



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
Phone: 269 857-3000
E-mail: Office@saugatuckfire.org

FIRE DISTRICT BOARD MEETING

4:00pm – January 20th, 2020

AGENDA

1. Call to Order:
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
4. Reminder: It is requested that the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*):
6. Approval of Minutes:
 - A. **December 16th, 2019**
7. Public Comment on Agenda Items Only (Limit 3 minutes):
8. **Special Guest Speaker – Audit Review**
 - A. **Dan Veldhuizen of Siegfried Crandall P.C.**
9. Request for Payment:
 - A. **Account Payables (Roll Call Vote)**
 - B. **Financial Report**
10. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 - B. **Year End Stats 2019**
 - C. **Cost Recovery Filings 2019**
 - D. **Community Risk Reduction**
 1. **State of Michigan experienced 102 fatal fires year to date for 2019, 7 since last meeting.**
 2. **CRR Year End Stats**
 - i. **Rental Inspections**
 - ii. **Plan Reviews/Project/Construction Inspections**
 - iii. **Smoke Alarm & Address Sign Installs**
 - E. **PFAS/AFFF Foam has been removed from site**
 - F. **Department and personnel MDHHS EMS licenses and CPR/AED Certifications are all current.**
 - G. **Grant Applications**
 1. **MFFTC – Live Fire Training Facility**
 2. **MMRMA – Apparatus Chevron, Inspector Classes, Live Fire Training Facility**
 3. **Enterger – Live Fire Training Facility Re-Submittal**
 4. **Macatawa Area Coordinating Council – Live Fire Training Facility**
11. Unfinished Business:
 - A. **Fire Board and Fire Code Board of Appeals Member Pay Rates**
12. New Business:
 - A. **Funding Approval Request – FLIR Thermal Imaging Camera - \$7,799.00 (Roll Call Vote)**
 - B. **Schedule Changes – Full Time Staff**
 - C. **Lucy/Water Street Boat Dock Update**
 - D. **Personnel Discussion – (It is anticipated that the Fire Board may enter into closed session.)**
 - E. **Personnel Discussion – Open Session Vote**
 - F. **Fire Board Member and Fire Board Group Photo (at close of meeting)**
13. Correspondence:
 - A. **None**
14. Public Comments: (Limit 3 minutes):
15. Fire Board Comments:
16. Adjournment:

NOTICE

This facility is wheelchair accessible with accessible parking spaces available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck Township Fire District at 269-857-3000 for further information.



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FIRE DISTRICT BOARD MEETING

4:00pm – December 16th, 2019

DRAFT MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 4:01pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: S. Aldrich, D. Fox, J. Verplank, T. Pullen
ABSENT with Notice: E. Beckman, S. Phelps, A. Miller
Also Present: Chief Greg Janik, P. Stanislawski
4. Reminder: It is requested that the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*):
 - A. **Motion by Fox 2nd by Aldrich to approve the agenda as amended adding #13A & #13B correspondence. No discussion, motion carries unanimously.**
6. **Welcome New Member & Swearing in Oath of Office – Tarue Pullen**
 - A. **T. Pullen was sworn in by Chief Janik**
7. Approval of Minutes:
 - A. **November 18th, 2019**
 - a. **Motion by Aldrich, 2nd by Fox to approve the minutes of the 11/18/2019 meeting as presented. No discussion, motion carries unanimously.**
8. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
9. Request for Payment:
 - A. **Account Payables (Roll Call Vote)**
Motion by Pullen, 2nd by Fox to pay the invoices in the amount of \$113,300.46. Discussion ensued.
YAYS: Pullen, Fox, Aldrich, Verplank
NAYS: None
ABSENT with Notice: Beckman, Phelps, Miller
Motion passes 4:0
 - B. **Financial Report**
 - i. **Financial report was reviewed by P. Stanislawski.**
10. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 1. **Incident report statistics were reviewed – 938 calls year to date.**
 2. **5:39 – average response time year to date.**
 - i. **Fox requested reports breaking out response times by geographic area. E. Kirchert will work on new reports to reflect these.**
 - B. **Community Risk Reduction**
 1. **State of Michigan experienced 95 fatal fires year to date for 2019, 20 since last meeting.**
11. Unfinished Business:
 - A. **None**
12. New Business:
 - A. **Fire Board and Fire Code Board of Appeals Member Pay Rates**
 1. **Discussion ensued that the Fire Board is currently paid \$26.00 per meeting, with the local average being \$50.00-\$75.00 per meeting. Will be discussed again at a future meeting when there is a full board present.**



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B. Michigan Public Services Commission – Request for Fire Board to write letter regarding MPSC Docket No. U-20629 for down utility line emergency response.

