

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

**Minutes of Looking Glass Regional Fire Authority Meeting
December 21, 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 Clark, seconded by **Crego** to approve the agenda as submitted. **Motion passed.**

APPROVAL OF MINUTES-Motion by Clark, seconded by **Adams** to approve the minutes of November 16, 2016 as submitted. **Motion passed.**

APPROVAL OF BILL PAYMENTS- Motion by Adams, seconded by **Hill** to approve the bill lists as presented. **Motion passed**

REPORTS

Chief's Report-The Chief provided the report. There was a house fire on Thanksgiving day. The chief discussed a couple of structure fires as well as accidents. The dryer was purchased as well as the AED and the Jaffrey valve on the tanker. The DeWitt-Wacousta Masonic Lodge donated \$50 for fire education training at the Wacousta Elementary School.

Chair's Report-The chair provided a document from Delta about financials.

EXECUTIVE/FINANCIAL COMMITTEE-None

FACILITY/EQUIPMENT COMMITTEE REPORT- Mitchell stated that they met with the chief to discuss the outlook of items and expenditures for better future planning.

DISCUSSION/ACTION ITEMS-

1. Discussion/Action on Budget Amendment-Motion by **Adams**, seconded by **Clark** to approve the proposed budget amendments dated 12-21-16. **Motion passed.**

2. Discussion/Action on Year End Balance-There was discussion on waiting until the discussions have been concluded between Eagle and Watertown. This item is tabled.
3. Discussion/Action on Spending Allowance-There was discussion on what to do if purchases need to be made before a meeting can be held. Chief Clark has a purchase policy at Delta. There could be something created that could be authorized for purchasing such as a set number in case of emergencies. A policy needs to be created.
4. Discussion/Action on 2017 LGRFA Meeting Schedule-Motion by **Clark**, seconded by **Adams** to approve the proposed meeting schedule as presented. **Motion passed.**

DISCUSSION AND PUBLIC COMMENT- Patti Schaffer commented that Eagle Township reappointed Phil Hill to another 3 years to the fire authority. Watertown appointed Billy Crego to a 2-year term, Deb Adams to a 1 year term and Todd Hufnagel to a 3-year term. Ken Mitchell will be stepping away for a while. Mitchell was thanked for his service.

ADJOURNMENT: Motion by Adams, seconded by **Mitchell** to adjourn the meeting.
Meeting adjourned at 6:47 p.m.

Date Approved

, Secretary