

BRIGHTON AREA FIRE AUTHORITY  
November 14, 2019  
Regular Board Meeting

A Regular Meeting of the Brighton Area Fire Authority Board was held on Thursday, November 14, 2019 at the Main Fire Station at 615 W. Grand River Ave., Brighton, Michigan. This Regular Meeting was called to order by Chairperson Jim Muzzin, at 8:00 a.m.

PRESENT: BILL ROGERS  
JIM MORTENSEN  
LUCILLE WEAIRE  
SHAWN PIPOLY  
JIM MUZZIN  
MIKE CORRIGAN

ABSENT: PATRICK MICHEL

ALSO PRESENT: Chief O'Brian  
Neal Nielsen, Esq.  
Ken Palka – Pfeffer, Hanniford & Palka, C.P.A.  
Charles Hainstock – Pfeffer, Hanniford & Palka, C.P.A. (Arr: 8:05)

Pledge of Allegiance

Call to the Public

None

Approval of Consent Agenda

19:053 Motion by Bill Rogers supported by Mike Corrigan

That we approve the Consent Agenda as amended.

Motion carried unanimously.

Approval of Regular Agenda

19:054 Motion by Lucille Weaire supported by Mike Corrigan

That we approve the Regular Agenda as amended.

Motion carried unanimously.

Introduction and Oath of Office for New Fire Inspector and Fire Protection Specialist

Chief introduced Arthur Slavik as our new Fire Inspector who will be filling the vacancy left by Don Hall's retirement and Carl Crimaldi as Fire Protection Specialist to the Board. Tara Brown, the Clerk from the City of Brighton, administered the Oath of Office.

Approval of Check Register

19:055 Motion by Jim Mortensen, supported by Mike Corrigan  
That we approve the October 2019 check register

Motion carried unanimously

Audit Presentation for Year Ending June 30, 2019

Ken Palka and Charles Hainstock of Pfeffer, Hanniford & Palka, C.P.A. presented the DRAFT summary letter and the Audit, and went through them in detail. They indicated that we are in excellent financial condition.

19:056 Motion by Bill Rogers, supported by Mike Corrigan

That we accept and file the Audit Report presented by Ken Palka, C.P.A., of Pfeffer, Hanniford & Palka, Certified Public Accountants.

Motion carried unanimously.

Contract with CPA firm of Pfeffer, Hanniford & Palka

19:057      Motion by Mike Corrigan, supported by Shawn Pipoly

To extend our contract with Pfeffer, Hanniford & Palka-Certified Public Accountants for another three-year period for 2020, 2021 & 2022 at \$14,500 per year.

AYES:        Jim Muzzin, Shawn Pipoly, Lucille Weaire, Mike Corrigan, Bill Rogers  
                 Jim Mortensen  
NAYS:        None  
ABSENT:      Patrick Michel

Motion carried: 6-0

Update on Fire Station 34 Addition/Renovation

Since the previous meeting, the Authority staff has met multiple times with the architect to continue to develop the project and bid documents.

Staff has issued preliminary "RFP" documents for the bid process. A Pre-Bid mandatory walk through is being held November 14<sup>th</sup> at 11:00 am at Station 34 located at 2755 Dorr Rd., Brighton. The Sealed bids are due by Friday, December 13<sup>th</sup>, 2019 at 2 pm. Once the bids are reviewed, we will conduct interviews and then meet with the full BAFA board for contractor selection and approval. The construction budget and time frame will be shared at the December board meeting. We estimate the bids to come in between 2.9 and 3.5 million dollars.

Letter of Interest for Citizen at Large Position

Those persons interested in the "Citizen at Large" position will need to submit their letter of interest to the attention of Chief O'Brian at Brighton Area Fire Authority 615 W. Grand River, Brighton, MI 48116 by December 5<sup>th</sup>, 2019.

December Board Meeting Date

In order to have time to review construction bids and interview potential contractors we would like to move the December 12<sup>th</sup> board meeting to December 19<sup>th</sup> so we can stay on track with our construction time-line.

19:058          Motion by Mike Corrigan, supported by Lucille Weaire

That we move the December 12<sup>th</sup> board meeting to December 19<sup>th</sup>

Motion carried unanimously

Good of the Order

Captain Hall's Retirement party on Nov. 7<sup>th</sup> was well attended and we thank everyone who came out in support of his 50 years of service to the community.

Our crews have been very busy this week due to the 8" of snow. There have been many vehicle crashes and we have scheduled extra staff to deal with the situation.

The Halloween party was fantastic again this year, a big thank-you to Philip Mattern for spear-heading the event. Our crowds were down a bit from years past due to the inclement weather but was very well received by everyone who attended. Thank you to everyone who helped out this year, we couldn't pull it off without your support.

We are in the process of finalizing the next round of hiring. We will be adding four full-time positions. Three as part of the SAFER Grant and one to backfill the vacancy left by Art Slavik who took the Fire Inspector position vacated by Don Hall.

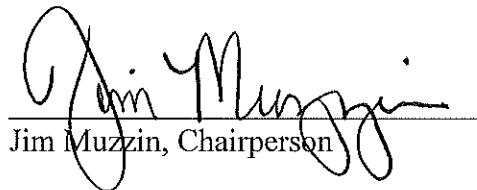
Lucille Weaire commented on how she enjoyed Don's Retirement party and how nice it was to visit with with everyone including former Chief Shinske and other public officials.

Neal Nielsen commented that there are judges that are up for re-election next year and that we should invite them to our Jan., Feb., March 2020 board meeting to introduce themselves.

Adjournment

Motion by Mike Corrigan, supported by Lucille Weaire that we adjourn this meeting.

Motion carried unanimously. This meeting was adjourned at 8:47 a.m.

  
Jim Muzzin, Chairperson