1. All agree to write a letter opposing the 6 hours, have it be signed by all Fire Board Members, and also send it to Representative Whiteford, Senator Nesbitt, Representative, Upton, and all of the local municipalities.

C. Fire Board 2020 Schedule of Meetings Approval (Roll Call Vote)

1. Motion by Fox, 2nd by Pullen to approve the Fire Board Schedule of Meetings for 2020 as presented.

YAYS: Fox, Pullen, Aldrich, Verplank

NAYS: None

ABSENT with Notice: Beckman, Phelps, Miller

Motion passes 4:0

13. Correspondence:

- A. Email from homeowner Lyn Eickhoff at Yamoto Way thanking the Fire District for their professionalism and competence demonstrated by each member while saving her house from fire.
- B. Thank you letter from Representative Whiteford and laminated articles from jobs well done by the Fire District over the past year.

14. Public Comments: (Limit 3 minutes): None

15. Fire Board Comments:

- A. Chief Janik reviewed pictures of Lakeshore Drive, and showed pictures of the brush truck that has been outfitted with Large Diameter Hose, tools, and airpaks to service the 14 homes north of the affected area.
- B. T. Pullen is glad to be a part of the board and believes our agendas and minutes are very well presented.

16. Adjournment: Meeting adjourned at 5:14pm

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01/17/2020 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 12/17/2019 - 01/20/2020				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
12/20/2019	DD2617(A)	ALDRICH, STACEY	PAYROLL	25.43
12/20/2019	DD2618(A)	BECKMAN, ERIC	PAYROLL	25.83
12/20/2019	DD2619(A)	BEEK, HEATHER	PAYROLL	572.07
12/20/2019	DD2620(A)	BERNHARDY, CHRISTOPHER	PAYROLL	469.43
12/20/2019	DD2621(A)	BETTS, MICHAEL	PAYROLL	1,250.47
12/20/2019	DD2622(A)	BLATT, DAVID	PAYROLL	802.40
12/20/2019	DD2623(A)	BLOK, MICHAEL	PAYROLL	996.88
12/20/2019	DD2624(A)	BROCKERMAN, ROBERT	PAYROLL	365.92
12/20/2019	DD2625(A)	DEMOND, KALEB	PAYROLL	570.20
12/20/2019	DD2626(A)	DORNBUSH, KALEIGH	PAYROLL	206.49
12/20/2019	DD2627(A)	ENGLAND, MICHAEL	PAYROLL	677.94
12/20/2019	DD2628(A)	GARGANO, CHRISTINE	PAYROLL	599.43
12/20/2019	DD2629(A)	GARGANO, MARK	PAYROLL	613.38
12/20/2019	DD2630(A)	GREEN, MICHELLE	PAYROLL	609.97
12/20/2019	DD2631(A)	JANIK, GREG	PAYROLL	644.25
12/20/2019	DD2632(A)	KIRCHERT, ERIK	PAYROLL	847.65
12/20/2019	DD2633(A)	MANTELS, CHRISTOPHER	PAYROLL	404.26
12/20/2019	DD2634(A)	MARR, SEAN	PAYROLL	618.39
12/20/2019	DD2635(A)	MCGOWAN, WILLIAM	PAYROLL	155.12
12/20/2019	DD2636(A)	MEISTE, JAMES	PAYROLL	593.05
12/20/2019	DD2637(A)	MEYER, KYLE	PAYROLL	607.27
12/20/2019	DD2638(A)	MILESKIEWICZ, JOHN	PAYROLL	594.24
12/20/2019	DD2639(A)	MILLER, AARON	PAYROLL	25.43
12/20/2019	STUB71(A)	MINNIEAR, HARRY	PAYROLL	0.00
12/20/2019	DD2640(A)	MOKMA, WAYNE	PAYROLL	366.41
12/20/2019	DD2641(A)	MOORADIAN, KATHRYN	PAYROLL	26.12
12/20/2019	20103	PHELPS, DONALD	PAYROLL	26.42
12/20/2019	DD2642(A)	PINA, ALYSSA	PAYROLL	500.82
12/20/2019	DD2643(A)	REWA, LANDON	PAYROLL	425.38
12/20/2019	DD2644(A)	SEYMOUR, SCOTT	PAYROLL	569.57
12/20/2019	DD2645(A)	STARRING, LINUS	PAYROLL	807.45
12/20/2019	DD2646(A)	STURM, ELLIOTT	PAYROLL	459.17
12/20/2019	DD2647(A)	VAN AUKEN, LAUREL	PAYROLL	867.44
12/20/2019	DD2648(A)	VERPLANK, JANE	PAYROLL	26.42
12/20/2019	DD2649(A)	WILKINSON, ERIN	PAYROLL	397.18
12/20/2019	EFT679(E)	457 MERS	PAYROLL	2,934.20
12/20/2019	EFT680(E)	MISDU	PAYROLL	217.86
12/20/2019	EFT681(E)	IRS	PAYROLL	4,697.72
12/27/2019	DD2650(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,255.15
12/27/2019	DD2651(A)	BETTS, MICHAEL	PAYROLL	1,001.96
12/27/2019	DD2652(A)	JANIK, GREG	PAYROLL	1,970.00

