

**LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD
MEETING MINUTES**

Monday, January 20, 2014, 3:30 p.m.

Look Memorial Fire Station

1. ROLL CALL

Chairman Herb called the meeting to order at 3:30 p.m.

Members Present: Jim Herb, Susan Reister, Carlton Blough, David Pasquale

Members Absent: Tim Wittenbach, Chris Schwab

Others Present: Frank Martin, Shannon Witherell, Roger Reed, Bob Rogers, Sue Olin, Stacy Madden, Mark Howe

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF THE MINUTES

Moved by Pasquale, supported by Reister, to approve the minutes of the December 16, 2013, meeting. Yes – all. Motion carried.

4. FINANCIAL REPORTS

Olin presented the financial reports. Blough asked whether or not the auditors could come to a meeting to make a presentation when the audit is completed. Moved by Blough, supported by Reister, to approve the financial reports. Yes – all. Motion carried.

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

6. OLD BUSINESS

A. New Truck Update

Witherell provided an update. There have been some minor adjustments. First payment will be due in February or March. There will be a potential July delivery and final payment will be due then.

7. NEW BUSINESS

A. Election of Officers

Herb was nominated for Chair. Moved by Pasquale, supported by Reister, to close nominations and cast a unanimous ballot for Herb. Yes – all. Motion carried.

Pasquale was nominated for Vice-Chair. Moved by Herb, supported by Reister, to close nominations and cast a unanimous ballot for Pasquale. Yes – all. Motion carried.

Blough was nominated for Secretary/Treasurer. Moved by Reister, supported by Pasquale, to close nominations and cast a unanimous ballot for Blough. Yes – all. Motion carried.

B. Automatic Mutual Aid

A Metro Area Fire Service Initial Emergency Automatic Aid Agreement was presented for discussion and approval. Moved by Blough, supported by Herb, to approve the agreement. Yes – all. Motion carried.

C. MABAS – Mutual Aid Box Alarm System

Stacy Madden of the Kent County Sheriff Department made a presentation on the Mutual Aid Box Alarm System.

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 monthly report.
10. MEMBER COMMENTS
There were no member comments.
11. DATE FOR NEXT MEETING(S)
Next meeting will be March 17, 3:30 p.m.
12. ADJOURNMENT
Moved by Blough, supported by Reister, to adjourn. Yes – all. Motion carried.

Respectfully submitted,

Jim Herb, Chairman

Mark Howe, Recording Secretary