

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

Minutes of Looking Glass Regional Fire Authority Meeting
May 15, 2013
6:00 p.m.

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

ROLL CALL: Board Members Present: Mitchell, Clark, Smith, Crego, Therrian, Adams, Assistant Chief Fabiano and Chief Clark and Patti Schafer

PUBLIC COMMENT-Schafer stated that the audit hasn't started yet as she told the board last month that it would. It will in a few days.

CORRESPONDENCE- None

AGENDA APPROVAL- Motion by Adams, seconded by **Mitchell** to approve the agenda as amended to include the discussion of how to handle applications for fire permits when there is no one at the station. **Motion passed.**

APPROVAL OF MINUTES-Motion by **Mitchell**, seconded by **Crego** to approve the minutes of April 17, 2013 as presented. **Motion passed.**

APPROVAL OF BILL PAYMENT- Chief Fabiano wants to add a couple of bills that just came in today- one for Michael Dahl for mowing and trimming and one for Platte Appliance. **Motion by Mitchell**, seconded by **Smith** to pay the bills as amended. **Motion passed.**

REPORTS

Chief's Report-Assistant Chief Fabiano spoke with the insurance company because he received a bill for worker's comp for 2013 and it is \$5,200 basing on \$83,000 worth of payroll which is incorrect. He will receive an adjusted bill. The refrigerator is broken and needs to be budgeted for. The department responded to 15 fire calls for the month of April and 38 EMS calls.

Chair's Report- Financials- **Clark** provided a financial overview and stated that they are on track.

DISCUSSION/ACTION ITEMS-

1. Budgeting for future site work-**Clark** provided an estimate from American Asphalt for what it would cost to replace the parking lot as it is now with a better sub grade. He stated that next year's budget should include money for an engineering firm to

come out and do a study.

2. Yearly Audit Report-Patti explained this in public comment.
3. LGRFA/DELTA Financial Report-**Clark** stated that they met with Delta Township and Delta's income is slightly higher than projected and the expenses are slightly lower than projected. They will be talking to Delta again to see how to have an equitable adjustment now that they've had a fiscal calendar year from January to December. **Chief Clark** stated that their intent is to hire 3 more full timers next year.
4. Application for Burning Permits-**Clark** stated that he has heard some complaints about not having the station manned when someone comes in for a fire permit. There needs to be a way to get people permits when it is unmanned. **Chief Fabiano** stated that they have let people know to call first; they have given them out at Delta Township. He said that they need to get a sign up that states if nobody is there to go to Delta Township and get a burn permit for Watertown and Eagle Townships. **Chief Clark** stated that the intent is to put it online for all 3 townships. It won't be immediate online because they have to verify who people say that they are. **Chief Fabiano** stated that they average about 10 per day. It was suggested that the townships might be willing to issue burn permits.

DISCUSSION AND PUBLIC COMMENT-Assistant Chief Fabiano announced that he is resigning.

ADJOURNMENT: Motion by Mitchell, seconded by **Crego** to adjourn the meeting.
Meeting adjourned at 6:30 p.m.

Date Approved

Mark Therrian, Secretary