



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

March 25, 2019

The special study session of the Grand Traverse Metro Emergency Services Authority was called to order at 1:30 p.m. by Chairman Jay Zollinger at Metro Admin Office, 897 Parsons Road, Traverse City, MI.

PLEDGE OF ALLEGIANCE: recited

The following Board members were in attendance:

Beth Friend, East Bay
Jay Zollinger, Acme
Chuck Korn, Garfield

Glen Lile, East Bay
Darryl Nelson, Acme
Steve Duell, Garfield

Also in attendance:

Pat Parker, Chief
Steve Apostal, Asst. Chief-OPS
Tracy Bartlett, East Bay Treasurer
Sue Courtade, East Bay Clerk

Molly Agostinelli, Garfield Bd Trustee
Jeane Blood-Law, Garfield Treasurer
Jean Aukerman, Acme Bd Trustee
Lanie McManus, Garfield Clerk

PUBLIC COMMENT: Gordie LaPointe, Acme resident, addressed the Board.

APPROVAL OF AGENDA: Friend asked that “leases” be added to the agenda. **Motion** by Lile, supported by Korn, to approve the agenda as amended. All ayes. Motion carried.

APPROVAL OF MARCH 7, 2019 SPECIAL BOARD MINS: Friend said the minutes should reflect that she left the meeting early as she was not at the meeting when they discussed having another study session before mediation. **Motion** by Duell, supported by Nelson, to approve the December 17, 2018, special study session minutes with correction. All ayes. Motion carried.

This special board meeting was held for continued review of the Articles of Incorporation on the open issues including the leases.

Zollinger asked Korn to go over the affirmative vote list that Garfield passed out at the end of the last meeting.

- 1) Electing officers for the Metro Board: They could run for 2 years. Garfield wants an affirmative vote for that.
- 2) Article of Incorporation items (changes, revisions, deletions, etc...): 1 affirmative vote from Township Boards.
- 3) Leases (Fire Stations): Affirmative vote on leases. The fire stations currently need an affirmative vote at the Township Boards, so do not necessarily require an affirmative vote at the Metro Bd.



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- 4) Contracts: Covers leases and equipment -- large capital items, not every day operational items. Should be tied to a dollar value. If it is within the Chief's budgeting authority (\$20,000), it should not require a vote. If it is a contract that requires a Board vote, it should require an affirmative vote from each Township. Also, if it is a contract that encumbers this Board for future budget years.
- 5) Policies: If we change or initiate a new Board policy, then at least one affirmative vote from each Township representative.
- 6) Any item/s that would require expenditure/s over 1/2% of the budget: Slightly more than the Chief's authority. The Garfield Board talked about a lot of numbers and Korn can take this back to the Board. Will discuss percentage later in this meeting.
- 7) Budget dollars that move within the Budget from one Cost Control Center to another: It was unclear as there has been more than one legal opinion from the same Attorney. At one point moving money down from one Cost Control Center to another was considered a budget amendment and at another point it was not. Garfield would like that to be clarified. Whether the budget amendments go back to the Township Boards or through an affirmative vote at the Metro Board, they are comfortable with either approach. Discussed moving money from one Cost Control Center to another by Resolution and within the Cost Control Center by budget amendment. Zollinger said it was based on how the appropriations were adopted.

Friend said that all of the above issues could be addressed by a more defined process for budget approval. She passed out a "sample" budget resolution and By-Laws. She said that if they have by-laws and a Resolution, that could cover all of the above issues.

Discussion took place on the above 7 items on the "Affirmative Vote" list from Garfield Township; the By-laws and Resolution; and using the Distribution and Settlement Report for financing the Authority.

OUTCOME: Another study session was scheduled for Wednesday, March 27, 2019 at 1:30-3:30 p.m. to further discuss the funding issue and the following outstanding items from today's meeting.

- 1) Election of Metro Board Officers shall require a majority vote including an affirmative vote from each Township.
- 2) All Metro Board policies (not operational policies), contracts exceeding ¾% of approved budget, and lease terms shall require a majority vote including an affirmative vote from each township.



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3) Regarding Budgets:

- a) Any item expenditure over $\frac{3}{4}$ % of the approved budget, but not in the approved budget, shall require a majority vote including an affirmative vote from each Township.
- b) Any dollars greater than $\frac{3}{4}$ % of the approved budget that move from one cost center to another shall require a majority vote including an affirmative vote from each Township.

NOTE: Items 1 and 2 will be incorporated into Metro Authority Board of Directors' Bylaws which will be written as part of this process. Items addressed in 3 will be identified in the Annual Budget Resolution.

People agreed today during discussion that the Articles of Incorporation items (changes; revision; deletions) are already covered under current policies.

PUBLIC COMMENT: The following people addressed the Board: Tom Cash, Garfield resident; Gordie LaPointe, Acme resident; Jeanne Blood-Law, Garfield Treasurer; and Sue Courtade, East Bay Clerk.

Meeting was adjourned at 4:11 p.m.

Chairman Jay Zollinger

Assistant Secretary Marcia Schwind