

MINUTES  
CHELSEA AREA FIRE AUTHORITY  
**REGULAR BOARD MEETING**  
November 17, 2015 9:00 AM  
City Police Department  
City of Chelsea Council Chambers  
311 S. Main Street  
Chelsea, Michigan

1. **Call to Order:** Meeting called to order at 9:00 AM by Interim Chair Osborne.

2. **Pledge of Allegiance:**

3. **Quorum:**

**Quorum present:** - Members present: Tom Osborne, Vince Spade, Kurt Koseck, Jim Myles, Linda Reilly and Chief Payeur

**Members absent:** Craig Maier

**Also present:** Kim Payeur

A Quorum was present.

4. **Approval of Regular Agenda:** Motion by Koseck, seconded by Reilly, to approve the agenda as presented. Carried unanimous.

5. **Approval of Consent Agenda:** Motion by Koseck, seconded by Reilly, to approve the consent agenda as presented. Carried unanimous.

6. **Public Comment:** No comment.

7. **Chief's Report:** Chief Payeur presented his report.

8. **Unfinished Business**

A. Chief's Evaluation (Interim-Chair Osborne): Osborne instructed the CAFA Board members to complete the Employee Performance Appraisal Form (supplied by YourSource Management) for Chief Payeur's evaluation and submit the completed form to him.

B. Proposed 2016 Budget (Chief Payeur): Chief Payeur reviewed the proposed 2016 CAFA Budget with the Board and will send an electronic copy to the Local Townships and City of Chelsea for review and comments.

Motion by Koseck, seconded by Myles, to submit the 2016 CAFA Proposed Operational Budget to the Local Townships and City of Chelsea for review and comments. Carried unanimous.

9. **New Business:** None

10. **Reports:**

A. Chairperson None given

B. Vice Chairperson None given

- C. Secretary None given
- D. Treasurer Koseck requested a CAFA Calendar.
- E. Trustees James Myles gave the board his cell phone number.

**11. Announcements:**

A. **Next Meeting Date/Place and Information/Announcements:**

The next Regular CAFA Meeting will be at 9:00 AM on Tuesday, December 15, 2015, at the City of Chelsea, City Council Chambers, at 311 S. Main St., Chelsea, Michigan.

**12. Adjournment:** Motion by Koseck, seconded by Reilly, to adjourn. Carried unanimous. Adjourned at 9:38 AM.

Linda Reilly - Secretary