**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**