

OFFICIAL PROCEEDINGS
OF THE
LOWELL AREA FIRE AND EMERGENCY
SERVICES AUTHORITY

MONDAY, DECEMBER 12, 2011

LOOK MEMORIAL FIRE STATION

Present:	CITY OF LOWELL	Jake Callier Maryalene LaPonsie
	LOWELL CHARTER TOWNSHIP	Clifford Bonn Carlton Blough
	VERGENNES TOWNSHIP	Jim Herb Tim Wittenbach

Absent: None

Also Present: Jerry Hale, Frank Martin, Sue Olin and Mark Howe

MOVED BY BONN, supported by CALLIER, to approve the minutes of the September 19, 2011, meeting (a typographical correction was made to the spelling of Treasurer under Treasurer's Report). Yes – all. Motion carried.

Item #1. TREASURER'S REPORT. The Treasurer's Report was reviewed and discussed.

MOVED BY BLOUGH, supported by LAPONSIE, to approve the Treasurer's Report as presented. Yes – all. Motion carried.

There was discussion about budget amendments with an amendment being presented by City Manager Mark Howe. The amendment would add \$15,475.14 to the revenue line item for the Grand Rapids Foundation Grant, \$15,475.14 to the revenue line item for the Cable TV Grant and \$30,950.28 for the expenditure line item for Capital Expenditures. This would allow for the receipt of grant funds and purchase of the Jaws of Life.

MOVED BY LAPONSIE, supported by BLOUGH, to approve the budget amendment as presented. Yes – all. Motion carried.

Item #4. OLD BUSINESS

A. FUND BALANCE.

There was discussion on the pending audit report and a potential negative balance of \$13,365. Options were presented to ask the municipalities for an amount to cover the existing balance or to ask for an additional amount to rebuild the authority's fund balance.

MOVED BY BLOUGH, supported by LAPONSIE, that the Fire Authority bills the municipalities for the current deficit plus an additional \$5,000 for the 2010-2011 fiscal year. Yes-all. Motion carried.

Item #5. NEW BUSINESS

A. EVALUATING THE BOARD/CHIEF

The authority discussed a presentation made at a recent township meeting by Larry Merrior from the Michigan Townships Association on a systematic approach to evaluating a township fire chief. Blough felt this information would be beneficial to the authority. Members agreed and Blough offered to contact the MTA to see if they would be willing to discuss the issue further with the authority.

Item #6. FIRE CHIEF REPORT AND UPDATES. Fire Chief Frank Martin presented the following report:

- The new extrication tools (TNT) have been installed on truck #10, along with the new stabilization jacks.
- All trucks have had their annual preventive maintenance performed. The pumpers also have passed their pump tests and D.O.T. inspections.
- Truck #10 needed to have a master cylinder and two brake lines replaced. That was done by R&R truck repair.
- We have taken delivery of the air compressor filling station and 8 bottles from Williamston Fire Dept.
- We had all new lights installed in the truck bays in hopes to save some energy. Lowell L&P assisted with the cost.
- The roof has been installed by Weather Shield of Grand Rapids.
- We have a couple people interested in the Jaws of Life, nothing with the bottles yet.
- We have had 652 calls to date with 442 medical calls and 210 fire incidents.

The next meeting is scheduled for Monday, January 23, 2012 at 4 p.m.

MOVED BY BONN, supported by LAPONSIE to adjourn at 5:15 p.m. Yes-all. Motion carried.

Jim Herb, Chair

Mark Howe, Recording Secretary