01/17/2020 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 12/17/2019 - 01/20/2020				
Check Date	Check	Vendor Name	Description	Amount
12/27/2019	DD2653(A)	MANTELS, CHRISTOPHER	PAYROLL	2,211.06
12/27/2019	DD2654(A)	MEYER, KYLE	PAYROLL	1,231.64
12/27/2019	DD2655(A)	MILESKIEWICZ, JOHN	PAYROLL	1,300.85
12/27/2019	EFT682(E)	457 MERS	PAYROLL	1,330.61
12/27/2019	EFT683(E)	MISDU	PAYROLL	217.86
12/27/2019	EFT684(E)	IRS	PAYROLL	2,890.69
12/27/2019	EFT685(E)	MERS	PAYROLL	3,146.78
12/27/2019	EFT686(E)	STATE OF MICHIGAN	PAYROLL	1,908.32
12/31/2019	1601(E)	KAL LAKE SEWER WATER	WATER	201.80
12/31/2019	1602(E)	STATE OF MICHIGAN	PAYROLL TAXES	347.40
12/31/2019	1603(E)	COMCAST	TELEPHONE	19.58
12/31/2019	1604(E)	MACATAWA BANK	BANKING	124.16
01/08/2020	20104	MICHIGAN FIRE INSPECTORS	FIRE INSPECTOR EXAMS	1,400.00
01/08/2020	1605(A)	ALARM 5	SCBA MASKS	579.64
01/08/2020	1606(A)	APPLIED IMAGING	COPIER USE	292.12
01/08/2020	1607(A)	FASTENAL	SUPPLIES	142.18
01/08/2020	1608(A)	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	90.88
01/08/2020	1609(A)	INTERURBAN TRANSIT AUTHORITY	FLOOD TOUR	48.00
01/08/2020	1610(A)	MOTOROLA SOLUTIONS INC	RADIOANTENNAS	231.75
01/08/2020	1611(A)	LORRIE PASTOOR	CLEANING	180.00
01/08/2020	1612(A)	PRAXAIR	CYLINDER RENTAL	124.23
01/08/2020	1613(A)	SISTERS IN INK	SUPPLIES	6.00
01/08/2020	1614(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	52.00
01/10/2020	DD2656(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,255.27
01/10/2020	DD2657(A)	BETTS, MICHAEL	PAYROLL	1,004.75
01/10/2020	DD2658(A)	JANIK, GREG	PAYROLL	1,971.66
01/10/2020	DD2659(A)	MANTELS, CHRISTOPHER	PAYROLL	1,893.79
01/10/2020	DD2660(A)	MEYER, KYLE	PAYROLL	1,234.26
01/10/2020	DD2661(A)	MILESKIEWICZ, JOHN	PAYROLL	1,234.26
01/10/2020	EFT687(E)	457 MERS	PAYROLL	1,469.07
01/10/2020	EFT688(E)	MISDU	PAYROLL	217.86
01/10/2020	EFT689(E)	IRS	PAYROLL	2,881.30
01/20/2020	1615(E)	COMCAST	TELEPHONES & INTERNET	263.66
01/20/2020	1616(E)	CONSUMERS ENERGY	BOAT DOCK	57.69
01/20/2020	1617(E)	CONSUMERS ENERGY	FIRE STATION	494.61
01/20/2020	1618(E)	FIRST BANKCARD	IFC DUES	8,854.14
01/20/2020	1619(E)	HEALTH SAVINGS ACCOUNT	HEALTH SAVINGS ACCOUNT	1,950.00
01/20/2020	1620(E)	KAL LAKE SEWER WATER	WATER	205.09
01/20/2020	1621(E)	MENARDS	BUILDING MAINTENANCE	136.94
01/20/2020	1622(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	461.31
01/20/2020	1623(E)	PRIORITY HEALTH	HEALTH INSURANCE	2,659.45
01/20/2020	1624(E)	REPUBLIC SERVICES 240	TRASH & RECYCLING	115.87
01/20/2020	1625(E)	SHELL	GASOLINE & DIESEL	49.30

