

**LOOKING GLASS REGIONAL FIRE AUTHORITY
7720 W. Grand River Hwy.
Grand Ledge MI 48837**

**Minutes of Looking Glass Regional Fire Authority Meeting
January 20, 2016
6:00 p.m.**

CALL TO ORDER: The meeting was called to order at 6:00 p.m.

ROLL CALL: Board Members Present: Crego, Clark, Hill, Smith and Mitchell; Adams absent with notice.

PUBLIC COMMENT-None

CORRESPONDENCE-None.

AGENDA APPROVAL- Motion by Clark, seconded by **Mitchell** to approve the agenda as amended to add discussion item for asphalt tonnage and floor maintenance. **Motion passed.**

APPROVAL OF MINUTES-Motion by **Mitchell**, seconded by **Crego** to approve the minutes of December 16, 2015 as submitted. **Motion passed.**

APPROVAL OF BILL PAYMENT- Motion by Clark, seconded by **Mitchell** to approve the bill list as presented dated January 17, 2016. **Motion passed.**

REPORTS

Chief's Report-Chief provided an annual report. They have been doing some training at the Day's Inn in Delta Township.

Chair's Report- Smith commented that he is working on annual report to get to the townships. He will also get the conflict of interest forms out.

EXECUTIVE/FINANCIAL COMMITTEE-They should be between \$35000 and \$40000 under budget. They made truck repairs and need to ask if it's possible to take that out of last years' budget.

FACILITY/EQUIPMENT COMMITTEE REPORT-Mitchell will select a day to get documents stored on computer.

DISCUSSION/ACTION ITEMS-

1. Nomination of Executive/Financial and Facility/Equipment Members-**Motion by Clark**, seconded by **Mitchell** to add Steve Smith to the executive/financial committee and Billy Crego to the facility committee. **Motion passed.**
2. Discussion/Action on allocation formula for joint agreement-John calculated and provided a document for joint agreement. **Motion by Mitchell**, seconded by **Crego** to accept the document as presented allocating 39% Eagle and 61% Watertown. This is a 3 year average. **Motion passed.**
3. Discussion/Action on annual report-There is a meeting on February 2nd at 8am.
4. Discussion/Action on website updates-The website is behind on meeting minutes, agendas etc. Hill and Smith will work to get the website updated. Photos need to be updated as well. No action taken.
5. Discussion/Action on asphalt tonnage-Mitchell discussed asphalt as costs are dropping. Estimates need to be updated. No action taken.
6. Discussion/Action floor maintenance-The assistant chief provided discussion on getting a professional to come in and clean the floor and the grout and polish it. He will get a couple of quotes on getting this done. No action taken.

DISCUSSION AND PUBLIC COMMENT- None

ADJOURNMENT: Motion by Clark, seconded by **Crego** to adjourn. **Meeting adjourned at 6:48 p.m.**

Date Approved

, Secretary