles of Incorporation, as well as how the leases change the status between the parties should there be a termination of their relationship. Friend said that East Bay would like to get Metro's approval of their new lease agreement due to their old lease terminating at the end of the year. The Garfield reps said they could not support any motion on East Bay's lease until they meet with their own attorney. They suggested that after Garfield's Dec 12th meeting where they will discuss this issue, Metro should hold a special meeting to discuss the findings. Discussion. Lile asked what happens if East Bay's lease does not get passed by the end of the year. Friend said the Township would have to pay the expenses. **Motion** by Lile, supported by Beth, to approve East Bay Twp's lease agreement with Metro. Roll call: Zollinger, no; Korn, no; Nelson, yes; McManus, no; Lile, yes; Friend, yes. 3 yes, 3 no. Motion failed. Discussion. **Motion** by Lile, supported by Korn, to extend East Bay's lease on a month-to-month basis until such time that the Metro Board decides on the lease. Korn was supporting the motion with the understanding that it was the old lease. Upon finding out it was for the new lease he withdrew his support. Motion dies. They discussed having a special meeting to discuss the leases after the Garfield Twp board meeting on Dec 12th and before the Metro regular board meeting.



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Counsel's Opinion on Budget: Parker reported on Haider's opinion on Metro financing (see Haider's letter dated October 30, 2017). Haider's opinion is consistent with Chuck Judsons. Discussion on what "snapshot" in time should the uniform millage be assessed across. This issue will be put on the Articles of Incorporation list for discussion in the future.

Adoption of Revised Plan Review, Permit and Inspection Fee Schedule: Belcher reported that the fee schedule in the Board packet was the old one, not the new one. He wanted to table this to next month so the proper one will be in the board packet. **Motion** by Zollinger to table until next meeting in December.

Representative to the NorthFlight Quality Improvement & Community Relations Committee: NorthFlight would like to get a member of the Metro Board to sit on the committee which will meet 4 times a year. Korn expressed his interest in this position. **Motion** by Friend, supported by Zollinger, to appoint Chuck Korn as a representative to the NorthFlight Quality Improvement & Community Relations Committee. All ayes. Motion carried.

NEW BUSINESS:

Wage Increase – COLA Analysis: Ehardt reported she did a weighted average using the Consumer Price Index. They would like to propose a 2% COLA for 2018 (see 2017 COLA Analysis for the 2018 Budget). The Board asked Ehardt for a copy of all of the full-time wages. **Motion** by Korn, supported by Nelson, to approve a 2% COLA for 2018. All ayes. Motion carried.

Continuation of Televised Meetings?: Parker reported on the LIAA report from Jan 1, 2017-October 31, 2017 showing the number of views on our website. The cost would stay the same as last year: \$1,400 plus the monthly fees for videotaping the meetings. The Board would like to continue with taping of the monthly meetings. Schwind to check with LIAA about getting a CD of the recorded meetings to archive.

Purchase of New Vehicle: Parker reported we need to replace a Squad and we have \$50,000 in the 2018 budget. We would like to order it in 2017 with payment and delivery in 2018. (See the narrative on the Purchase of a New Vehicle, the 2018 New Squad 8 document with the prices of the three bids, and the actual three bids). The bids were from Grand Traverse Ford \$29,220; Brown Motors \$31,208; and Bill Marsh \$34,277. The recommendation was to purchase a 2018 Ford F250 4x4 Crew Cab from Grand Traverse Ford for \$29,220 for delivery in 2018. **Motion** by Zollinger, supported by Lile, to approve the purchase of a 2018 Ford F250 4x4 Crew Cab from Grand Traverse Ford for \$29,220. All ayes. Motion carried.



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ANY SUGGESTED AGENDA ITEMS FOR FUTURE BOARD MEETINGS: Counsel opinion, Station leases, Plan Review Fee Schedule.

PUBLIC COMMENT: None

There being no objections, meeting was declared adjourned by Chairperson Beth Friend at 10:30 a.m.

Chairperson Beth Friend

Assistant Secretary Marcia Schwind