

**LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD**

**MEETING AGENDA**

**Monday, July 15, 2013, 3:30 p.m.**

**Look Memorial Fire Station**

1. ROLL CALL

The meeting was called to order by Chairman Herb at 3:38 p.m.

Members Present: Carlton Blough, Jim Herb, David Pasquale and Tim Wittenbach.

Members Absent: Susan Reister, Chris Schwab.

Others Present: Bob Rogers, Jerry Hale, Frank Martin, Sue Olin, Mark Howe.

2. APPROVAL OF THE AGENDA

Moved by Pasquale, supported by Blough, to approve the agenda as presented. Yes – all. Motion carried.

3. APPROVAL OF THE MINUTES

Moved by Wittenbach, supported by Blough, to approve the June 17, 2013, minutes as presented. Yes – all. Motion carried.

4. FINANCIAL REPORTS

Olin reviewed the financial reports with the board. Moved by Pasquale, supported by Blough, to approve the reports as presented. Yes – all. Motion carried.

5. PUBLIC COMMENT (MAXIMUM OF 2 MINUTES PER SPEAKER)

There was no public comment.

6. OLD BUSINESS

A. Review of 2012-2013 Budget Overages

It was reported that it appears as though the fiscal year will end without any budget overages.

B. Discuss Adjusting 2013-2014 Budget

Adjustments may need to be made to the workers compensation line item and to account for grant funds to construct the pole barn.

This led to a discussion about replacing equipment. There has been some discussion about purchasing a rescue pumper. Comments have been received from the firefighters and specifications are being written by the county. A truck similar to one at Cascade Township is being considered. Martin will bring figures back to the board at the September meeting. It was

also stated that the authority should be able to lease-purchase a truck if they felt that was necessary.

7. NEW BUSINESS

A. Legal Review of By-laws, Insurances and Grant Applications

Richard Indermuehle, a student intern from Cooley Law School, presented information on his review of the bylaws, potential liability of the authority, insurance policies, qualification for proposed lease for fire apparatus, review of standard operating guidelines, the Fair Labor Standards Act, and a grant application.

8. COMMITTEE REPORTS

A. Personnel Evaluation and Compensation – No report.

B. Capital Appropriations – No report.

C. Financial – No report.

9. FIRE CHIEF'S REPORT AND UPDATES

Fire Chief Frank Martin presented his regular reporting.

10. MEMBER COMMENTS

There were no member comments.

11. DATE FOR NEXT MEETING(S)

The August meeting will be cancelled. Next meeting is September 16 at 3:30 p.m.

12. ADJOURNMENT

Moved by Wittenbach, supported by Blough, to adjourn.

Respectfully submitted,

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Jim Herb, Chairman

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Mark Howe, Recording Secretary