

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

**Minutes of Looking Glass Regional Fire Authority Meeting
December 16, 2015
6:00 p.m.**

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

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

PUBLIC COMMENT-None

CORRESPONDENCE- One request during the month. Related to the number of personnel at the station. A copy of the contract was sent to the individual. The inquiry was treated as a FOIA.

AGENDA APPROVAL- Motion by Smith, seconded by Crego to:

- a. Approve the agenda as amended to change discussion/action item from procurement of thermal imaging camera to approve purchase of thermal imaging camera pending township approval from Eagle and Watertown Townships.
- b. Add discussion/action item for use of donation from the Wacousta Masonic Lodge #359.

Motion passed.

APPROVAL OF MINUTES-Motion by Mitchell, seconded by Smith to approve the minutes for f November 18, 2015 as submitted. Motion passed.

APPROVAL OF BILL PAYMENT- Motion by Mitchell, seconded by Crego to approve the bill list as presented. (Dated 12-11-15) Motion passed.

REPORTS

Chief's Report-Eagle is at 42.03% of the runs and Watertown is at 58.97%. Chief noted that they are working on a more detailed report and passed around a copy showing what it is to look like. Training at the old Days Inn on Saginaw is to begin on 12-17-15. There was a house fire on Rolling Hill Ln. Major Preventive Maintenance on the tanker was completed. \$1800. Everything looks good on the unit. The Engine Preventive Maintenance is due next year. Chief also noted a list of maintenance items in need of purchase: Lights, Plymovent boot, and radio batteries.

Chair's Report- None.

EXECUTIVE/FINANCIAL COMMITTEE- None

FACILITY/EQUIPMENT COMMITTEE REPORT- Computer was purchased. Total cost was less than \$250. The manager at Best Buy was able to work out a very good deal for this unit. **Mitchell** asked if the board could send a thank you to Best Buy since they were very helpful in keeping the cost down on the computer. It is now ready to be set it up in the office..

DISCUSSION/ACTION ITEMS-

1. Officer nomination and election for 2016: -**Motion by Crego**, seconded by **Mitchell** to nominate and elect the following people for noted positions.
 - a. **Smith** for Chair
 - b. **Adams** for Vice-Chair
 - c. **Hill** for Secretary**Motion passed.**
2. Discussion/Action Approval of purchase for a Thermal Imaging Camera pending approvals from both Eagle and Watertown Township boards. **Motion by Smith**, seconded by **Crego** to purchase a new Thermal Imaging Camera [contingent upon the following:](#) a) [Approval of both Eagle and Watertown Townships.](#) b) [A review of the budget to verify that funding is available.](#) c) [Determination of where in the budget there is enough to cover the cost of purchase.](#) The purchase shall not exceed \$11,000. **Motion passed.**
3. Discussion/Action of Maintenance and small equipment purchase. **Motion by Mitchell**, seconded by **Smith** to Approve purchase of replacement lights, new Plymovent boot, and replacement radio batteries. Purchase not to exceed a total of \$1400.00 **Motion Passed**
4. Discussion/Action of Wacousta Masonic Lodge donation. **Motion by Mitchell**, seconded by **Smith** to use the \$100 donation from the Wacousta Masonic Lodge for fire prevention and training and materials. **Motion passed.**
5. Discussion/Action Establish board calendar for 2016 meetings. **Motion by Smith**, seconded by **Crego** to accept calendar as amended to include meeting times along with all dates. **Motion passed.**

PUBLIC COMMENT- None

ADJOURNMENT: **Motion by Mitchell**, seconded by **Smith** to adjourn. **Meeting adjourned at 6:24 p.m.**

Date Approved

, Secretary