

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

Minutes of Looking Glass Regional Fire Authority Special Meeting
Wednesday January 18, 2012
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: **Clark, Mitchell, Therrian, Smith, Crego, Adams and Chief Fabiano.**

PUBLIC COMMENT-None

CORRESPONDENCE-None

AGENDA APPROVAL- Clark wants to add budget reconciliation and a bookkeeping agreement with Countryside to the agenda. **Adams** added the meeting dates for 2012. **Motion by Adams**, seconded by **Mitchell** to approve the agenda as amended. **Motion passed.**

APPROVAL OF MINUTES-Motion by Adams, seconded by **Crego** to approve the minutes of December 21, 2011 as presented. **Motion passed.**

APPROVAL OF BILL PAYMENT-Motion by Mitchell, seconded by **Smith** to pay the bills as presented. **Motion passed.**

REPORTS

Chief's report-Fabiano stated they made 576 total runs for 2011. There were 515 in 2010. **Adams** asked for clarification as she thought there were only 483 runs. **Fabiano** stated that 483 were for Watertown and Eagle. The remainders were mutual aid, etc. Watertown had 64 fire runs, and 216 EMS runs. Eagle had 154EMS runs in 2011. 58% of calls were for Watertown and 42% were for Eagle for 2011.

Chair's report- 1. Financial review-**Clark** stated they will be between 7-8% under budget. 2. Update on service sharing-**Clark** stated that the agreement was approved and signed at both Eagle and Watertown Townships.

NEW BUSINESS:

- 1. Election of Officers-Motion by Crego**, seconded by **Adams** that the officers remain the same for 2012 as they have been. *John Clark will remain Chair, Deb Adams will remain Vice-Chair, and Mark Therrian will remain Secretary.* **Motion passed.**
- 2. Discussion/Action on Service Sharing Agreement- Clark** stated they do not need to act on this as it has been acted on and sent to the townships. **Motion by Mitchell,**

seconded by **Therrian** to approve the Fire and Ambulance Shared Service Agreement between the Charter Township of Delta and Looking Glass Regional Fire Authority, Township of Eagle and Charter Township of Watertown and authorize John Clark to sign the agreement on behalf of the Authority. **Motion passed.**

3. **Discussion/Action on Letter of Notification to union regarding service sharing-Clark** stated that there is a letter to the union stating that LGRFA is going to do business with Delta and that there will be permanent lay-offs. **Motion by Mitchell**, seconded by **Crego** authorizing Clark to send out the union letter to Mr. Bill Hester. **Motion passed.**
4. **Discussion/Action on Budget reconciliation-Clark** stated that each year the budget is reconciled to be more closely in line with costs and that's what the provided document recommends. **Schaffer** stated that that state statute states that if you are unable to expend funds more than what has been allocated, the budget needs to be reconciled by line item. **Motion by Adams**, seconded by **Mitchell** to approve the budget reconciliation statement dated January 15, 2012 and titled- Looking Glass Regional Fire Authority Profit and Loss Budget Verses Actual. **Motion passed.**
5. **Discussion/Action on Bookkeeping Agreement-Clark** stated that Schaffer sent an offer to reduce her fee by 50% to provide bookkeeping services. There will be 2 months where there will still be a payroll. It will be \$3,845.00. **Motion by Smith**, seconded by **Mitchell** to accept Countryside Accounting services quotation for option 2 accounting services. **Motion passed.**
6. **Discussion/Action on Meeting Dates for 2012-Motionby Mitchell**, seconded by **Crego** to adopt the meeting schedule as presented as follows: January 18, February 15, March 21, April 18, May 16, June 20, July 18, August 15, September 19, October 17, November 21, and December 19, all 2012. The meeting times are at 6:00 p.m. **Motion passed.**

PUBLIC COMMENT: None

ADJOURNMENT: Motion by Adams, seconded by **Crego** to adjourn. **Meeting adjourned at 6:25 p.m.**

Date Approved

Mark Therrian, Secretary