

LOWELL AREA FIRE AND EMERGENCY SERVICES BOARD

MEETING MINUTES

Monday, June 8th, 2020. 3:30pm.

At the Look Memorial Fire Station.

**1. ROLL CALL**

Board Chair Marks called the meeting to order at 3:47pm.

Members Present: Jessica Marks, Carl Blough, Dave Pasquale and Mike DeVore.

Members Absent: Tim Wittenbach.

Vacancy: Vergennes Township Citizen Representative.

Also present: Chief Ron van Overbeek.

**2. APPROVAL OF THE AGENDA**

IT WAS MOVED BY PASQUALE and seconded by BLOUGH to approve the agenda as amended.

Election of Officers item was removed from old business and Budget Amendments, Recognition and Attorney Discussion were added to new business.

Yes-Pasquale, DeVore, Marks, Blough. Absent: Wittenbach. Motion carried.

**3. APPROVAL OF THE MINUTES**

A. Approval of the regular meeting minutes from February 10th, 2020.

Minutes had been sent, but no meeting had taken place since February, so minutes for both the February and June minutes were requested to be presented at the July meeting. No motion was necessary.

**4. FINANCIAL REPORTS**

A. IT WAS MOVED BY DEVORE and seconded by PASQUALE to accept Financial Reports as presented. Yes-Pasquale, DeVore, Marks, Blough. Absent: Wittenbach. Motion carried.

**5. PUBLIC COMMENT**

None. Public comment was closed.

**6. OLD BUSINESS**

A. McGrath Consultant Report: DeVore reported that he had received the preliminary report and distributed it to the Board and Fire Officers. There will be a presentation on the report scheduled once it is made final. No motion was necessary.

**7. NEW BUSINESS**

A. Budget Amendments: Blough presented the board with the final fiscal year amendments. IT WAS MOVED BY DEVORE and seconded by PASQUALE to approve the amendments as presented. Yes-Marks, Blough, Pasquale, DeVore. Absent: Wittenbach. Motion carried.

B. Recognition of former Chair Herb. IT WAS MOVED BY BLOUGH and seconded by DEVORE to order a plaque to recognize former Chair Jim Herb's time on the Authority. Yes-Marks, Blough, Pasquale, DeVore. Absent-Wittenbach. Motion carried.

C. Authority Attorney-The board discussed billing concerns and the need for a separate attorney for Authority business. IT WAS MOVED BY BLOUGH and seconded by DEVORE to pay the attorney invoice, minus and charges for the Lew Bender facilitation. Yes-DeVore, Marks, Blough, Pasquale. Absent-Wittenbach. Motion carried. IT WAS ALSO MOVED BY DEVORE and seconded by MARKS to remove Peter Letzmann as Authority Attorney and begin a replacement process. Yes-DeVore, Marks, Blough, Pasquale. Absent-Wittenbach. Motion carried.

**8. COMMITTEE REPORTS**

A. Capital Appropriations-None.

B. Financial-None.

**9. FIRE CHIEF REPORT AND UPDATES**

Chief van Overbeek provided the Board with his report for February through June. There are three firefighters beginning their MFR class. Also discussed was the new boat and trailer purchased for the department by Meds Café. Black Ace BBQ also came to the station and donated the food to feed all the members.

**10. MEMBER COMMENTS**

-None.

**11. DATE FOR NEXT MEETING**

The next meeting is scheduled for July 13th, 2020 at 3:30pm.

**12. ADJOURNMENT**

IT WAS MOVED BY DEVORE and seconded by BLOUGH to adjourn at 4:39pm. Yes-Pasquale, DeVore, Marks, Blough. Absent-Wittenbach. Meeting adjourned.

Respectfully submitted,

---

Jessica Marks, Board Chair

---

Mike DeVore, Recording Secretary