01/17/2020 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 12/17/2019 - 01/20/2020				
Check Date	Check	Vendor Name	Description	Amount
01/20/2020	20105	DUNES VIEW KWIK SHOP INC	GASOLINE & DIESEL	562.02
01/20/2020	20106	EMERGENCY VEHICLE SERVICES INC	2142 TANKER REPAIR	1,836.68
01/20/2020	20107	GRAPHIX EMBROIDERY INC	UNIFORMS	13.00
01/20/2020	20108	IHLE AUTO PARTS	SUPPLIES	11.79
01/20/2020	20109	I.T. RIGHT	COMPUTER SUPPORT	3,697.00
01/20/2020	20110	PROFESSIONAL EMERGENCY SERVICES	TRAINING	4,400.00
01/20/2020	20111	COVERCO INC	TABLE COVER	180.00
01/20/2020	20112	FENCE CONSULTANTS	LIVE FIRE FENCE	8,202.19
01/20/2020	20113	WMFPC	DUES	250.00
01/20/2020	20114	GOLFIRE INC	HELMET SHIELDS	150.95
01/20/2020	20115	OVERISEL LUMBER CO	REPAIRS	18.76
01/20/2020	20116	SIEGFRIED CRANDALL PC	AUDIT	750.00
01/20/2020	20117	SOUTHSIDE BODY & FABRICATION INC	SIDE BY SIDE TRAILER	270.00
01/20/2020	20118	STANDARD	INSURANCE	656.63
01/20/2020	20119	ZORO	SUPPLIES	142.42
01/20/2020	1626(A)	ALLEGAN TREASURER	TAX CHARGE BACK	99.92
01/20/2020	1627(A)	BLOOM SLUGGETT PC	LEGAL FEES	980.00
01/20/2020	1628(A)	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	261.51
01/20/2020	1629(A)	MCKESSON	PUMP SUCTION	4,731.65
01/20/2020	1630(A)	OFFICE DEPOT	OFFICE SUPPLIES	124.18
01/20/2020	1631(A)	CITY OF SAUGATUCK	FINANCE SERVICES	1,275.00
01/20/2020	1632(A)	SHAGS-SHOP INC	ROAD GRATER	300.00
01/20/2020	1633(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	104.00
Total of 107 Checks:				104,330.30
Less 0 Void Checks:				0.00
Total of 107 Disbursements:				104,330.30

Vendor Name	Description	Amount
1. ALARM 5	SCBA MASKS	579.64
2. ALLEGAN TREASURER	TAX CHARGE BACK	99.92
3. APPLIED IMAGING	COPIER USE	292.12
4. BLOOM SLUGGETT PC	LEGAL FEES	980.00
5. CITY OF SAUGATUCK	FINANCE SERVICES	1,275.00
6. COMCAST	TELEPHONE	19.58
	TELEPHONES & INTERNET	263.66
	TOTAL	283.24
7. CONSUMERS ENERGY	BOAT DOCK	57.69
	FIRE STATION	494.61
	TOTAL	552.30
8. COVERCO INC	TABLE COVER	180.00
9. DUNES VIEW KWIK SHOP INC	GASOLINE & DIESEL	562.02
10. EMERGENCY VEHICLE SERVICES INC	2142 TANKER REPAIR	1,836.68
11. FASTENAL	SUPPLIES	142.18
12. FENCE CONSULTANTS	LIVE FIRE FENCE	8,202.19
13. FIRST BANKCARD	IFC DUES	135.00
	UNIFORMS, MAINTENANCE & TRAINING	4,661.60
	REPAIRS, SUPPLIES & TRAINING	3,931.72
	SUPPLIES	125.82
	TOTAL	8,854.14
14. GOLDFIRE INC	HELMET SHIELDS	150.95
15. GRAPHIX EMBROIDERY INC	UNIFORMS	13.00
16. HEALTH SAVINGS ACCOUNT	HEALTH SAVINGS ACCOUNT	1,950.00
17. I.T. RIGHT	COMPUTER SUPPORT	1,392.00
	COMPUTER SUPPORT	2,305.00
	TOTAL	3,697.00
18. IHLE AUTO PARTS	SUPPLIES	11.79
19. INTERURBAN TRANSIT AUTHORITY	FLOOD TOUR	48.00
20. KAL LAKE SEWER WATER	WATER	201.80
	WATER	205.09
	TOTAL	406.89
21. LORRIE PASTOOR	CLEANING	180.00
22. MACATAWA BANK		

