

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

**Minutes of Looking Glass Regional Fire Authority Meeting  
October 19, 2016  
6:00 p.m.**

**CALL TO ORDER:** The meeting was called to order at 6:02 p.m.

**ROLL CALL: Board Members Present: Clark, Crego, Hill, Mitchell, Adams and Smith.**

**PUBLIC COMMENT-**None

**CORRESPONDENCE-**None.

**AGENDA APPROVAL- Motion by Adams**, seconded by **Mitchell** to approve the agenda as submitted. **Motion passed.**

**APPROVAL OF MINUTES-Motion by Adams**, seconded by **Crego** to approve the minutes of September 21, 2016 as submitted. **Motion passed.**

**APPROVAL OF BILL PAYMENTS-** None

**REPORTS**

**Chief's Report-**The Chief provided the report. He discussed the cost of AED defibrillators. It's \$1600 for a refurbished one and \$2600 for a brand new one. **Motion by Mitchell**, seconded by **Crego** to purchase a refurbished unit depending on how old it is and the life expectancy of it or to purchase the new life pack in an amount not to exceed \$2600. **Motion passed.** The trucks going out on runs need some general tools. **Motion by Clark**, seconded by **Mitchell** to purchase some basic tools for the truck in an amount not to exceed \$920. **Motion passed.**

**Chair's Report-**Finances look good and they will be about \$4500 under budget.

**EXECUTIVE/FINANCIAL COMMITTEE-**The authority would like to form a joint agreement committee comprising of both township supervisor and Deb Adams and Jennifer Tubbs.

**FACILITY/EQUIPMENT COMMITTEE REPORT-** The bathroom door at the station is not opening. The ADA grab rails are rusty. **Mitchell** sent a request for services to Watertown about lawn maintenance but hasn't heard anything yet.

**DISCUSSION/ACTION ITEMS-**

1. Discussion/Action on Independent Auditor's Report-**Motion by Crego**, seconded by **Clark** to accept the report and send it to the townships. **Motion passed.**
2. Discussion/Action on Resident Complaint-The station responded to a medical emergency for a resident in Watertown Township. The resident has complained about the defibrillators batteries being dead. The township manager and the Chief exchanged correspondence. **Smith** will find out if Watertown is satisfied with how the response to the complaint was handled and report back to the authority.
3. Discussion/Action on Landscaping/Lawn Care (updates)-**Adams** asked if other options were available. It was suggested to consider the possibility of having someone else provide lawn maintenance, perhaps Watertown Township. The facilities committee will put together a letter of recommendation.
4. Discussion/Action on Asphalt Drive/Parking (updates)- Jim from ZFE was there to show the preliminary plans for engineering work around the building.

**DISCUSSION AND PUBLIC COMMENT-** None

**ADJOURNMENT:** **Motion by Clark**, seconded by **Adams** to adjourn the meeting. **Meeting adjourned at 6:43 p.m.**

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Date Approved

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, Secretary