



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

October 24, 2017

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 Metro Station 1, 843 Industrial Circle, 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 Korn, supported by Nelson, to approve the agenda as emailed. All ayes. Motion carried.

CONFLICT OF INTEREST: None

APPROVAL OF MINUTES: **Motion** by Zollinger, supported by Nelson, to approve the September 26, 2017, minutes as emailed. All ayes. Motion carried.

FINANCIAL REPORT: Financial report as presented.

New Phone System Bids: Ehardt reported on the three phone bids that were received (see Phone System Bid Comparison – 2017, dated 10/17/17). Discussion. **Motion** by Korn, supported by Lile, to purchase the Cloud Based Hosted VoIP Yealink phone system from Anavon. Roll call: Lile, yes; Zollinger, yes; Korn, yes; Nelson, yes; McManus, yes; Friend, yes. All ayes. Motion carried.

CLAIMS: McManus stated that Garfield Twp pays Dan Walters for attending meetings so we should not be paying him also. Check #14558 for \$100 to Walters for attending our meeting should be removed from the claims. **Motion** by Zollinger, supported by Friend, to approve the prepaids in the amount of \$18,061.59 (check#14519-14541 - with voided check #14529 issued for wrong amount); and the regular claims in the amount of \$65,946.18 (check #14542-14595) (minus check #14558 for \$100 to Dan Walters) for the total of \$65,846.18 distributed with Board packet and \$16,302.08 (check #14596-14608) claims added after packet distribution for a grand



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total Regular Claims of \$82,148.26 minus \$100 ck#14558 for a new grand total of \$82,048.26.
Roll call: Zollinger, yes; Korn, yes; Nelson, yes; McManus, yes; Lile, yes; Friend, yes. All ayes. Motion carried.

CORRESPONDENCE:

See the Cost Recovery Report for September 2017.

See the letter from Matt VanDerWende, Physio Control regarding the ReadLink devices. Friend reported that Sue Boyko from NorthFlight contacted her regarding setting up a new subcommittee to the NorthFlight Board and wanted some recommendations. Parker will be meeting with Sue and will bring back more information at the next meeting.

R E P O R T S

CHIEF: See Chief Report. Parker reported that Rural Fire Department will be disbanding at the end of March 2018.

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 --Status: Garfield Twp has the lease on their agenda for their board meeting this evening.

Counsel's Opinion on Budget: Parker reported that he has not received anything from our Attorney yet. Our Attorney has been preparing for trial all week and we should receive something next week.

NEW BUSINESS:

Approval of 2018 Meeting Calendar (change April mtg date (MTA conf) & Dec mtg (holiday).
The Board moved the April 24, 2018 meeting to Tuesday, April 17th; and the December 25th meeting to Tuesday, December 18th. The meeting time will stay the same. **Motion** by Lile, supported by Nelson, to approve the 2018 meeting calendar with the two changes to April 17th and December 18th.

Approval of Metro Auditor: Ehardt reported on the audit bids (see Metro's Audit Firm Recommendation sheet). Metro's recommendation was to award the audit contract to Stevens, Kirinovic & Tucker for \$7,200. Discussion. **Motion** by Zollinger, supported by Korn, to go



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with Rehmann for \$8,000 for the 2017 audit with the option that if happy with their service to go for four more years. All ayes. Motion carried.

Fire Prevention Ordinances/Fire Prevention Fee Schedule: Belcher reported that the Ordinances were an update to the 2015 International Fire Code. The Ordinances will go to the three Townships for approval. The GTMESA Board does not approve the Ordinances; they only approve the fee schedule. He went over the changes in the Ordinance and the Board suggested making a change to the Exception (105.6.45 Exception 3) on page 3 by rewording it for clarity. On the fee schedule Belcher will remove the City of Traverse City since they do their own permits/inspections. The Board said to keep the fees on the fee schedule the same.

ANY SUGGESTED AGENDA ITEMS FOR FUTURE BOARD MEETINGS: None other than the ongoing issues.

PUBLIC COMMENT: None

EQUIPMENT DEMO: The equipment demo was held at the end of the board meeting.

There being no objections, meeting was declared adjourned by Chairperson Beth Friend at 10:33 a.m.

Chairperson Beth Friend

Assistant Secretary Marcia Schwind