Vendor Name	Description	Amount
23. MCKESSON	BANKING	124.16
	SENSOR	429.99
	OXIMETER	2,999.95
	MEDICAL SUPPLIES	169.33
	RESUSCITATOR	81.81
	PUMP SUCTION	551.73
	MEDICAL SUPPLIES	78.85
	THERMOMETER	419.99
	TOTAL	4,731.65
24. MENARDS	BUILDING MAINTENANCE	136.94
25. MICHIGAN FIRE INSPECTORS	FIRE INSPECTOR EXAMS	1,400.00
26. MICHIGAN GAS UTILITIES	NATURAL GAS	461.31
27. MOTOROLA SOLUTIONS INC	RADIOANTENNAS	231.75
28. OFFICE DEPOT	OFFICE SUPPLIES	124.18
29. OVERISEL LUMBER CO	REPAIRS	18.76
30. PRAXAIR	CYLINDER RENTAL	124.23
31. PRIORITY HEALTH	HEALTH INSURANCE	2,659.45
32. PROFESSIONAL EMERGENCY SERVICES	TRAINING	4,400.00
33. REPUBLIC SERVICES 240	TRASH & RECYCLING	115.87
34. SHAGS-SHOP INC	ROAD GRATER	300.00
35. SHELL	GASOLINE & DIESEL	49.30
36. SIEGFRIED CRANDALL PC	AUDIT	750.00
37. SISTERS IN INK	SUPPLIES	6.00
38. SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	261.51
	OFFICE SUPPLIES	90.88
	TOTAL	352.39
39. SOUTHSIDE BODY & FABRICATION INC	SIDE BY SIDE TRAILER	270.00
40. STANDARD	INSURANCE	656.63
41. STATE OF MICHIGAN	PAYROLL TAXES	347.40
42. WEST MICHIGAN UNIFORM	SHOP TOWELS	52.00
	SHOP TOWELS	104.00
	TOTAL	156.00
43. WMFPC	DUES	250.00
44. ZORO	SUPPLIES	142.42

TOTAL - ALL VENDORS

Vendor Name	Description	Amount
FUND TOTALS:		
Fund 206 - FIRE FUND		39,903.31
Fund 210 - REGIONAL TRAINING CENTER		8,202.19

