

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

**Minutes of Looking Glass Regional Fire Authority Meeting
June 18, 2014
6:00 p.m.**

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

ROLL CALL: Board Members Present: Clark, Smith, Crego, Rademacher and Mitchell. Adams absent with notice.

PUBLIC COMMENT-None

CORRESPONDENCE- The Delta P&L report was provided.

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

APPROVAL OF MINUTES-Motion by Crego, seconded by **Mitchell** to approve the minutes of May 21, 2014 as presented. **Motion passed.**

APPROVAL OF BILL PAYMENT- Motion by Mitchell, seconded by **Smith** to approve of and pay the bills as presented minus the \$95 check to Jerry's Lawn Care and adding [payment to Jerry's Lawn Care for \$300.00. **Motion passed.** **Clark** stated that they are voiding the check for \$95 to Jerry's Lawn. Jerry's Lawn Care has agreed to settle an invoice that was over \$600 in services for \$300.

REPORTS

Chief's Report- None

Chair's Report- Comments on joint committee meeting-The executive and facilities committees met. **Clark** stated that the way they are handling payment and authorization of items that come up between meetings is if an unusual expenditure has to be made for the facility-that information goes to Mitchell and Mitchell calls Clark-for authorization in the absence of Clark, the requests will go to Adams.

EXEC/FINANCIAL COMMITTEE REPORT- Financials- They are on track financially. They may experience a budget deficit of 3-4% by the end of the year. This is mainly due to building maintenance and utilities.

FACILITY/EQUIPMENT COMMITTEE REPORT-

Parking lot cleanup-**Mitchell** stated that there is a quote to clean up part of the parking lot. They are getting quotes for the rest of the parking lot. There was discussion on letting the

bad parking area goes back to grass but it is often used for training. **Clark** stated that they need to notify the townships of the costs of future improvements.

Parking lot grading quotes-There are grading quotations, one from Jacob Schaffer is \$1025, the other from Lawnsapes is \$1700 and the other 2 did not quote.

Preliminary information on paving repairs and future configuration-**Clark** stated that there does have to be a training area out there although it will be an aggregate or pulverized surface. LGRFA paid \$2300 for an engineer's opinion and their recommendation. **Mitchell** stated that the air compressor has been installed.

DISCUSSION/ACTION ITEMS-

1. Discussion/action on paving repair-**Clark** stated they have a paving quote from American Asphalt in the amount of \$2100 dated June 12, 2014. **Motion by Mitchell**, seconded by **Rademacher** to approve the quote from American Asphalt to do the repairs quoted for \$2,100.00 dated June 12, 2014. **Motion passed.**
2. Discussion/action on grading quotes-**Clark** stated there a number of areas that need to be graded so water drains away from the parking lot. There are 2 quotes- one for \$1,025 and another for \$1,706. Both are the same scopes, ditching to provide drainage, excavating dirt and materials, receding and removing damaged and loose asphalt from the site. **Motion by Mitchell**, seconded by **Smith** to authorize Jacob Schaffer to perform the grading and landscaping specified in the quote for \$1,025 pending that they provide a certificate of insurance. **Motion passed.**

DISCUSSION AND PUBLIC COMMENT- None

ADJOURNMENT: Motion by Mitchell, seconded by **Crego** to adjourn. **Meeting adjourned at 6:42 p.m.**

Meeting reconvened at 6:43 to discuss the lawnmower (under Chair's Report). The mower runs but it is at the end of its life and it's the middle of summer. **Clark** stated they need to contact the townships and see what to do with the mower. It is probably worth less than \$500. He will suggest selling it or disposing of it in a way both townships would agree with. Delta Township is now mowing the lawn for \$1,000 per year using their own equipment. **Clark** will contact the townships.

Date Approved

, Secretary