

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

**Minutes of Looking Glass Regional Fire Authority Meeting
March 16, 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 absent with notice, Clark, Hill, Smith absent with notice, Adams and Mitchell

PUBLIC COMMENT-None

CORRESPONDENCE-None.

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

APPROVAL OF MINUTES-Motion by **Clark**, seconded by **Mitchell** to approve the minutes of February 17, 2016 as submitted. **Motion passed.**

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

REPORTS

Chief's Report-Chief run numbers and commented on the weather in relation to accidents. They started some active violence training that will continue once a month. They had to get a new router and wireless modem for the station as the old one died. It will cost a few extra dollars per month. \$145 per month for Frontier phones and \$10 for touch tone long distance, and \$35 for internet. Phones, internet and cable from WOW would be just over \$100 per month and they're paying almost \$200 total now. Chief will switch to WOW for now. Chief provided the annual report. He also stated that the light pole has been hit and needs to be replaced. Mitchell will investigate new light styles.

Chair's Report-The financials are doing well. The authority would like to ask the townships to replenish the fund balance after the audit is finished.

EXECUTIVE/FINANCIAL COMMITTEE-None

FACILITY/EQUIPMENT COMMITTEE REPORT-Hill stated that he has started uploading documents and minutes to the computer.

DISCUSSION/ACTION ITEMS-

1. Discussion/Action on Floor Maintenance-3 bids were provided by Boling, Professional Maintenance and Modernistic. Chief recommends using Boling to do the ceramic tile and carpet and professional maintenance in to do the vinyl. **Motion by Clark**, seconded by **Mitchell** to not to exceed \$520 to clean the vinyl tile, ceramic tile and carpet with the firms to be selected by Chief Roman. **Motion passed.**
2. Discussion/Action on Plymovent Cost-**Motion by Clark**, seconded by **Mitchell** to authorize the letter that was already sent to the townships from the board authorizing the expenditure to repair the plymovents. **Motion passed.**
3. Discussion/Action on annual report-**Motion by Mitchell**, seconded by **Clark** to accept the annual report and send it to the townships. **Motion passed.**
4. Discussion/Action on firefighter computer-Chief stated that the office computer is slow and not downloading efficiently. Mitchell will look into prices for a new computer. **Motion by Hill**, seconded by **Mitchell** to authorize the purchase of a computer similar to what the authority has not to exceed \$300. **Motion passed.**
5. Discussion/Action on Asphalt Drive/parking-Clark stated that the reason the asphalt is coming apart is because of the underlying subgrade. If the subgrade was repaired asphalt would still need to be updated on a periodic basis. If done properly, this could be a onetime fix with only replacing every 20 years or so. An engineering study should be done and the estimate should be based on the completed or nearly completed design. Clark will investigate getting 1-3 firm quotes from engineering firms to complete the study to do the paving of the parking/drive area around the building. The townships need to be informed that this capital expense is coming up and it needs to try to get into next years' budget. Chief stated there is a huge rut that needs to be filled in as well that he will take care of getting filled. No action taken.

DISCUSSION AND PUBLIC COMMENT- There was discussion on response times.

ADJOURNMENT: Meeting adjourned at 7:10 p.m.

Date Approved

, Secretary