User: Peter

DB: Stfd

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	PREV YEAR
		AMENDED BUDGET	01/31/2020 NORM (ABNORM)	MONTH 01/31/20 INCR (DECR)	BALANCE NORM (ABNORM)		% BDGT USED
Fund 206 - FIRE FUND							
Revenues							
Dept 000							
206-000-401.000	SAUGATUCK CITY	353,500.00	153,748.14	95,280.02	199,751.86	43.49	51.83
206-000-402.000	SAUGATUCK TOWNSHIP	716,000.00	305,311.92	256,200.66	410,688.08	42.64	19.89
206-000-403.000	DOUGLAS CITY	360,500.00	184,881.42	160,019.87	175,618.58	51.28	53.30
206-000-450.000	FIRE SERVICES	3,000.00	3,150.31	382.12	(150.31)	105.01	375.93
206-000-460.000	INSPECTION & PLAN REVIEW FEES	6,000.00	3,083.00	50.00	2,917.00	51.38	92.05
206-000-465.000	COST RECOVERY	5,000.00	6,514.59	0.00	(1,514.59)	130.29	121.21
206-000-560.000	GRANTS & DONATIONS	0.00	3,359.25	3,205.25	(3,359.25)	100.00	99.47
206-000-665.000	INTEREST	2,000.00	4,697.35	0.00	(2,697.35)	234.87	98.92
206-000-685.000	SALES OF ASSETS	0.00	0.00	0.00	0.00	0.00	120.00
Total Dept 000		1,446,000.00	664,745.98	515,137.92	781,254.02	45.97	37.38
TOTAL REVENUES		1,446,000.00	664,745.98	515,137.92	781,254.02	45.97	37.38
Expenditures							
Dept 336 - FIRE FUND							
206-336-702.000	BOARD SALARY	3,150.00	930.00	0.00	2,220.00	29.52	49.00
206-336-704.000	CHIEF SALARY	73,290.00	38,598.25	2,818.85	34,691.75	52.67	55.21
206-336-705.000	OFFICER SALARIES	9,000.00	2,595.80	0.00	6,404.20	28.84	33.44
206-336-708.000	CAREER FIREFIGHTER	245,000.00	124,788.68	9,269.85	120,211.32	50.93	50.83
206-336-709.000	OPERATIONAL WAGES	45,000.00	21,740.88	0.00	23,259.12	48.31	56.31
206-336-709.500	PAID ON CALL STIPEND	115,000.00	32,381.30	0.00	82,618.70	28.16	0.00
206-336-710.000	FIRE CALLS	60,000.00	20,998.25	0.00	39,001.75	35.00	65.72
206-336-711.000	MEDICAL CALLS	30,000.00	13,186.49	0.00	16,813.51	43.95	49.82
206-336-712.000	TRAINING	23,000.00	13,278.75	0.00	9,721.25	57.73	42.45
206-336-713.000	SPECIAL EVENTS	10,000.00	7,960.85	0.00	2,039.15	79.61	75.48
206-336-720.000	PAYROLL TAXES	50,000.00	22,807.28	1,251.20	27,192.72	45.61	57.76
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	75,000.00	44,182.63	5,266.08	30,817.37	58.91	56.25
206-336-722.000	WORKER COMP INSURANCE	40,000.00	23,814.10	0.00	16,185.90	59.54	80.34
206-336-723.000	RETIREMENT	62,360.00	34,060.72	2,214.24	28,299.28	54.62	58.19
206-336-727.000	OPERATING SUPPLIES	18,000.00	14,995.40	2,502.38	3,004.60	83.31	69.83
206-336-728.000	GAS & OIL	12,000.00	6,440.21	631.47	5,559.79	53.67	58.39
206-336-730.000	PROFESSIONAL SERVICES	25,000.00	11,479.95	3,233.00	13,520.05	45.92	67.33
206-336-742.000	TESTING, REPAIR & REPLACEMENT	15,000.00	9,789.22	260.00	5,210.78	65.26	73.02
206-336-745.000	STATION TOOLS	3,000.00	1,632.15	0.00	1,367.85	54.41	9.05
206-336-746.000	FIRE FIGHTER TOOLS	10,000.00	408.51	261.86	9,591.49	4.09	71.53
206-336-751.000	PHONES	11,000.00	5,342.71	263.66	5,657.29	48.57	61.73
206-336-752.000	UTILITIES	14,000.00	6,856.24	1,334.57	7,143.76	48.97	50.90
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	40,000.00	19,293.55	11.79	20,706.45	48.23	52.50
206-336-761.000	BOAT MAINTENANCE	15,000.00	6,332.04	149.00	8,667.96	42.21	27.94
206-336-762.000	RADIO & PAGER R&R	6,500.00	721.56	231.75	5,778.44	11.10	28.87
206-336-763.000	BUILDING REPAIR & MAINTENANCE	16,000.00	14,102.55	961.05	1,897.45	88.14	34.50
206-336-764.000	BUILDING SECURITY	2,000.00	1,709.17	0.00	290.83	85.46	60.15
206-336-767.000	DUES & SUBSCRIPTIONS	2,000.00	2,265.39	1,197.00	(265.39)	113.27	116.43
206-336-770.000	OFFICE EXPENSES	7,000.00	5,347.42	948.69	1,652.58	76.39	27.92
206-336-771.000	TECHNOLOGY	9,600.00	11,991.66	4,576.09	(2,391.66)	124.91	38.72
206-336-775.000	BUILDING INSPECTIONS	2,500.00	286.87	0.00	2,213.13	11.47	4.86
206-336-780.000	UNIFORMS	10,000.00	8,021.48	1,299.34	1,978.52	80.21	77.10
206-336-781.000	TURN OUT GEAR	25,000.00	5,287.95	1,320.50	19,712.05	21.15	94.16
206-336-785.000	EDUCATION	15,000.00	8,221.58	2,472.70	6,778.42	54.81	58.97
206-336-791.000	MEDICAL SUPPLY	10,000.00	10,574.82	4,731.65	(574.82)	105.75	54.95
206-336-795.000	FIRE PREVENTION	10,000.00	4,131.26	1,190.90	5,868.74	41.31	98.75

