



MINUTES
CHELSEA AREA FIRE AUTHORITY
REGULAR BOARD MEETING

April 16, 2013 9:00AM
CAFA Fire Station #1
200 W. Middle Street, Chelsea, Michigan

Meeting called to order at 9:00 AM by Chair Anderson.

Quorum present.—Members present: Rod Anderson, John Francis, James Bollinger, Craig Maier, and Kurt Koseck

Members absent: none

Also present: Chief Payeur, Capt. Smyth, Capt. Klink, Lt. Basar, Aaron Ellwein, Roger Simpson (HVA), Kim Payeur, Lisa Allmendinger(Chelsea Update), Bob Ponte, Ian Ballard, Zachary Lessner, Eric Stanley, citizen, and citizen

Public Participation:

Approval of Agenda: Motion by Francis second by Second by Bollinger, to: add item "C. Paint Chelsea Pink Funds and Firefighter Account at TFC Bank" Discussion follows with Anderson being opposed to the addition of item "C" to the agenda. After a short discussion Anderson calls for a vote on the motion. Carried, Anderson opposed. Francis then further requested to amend the agenda with the addition of item "D. Board Approval for hiring, firing, promoting and demoting CAFA employees." Motion by Bollinger, second by Koseck, to approve the agenda as amended. Carried unanimous

Consent Agenda: Motion by Bollinger, second by Maier, to approve the consent agenda (approval of the Regular Meeting Minutes for March 19, 2012-- as amended by Bollinger, approval of invoices paid, and approval of the treasurer's report as presented). Carried unanimous.

Old Business:

- A. Status and Implementation of Suggestion Box – Discussed, no Board action needed
- B. Status of Dexter Township Contract – Motion by Bollinger, Second by Maier, approve the contract with the taxable amount of the area to be covered by CAFA as \$8,790,763.00. Carried, Francis Opposed
- C. CAFA/DAFD 2013 Contract for Lima Township - No Board action necessary.
- D. Agenda Item Submission and Deadlines – Plan is to submit agenda items to Kim by noon of second Tuesday of the month. Board discussed no action necessary
- E. Electronic Bill Pay – Kim Payeur – Discussed no Board action needed.

New Business:

- A. Document archiving discussion – Kim Payeur – Board discussed surrounded: what is to be the cost, scope, and possible need for an archiving policy. Motion by Bollinger, second by Maier, have Kim Payeur research electronic archiving including cost, procedure and requirements. Carried unanimous
- B. CAFA Operational and Administrative Evaluation discussion – Chief Payeur said cost will be approximately \$15,000.00. Board has concerns about what would be the scope of the study, timeline for accomplishing the study, concern about how this will fit in the budget. The Board directed Chief Payeur to get a minimum of two preliminary bids for an operations and administration evaluation.
- C. Paint Chelsea Pink Funds and Firefighter Account at TFC Bank – Anderson shows the Board email from Attorney Ron Richards (CAFA attorney) in reply to a question from Chief Payeur re: the fund held by firefighters. In Richard's opinion the CAFA Board does not have any control over those funds.

Motion by Koseck, second by Anderson, to take the Chelsea Fireman's Fund off the balance sheet. Bollinger asks for roll call vote. The Board had further discussion on the motion over whether or not this should not be part of the budget. Chair calls the question, Koseck—yes, Maier—yes, Bollinger—no, Francis—no, Anderson—yes. Carried, Bollinger and Francis opposed.

- D.** Board Approval for hiring, firing, promoting and demoting CAFA employees Motion by Francis, second by Bollinger, that the CAFA Board has final approval on hiring, firing, promoting, and demoting of CAFA personnel. Further discussion was held by the Board. Anderson asks for a Roll Call vote. Koseck – abstains, Maier – abstains, , Bollinger – yes, Francis—yes, Anderson—no.

Reports:

- A.** Chief Payeur presented his monthly report.
B. Policy, Procedure and Personnel Committee Update – Board discussed the goals of the PPP committee with no direction or Board directives given.

Incident Statistics: The incident statistics for March, 2013 were presented by Chief Payeur.

Next Meeting Date/Place and Information/Announcements: The next regular meeting is scheduled for 9:00AM on Tuesday, May 20, 2013, at the CAFA Fire Station, 200 W. Middle Street.

Adjournment: Motion by Anderson, second by Maier, to adjourn. Carried unanimous. Adjourned at 10:42AM.

John Francis – Secretary

(Approved as presented at the Regular Meeting held June 18, 2013)