



# 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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March 27, 2018

The regular meeting of the Grand Traverse Metro Emergency Services Authority was called to order at 9:00 a.m. by Chairman Jay Zollinger at East Bay Township Hall, 1965 Three Mile Road, Traverse City, Michigan.

## **PLEDGE OF ALLEGIANCE** - recited

Roll call – 6 members, a quorum

Beth Friend, East Bay

Jay Zollinger, Acme

Chuck Korn, Garfield

Glen Lile, East Bay

Darryl Nelson, Acme

Dan Walters, Garfield

## **ATTENDANCE:**

Pat Parker, Chief

Steve Apostal, Asst. Chief/OPS

**PUBLIC COMMENT:** None

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

**CONFLICT OF INTEREST:** None

**APPROVAL OF MINUTES:** Stand approved unless there are any changes.

**FINANCIAL REPORT:** Financial report as presented. See 2018 Township Receipts Reconciliation Report dated 3/19/18. Parker reported that Rehmann, Auditors, came in for two days. They will do their presentation at the April Board meeting.

**CLAIMS:** **Motion** by Lile, supported by Nelson, to approve the prepays in the amount of \$34,407.06 (check#15035-15055 with no voided checks); and the regular claims (with no voided checks) distributed with the Board packet in the amount of \$28,763.59 (check #15056-15114) and the claims added after the packet distribution of \$38,736.06 (check #15115-15128) for a Grand Total Regular Claims in the amount of \$67,499.65 (check #15056-15128). Roll call: Korn, yes; Walters, yes; Lile, yes; Friend, yes; Nelson, yes; Zollinger, yes. All ayes. Motion carried.

## **CORRESPONDENCE:**

See the Cost Recovery Report for February 2018.

## **R E P O R T S**

**CHIEF:** See Chief Report.

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



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**ASST. CHIEF/FIRE MARSHAL:** See Asst. Chief/Fire Marshal- Fire Prevention Bureau Report and Fire & Life Safety Report.

## **OLD BUSINESS:**

***Approval of Garfield Lease Agreement:*** **Motion** by Friend, supported by Lile, to approve the lease agreement with Garfield Township and Grand Traverse Metro. All ayes. Motion carried.

***Approval of Memorandum of Understanding – GT Band:*** Last month we went into closed session to discuss the mutual aid agreement between Metro and the GT Band Fire and Rescue Department. Metro Atty Kazim said our Articles of Incorporation does not allow us to enter into a mutual aid agreement because they are a sovereign nation. We can amend our Articles of Incorporation to allow for this. Atty. Kazim said we can enter a Memo of Understanding with the GT Band. The Board, in closed session said they would like this Memo of Understanding to be for six months and the fees that we charge to the other mutual aid fire departments will be the same for the GT Band Fire and Rescue Department. Zollinger and Parker met with the GT Band Fire and Rescue Fire Chief and their Public Safety Manager who will be meeting with the Tribal Counsel tomorrow to discuss this. Discussion. Apostol brought the issue of not being able to bill under the Cost Recovery Ordinance for car crashes that happen outside the Metro area that we go to. In the future they may want to update the Cost Recovery Ordinance. **Motion** by Friend, supported by Nelson, to approve the Memorandum of Understanding between Grand Traverse Metro Emergency Services Authority and Grand Traverse Band of Ottawa and Chippewa Indians Fire and Rescue Department for six months. All ayes. Motion carried.

***Board Code of Conduct:*** Schwind put together a working document for the Board from numerous samples. The goal was to establish a set of principles and practices of the Grand Traverse Metro Emergency Services Authority Board (hereafter referred to as “GTMESSA”) that will provide guidance for Board conduct and decision-making. **Motion** by Nelson, supported by Friend, to approve the Code of Conduct for Board Members as presented. All ayes. Motion carried

***ISO Slayer Report:*** Parker reported on the ISO Slayer Report that was passed out at the last board meeting.

## **NEW BUSINESS:**

***Station 9 Remodel:*** Parker reported that this issue has been discussed for the last two years. The crew quarters were deemed by the Metro Fire Marshal to not meet the fire code (*see Background and Recommendation Agenda Item Station 9 Remodel*). We received a resolution from East Bay Twp. Board in September of 2017 asking the Metro Board to move forward with the remodel project and reinstate the residency program. The original bid came in from Richter Construction for \$46,900. The budget for this project was \$30,000 so no action was taken at that time. It took 9 months to a year to get someone to bid on this project. In late 2017 Riggs Construction who had previously done some insurance work on Station 9 bid the project for \$45,100. Discussion on EMS providers using Metro Facilities. Zollinger said NF uses our facilities and does not pay. East Bay Ambulance is the same as NF and does not pay either. He thinks Parker’s recommendation is worthwhile. It is Parker’s recommendation to the Metro Board to move forward with the crew quarter remodel



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## **(Station 9 Remodel Con't)**

with Riggs Construction for \$45,100 and to split the cost with East Bay Township for \$22,550 each. He said that he has had conversations in the past with East Bay on helping contribute to the cost. Parker said he has not taken this to East Bay Twp. Board yet. Friend is reluctant to take this to the East Bay Twp. Board since it does not align with their Station Lease. She would like to move forward according with the Lease terminology and abide by that lease. If she did take something to her board, she would want it upon the recommendation by the Metro Board. Lile said that East Bay Ambulance has paid some expenses at Station 9 in the past. Now that it is in the language of their Station lease, he has a problem with going back and asking East Bay Twp. to pay. He would like this to go to the East Bay Twp. Board first and then if they agree to it, then bring it back to the Metro Board to vote on it. **Motion** by Friend, supported by Lile, for GT Metro to enter into an agreement with Riggs Construction in the amount of \$45,100 for the Station 9 renovation in accordance with the lease agreement with Metro and East Bay Twp. Roll call: Walters, yes; Lile, yes; Friend, yes; Nelson, yes; Korn, yes; Zollinger, yes. All ayes. Motion carried. Discussion. **Motion** by Walters, supported by Nelson, for Metro to ask East Bay Twp. to pay 50% of the renovation project per the Chief's recommendation. All ayes. Motion carried. The budget amendment will come at the next Metro meeting should Metro have to pay the whole amount.

**Purchase of AIR PAK (SCBA):** Captain Posey and Chief Parker reported to the Board on the air paks. Walters would like to see a schedule for buying air paks. Discussion. **Motion** by Walters, supported by Friend, to purchase 10 air paks from Premier Safety. Roll call: Lile, yes; Friend, yes; Nelson, yes; Korn, yes; Walters, yes; Zollinger, yes. All ayes. Motion carried.

**Motion** by Walters, supported by Nelson, to approve Resolution 2018-01 2018 Budget Amendment #1. Roll call: Friend, yes; Nelson, yes; Korn, yes; Walters, yes; Lile, yes; Zollinger, yes. All ayes. Motion carried.

Whitewater Twp. Proposal for Fire Prevention Services: Parker reported on the background. He reported that Belcher had concerns and recommended not to provide these services to Whitewater. The consensus of the Board is that Metro is not interested at this time.

Any Suggested Agenda Items for Future Board Meetings: Mutual Aid

Public Comment: None

There being no objections, meeting was declared adjourned by Chairman Jay Zollinger at 11:30 a.m.

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Chairman Jay Zollinger

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Assistant Secretary Marcia Schwind