Page 10 of 40

User: Peter

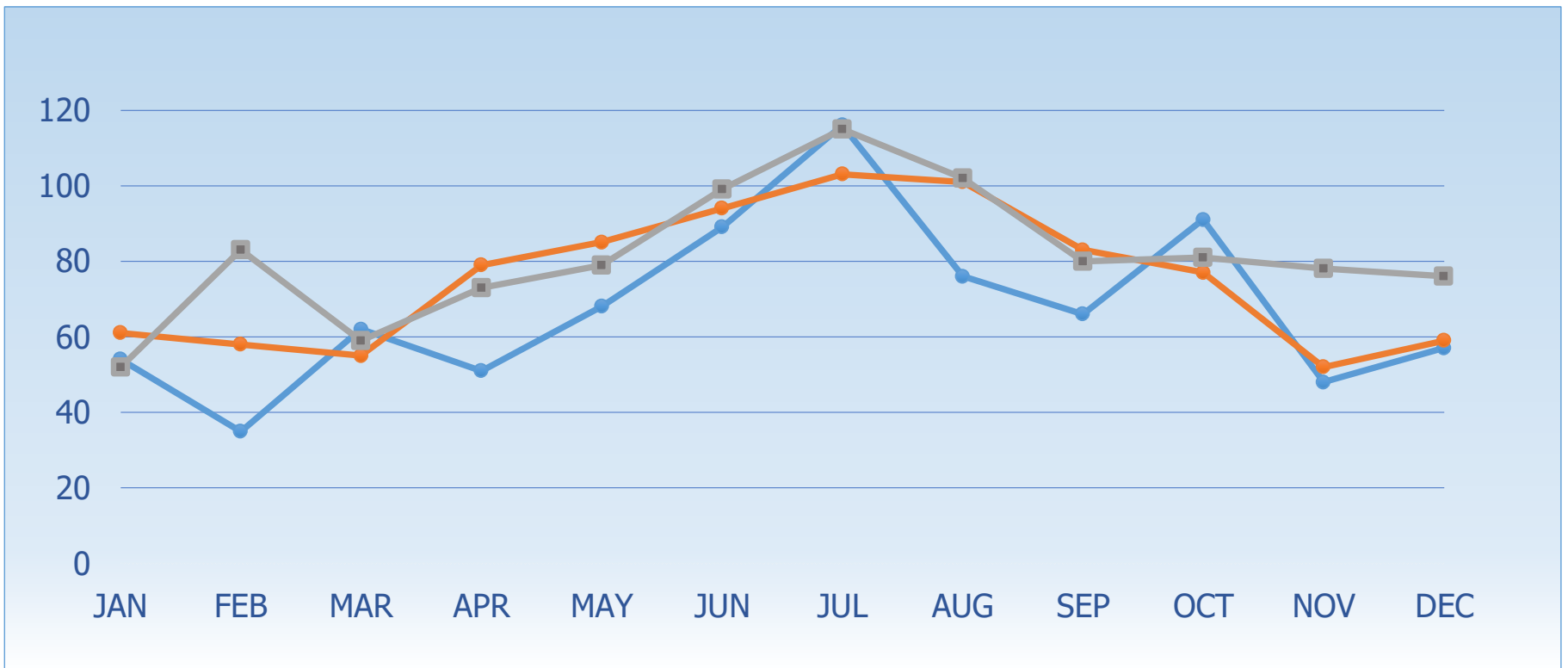
DB: Stfd

PERIOD ENDING 01/31/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 01/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 01/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	PREV YEAR % BDGT USED
Fund 206 - FIRE FUND							
Expenditures							
206-336-796.000	PHYSICALS	11,000.00	0.00	0.00	11,000.00	0.00	33.89
206-336-815.000	GENERAL INSURANCE	23,000.00	21,881.00	0.00	1,119.00	95.13	52.21
206-336-861.000	TAX CHARGE BACK	500.00	99.92	99.92	400.08	19.98	50.73
206-336-975.000	LOAN PAYMENT	42,100.00	0.00	0.00	42,100.00	0.00	0.00
206-336-980.000	SMALL CAPITAL	0.00	0.00	0.00	0.00	0.00	0.00
206-336-985.000	LONG TERM CAPITAL	200,000.00	13,920.83	1,836.68	186,079.17	6.96	29.57
206-336-986.000	CAPITAL FUND TRANSFER	50,000.00	0.00	0.00	50,000.00	0.00	0.00
Total Dept 336 - FIRE FUND		1,446,000.00	592,457.42	50,334.22	853,542.58	40.97	48.37
TOTAL EXPENDITURES		1,446,000.00	592,457.42	50,334.22	853,542.58	40.97	48.37
Fund 206 - FIRE FUND:							
TOTAL REVENUES		1,446,000.00	664,745.98	515,137.92	781,254.02	45.97	37.38
TOTAL EXPENDITURES		1,446,000.00	592,457.42	50,334.22	853,542.58	40.97	48.37
NET OF REVENUES & EXPENDITURES		0.00	72,288.56	464,803.70	(72,288.56)	100.00	100.00

