

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

**Minutes of Looking Glass Regional Fire Authority Meeting
Wednesday April 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, Adams, Therrian, Smith, Crego, and Assistant Fire Chief Fabiano**

PUBLIC COMMENT-Patti Schaffer commented on a couple of bills that were provided. Clark asked about an invoice from Eagle Township for \$1.04. Schaffer explained that it was for Medical Management Systems-Eagle Township's medical billers.

CORRESPONDENCE-Clark explained a letter from Director Fyvie that stated they are taking the pagers and disabling them for use and giving the tones to other departments in the county. Both fire chiefs have assured that there is no further use for these units. **Clark** stated that David Knox from MERS acknowledged that LGRFA sent him all of the data that he required.

AGENDA APPROVAL- Motion by Adams, seconded by **Therrian** to approve the agenda as amended to include a conversation on communications that Mitchell had with the sheriff. **Motion passed.**

APPROVAL OF MINUTES-Mitchell stated that in the report by Chief Clark it states there was one structure fire that was not bad; it needs to be changed to simply say-there was one structure fire. **Motion by Smith,** seconded by **Crego** to approve the minutes of the regular meeting on March 21st as amended. **Motion passed.**

APPROVAL OF BILL PAYMENT-Motion by **Mitchell,** seconded by **Adams** to pay the bills as presented. **Motion passed.** **Clark** stated that the Delta payment will be held until the day before it is due. The Hastings Air Energy Control Inc check will not be sent until the invoice has been received.

REPORTS

Chief's report-Assistant Chief **Fabiano** stated that Chief Clark is out of town. Operations are going smooth. They sold the pagers to Westphalia Fire Department for \$2000.00. **Clark** would like a written run report like they have always received and asked Fabiano to pass that on to Chief Clark.

Chair's report- Clark reviewed the financials and stated that it appears they are in the hole \$21,000.00. He said its acknowledging 2 payments to Delta Township and the income is not keeping up with that. It is recognized as a pre-paid expense. **Clark** stated that they are exactly where they should be budget wise once the capital outlay and the reimbursable items are taken out.

NEW BUSINESS:

- 1. Discussion/Action on Budget Committee Recommendations-**There are 2 recommendations. The first is the revised draft budget. \$403,928 is the budget that the committee recommends that LGRFA accepts. They need to adopt the new budget and then authorize it to be sent to the townships. The second recommendation is to allow Chief Fabiano to continue using the debit card he was issued to buy sundries such as toilet paper, cleaning equipment, office supplies, etc. The card has a limit of \$500.00. **Motion by Adams**, seconded by **Therrian** that the Board concurs with the recommendation of the budget committee to adopt and forward the Looking Glass Regional Fire Authority 2012 Revised Draft Operating Budget of \$403,928.00 dated April 16, 2012. **Motion passed.** **Motion by Smith**, seconded by **Mitchell** to allow Chief Fabiano to continue to use the debit card for sundries. **Motion passed.**
- 2. Discussion/Action on Communication with Sheriff- Mitchell** stated he spoke with the sheriff about communication issues. The sheriff had not spoken to Director Fyvie yet and would get with Mitchell when he does.

PUBLIC COMMENT: None

ADJOURNMENT: **Motion by Therrian**, seconded by **Mitchell** to adjourn. **Meeting adjourned at 7:00 p.m.**

Date Approved

Mark Therrian, Secretary