**SUTTONS BAY-BINGHAM FIRE & RESCUE AUTHORITY**

 **REGULAR BOARD OF DIRECTOR’S MEETING**

 **May 18, 2022**

 **As Approved**

**I. Call meeting to order**

 Dorothy Petroskey, President, called the regular meeting of the Suttons Bay

 Fire & Rescue Authority, to order on Wednesday May 18, 2022 at 12:01 pm

 at the Suttons Bay Fire Hall, Suttons Bay, Michigan.

**II. Roll call – Quorum Present**

 Present: Dorothy Petroskey, John Holcombe, Sandra Grant

 Absent: Mike Hill, Tom Lhamon

 Staff Present: Chief Jim Porter

Guests: None

**III**  **Public Comment**

 None

**IV Approval of Agenda**

 ***Sandra Grant/moved, John Holcombe/supported, to approve the agenda,***

 ***passed.***

**V. Approval of Minutes -**

 ***John Holcombe/moved, Sandra Grant/supported, to approve the April 12, 2022***

 ***Minutes as presented, passed.***

 **VI. Fire Chief Report**

* April 2022 Response Statistics - 52
* Ballot language submitted to the County
* Looking to take delivery of our new engine 4-6 weeks

**I. Treasurer's Report**

 None

**II. Accounts Payable**

 ***Dorothy Petroskey/moved, John Holcombe/supported, to approve accounts payable***

 ***in the amount of $28,193.44, passed.***

**III. Correspondence**

 No correspondence.

**IV. New Business**

1. **Resolution # 2022-5-18-1 2% Grant May Cycle**

The May cycle of the Grand Traverse Band 2% grant to be turned in by May 31,2022

Discussion was held as to what the grant request should be

***Consensus of the Board to allow Chief James Porter to apply to the Grand Traverse Band for a 2% grant in the amount of $100,000.00, for the Departments building remodel project.***

***Roll call vote:***

 ***Petroskey Yes, Holcombe Yes, Grant Yes. No: None, passed.***

 **2. EMS Account Write-Offs (bad debt) & Collection Referrals**

 ***Sandra Grant/moved, John Holcombe/supported, to approve Accu-Med***

 ***submitting the following accounts for write-off, parties involved meets***

 ***Department Policy #3.11., passed.***

 **Run Number $Amount Run Number $Amount**

 **254689 131.36 283234 250.00**

 **Total $ 381.36**

 ***Sandra Grant/moved, John Holcombe/supported, to approve Accu-Med***

 ***submitting the following accounts for referral to the Department's***

 ***selected collection agency for collection (Central Professional Credit***

 ***Service). Upon review it appears that all accounts qualify for referral***

 ***to collection per Department Policy #3.11, passed.***

**Run Number $Amount Run Number $Amount**

 31693 375.00 31695 375.00

101198 275.00

 **TOTAL $1,025.00**

1. **Audit Report - Tobin & Co.**

 ***Dorothy Petroskey /moved, Sandra Grant/supported, to authorize Chief Porter***

 ***to sign the Audit Letter with Tobin & Co. to retain their services (audit)***

 ***for fiscal year ending March 31, 2022, PASSED.***

**V. Old Business**

No old business.

**VI. Authority Board of Director Member Comments - None**.

**VII. Adjournment**

The meeting was adjourned at 12:20 p.m.

**Minutes by James H Porter Jr, Chief of Department**

**Michael Hill, Secretary**