

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

**Minutes of Looking Glass Regional Fire Authority Meeting  
December 18, 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: Clark, Smith, Crego, Adams, Mitchell and Rademaker. Also present Chief Clark and Chief Roman.**

**PUBLIC COMMENT-**None

**CORRESPONDENCE-** There was correspondence provided to Eagle and Watertown Townships and from these townships stating that they have accepted the revisions and revised Looking Glass budget.

**AGENDA APPROVAL- Motion by Rademaker**, seconded by **Smith** to approve the agenda as amended adding the meeting schedule. **Motion passed.**

**APPROVAL OF MINUTES-**Motion by **Adams**, seconded by **Mitchell** to approve the minutes of November 20, 2013 as presented. **Motion passed.**

**APPROVAL OF BILL PAYMENT-**Motion by **Adams**, seconded by **Crego** to approve of and pay the bills as presented. **Motion passed.**

## **REPORTS**

**Chief's Report-Assistant Chief Roman** stated that there were 48 EMS runs for November. There were 29 fire runs. All of the pumps were tested and looked over. The vehicles are all in decent shape. The compressor in the vent system is getting worn out. It is the system that has existed since the building has. The compressor is too small for the system.

**Chair's Report- Financials- Clark** stated they are on track financially.

### **Budget Committee Report-**

Delta/LGRFA formula revision (Exhibit A)-**Clark** reported on a new formula revision. The formula used to pay Delta Township will be cost plus 20% less 94% of the ambulance income for the current year.

Percentage of Budget funding for each township-Clark and Rowan will do this January 12<sup>th</sup>. Report on budget submission to townships-**Clark** reported that both townships accepted the revised budget.

**DISCUSSION/ACTION ITEMS-**

1. LGRFA/Delta formula revision-**Smith** reported on the formula revision. **Motion by Smith**, seconded **Adams** by to send Exhibits A and D (contract overseer) to Eagle, Watertown, and Delta Townships for review. **Motion passed.**
2. Revisions to 2014 budget-**Clark** stated that this is an information item as it has been submitted to and accepted by the townships already.
3. Committee Appointments-**Clark** stated the committees have been restructured. There are now 2 committees-an executive/finance committee and an equipment and facility committee. **Smith** is the executive/finance committee chair and **Mitchell** is the equipment/facilities committee chair. The only main difference is committees were combined.
4. Meeting schedule- **Clark** stated that the meeting dates will continue to be the third Wednesday of the month at 6:00 p.m. **Motion by Crego**, seconded by **Adams** to accept these meeting dates. **Motion passed.**

**DISCUSSION AND PUBLIC COMMENT-** **Adams** stated that the bylaws would need to be updated since the committee structure changed. Patti Schafer passed out Conflict of Interest forms.

**ADJOURNMENT:** Meeting adjourned at 6:32 p.m.

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Date Approved

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, Secretary