

OFFICIAL PROCEEDINGS  
OF THE  
LOWELL AREA FIRE AND EMERGENCY  
SERVICES AUTHORITY

MONDAY, SEPTEMBER 19, 2011

LOOK MEMORIAL FIRE STATION

Present: CITY OF LOWELL Jake Callier  
Maryalene LaPonsie.

LOWELL CHARTER TOWNSHIP Clifford Bonn  
Carlton Blough

VERGENNES TOWNSHIP Tim Wittenbach

Absent: Jim Herb

Also Present: Frank Martin, Sue Olin and Mark Howe.

In the absence of Jim Herb, Carlton Bough served as Acting Chair.

IT WAS MOVED BY WITTENBACH and supported by CALLIER to approve the minutes of the June 6, 2011, meeting as presented. Motion carried.

Item #1. TREASURER'S REPORT. City Treasurer Sue Olin presented the Treasurer's Report. All revenue to date has been received from the city and both townships. The grant for the extrication equipment has been received. There was a change in the check register report.

IT WAS MOVED BY WITTENBACH and supported by CALLIER to approve the Treasurer's Report as presented. Motion carried.

There was further discussion on the amount of fund balance for the 6/30/11 fiscal year as the authority ended with a pre-audit deficit of almost \$4,000. In order to cover the balance for cash flow purposes the city advanced enough to cover the deficit. The authority members felt a discussion with the townships and city should take place to determine the appropriate level of fund balance that the authority should carry. There was also discussion on how future capital purchases may impact the level of fund balance carried by the authority. Members agreed to share the information with their respective governmental units and begin the discussion and to also schedule a special meeting if necessary once the audit has been completed.

Item #3. FIRE CHIEF REPORT AND UPDATES. Fire Chief Frank Martin presented his report which included replacing lights in the bay area, Downtown Development Authority approval of funds to replace the roof at the fire station and a grant from FM Global for fire prevention and fire education was received. An

application for a Homeland Security Grant has been submitted for the replacement of a tanker and repairs to truck #10.

The next meeting is scheduled for Monday, December 12, 2011 at 4 p.m.

The meeting was adjourned at 5:07 p.m.

---

Jim Herb, Chair

---

Mark Howe, Recording Secretary