2019 Incidents by Month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2019	52	83	59	73	79	99	115	102	80	81	78	76	977
2018	61	58	55	79	85	94	103	101	83	77	52	59	907
2017	54	35	62	51	68	89	116	76	66	91	48	57	813



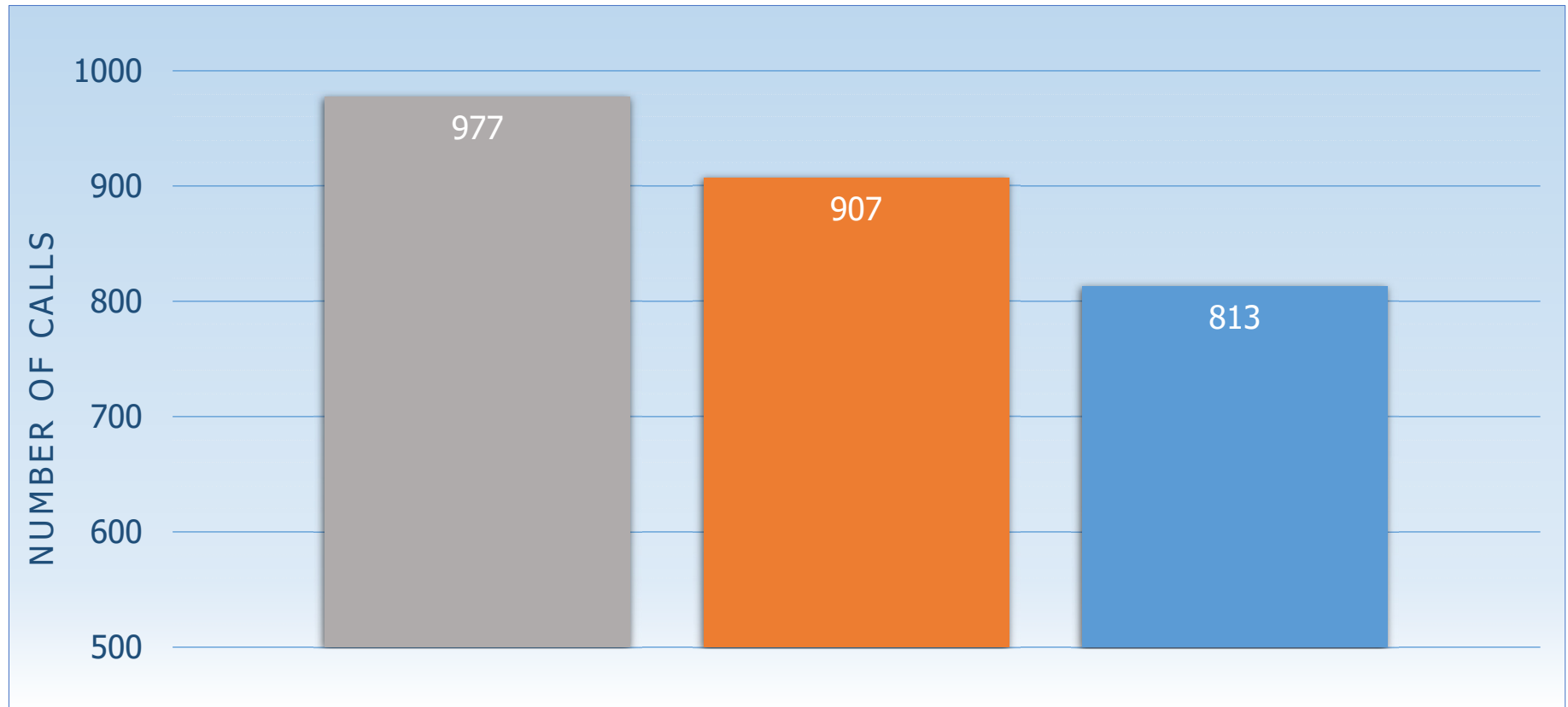
2012-19 Incidents by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2019	52	83	59	73	79	99	115	102	80	81	78	76	977
2018	61	58	55	79	85	94	103	101	83	77	52	59	907
2017	54	35	62	51	68	89	116	76	66	91	48	57	813
2016	47	51	53	64	76	95	113	105	82	64	60	65	875
2015	57	61	50	50	73	67	110	90	71	58	49	47	783
2014	62	51	49	56	85	77	84	59	72	52	59	39	745
2013	67	62	44	39	57	53	70	74	42	58	66	58	690
2012	52	33	58	55	54	74	104	77	54	40	52	76	729

Average	57	54	54	58	72	81	102	86	69	65	58	60	815
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Lowest Highest

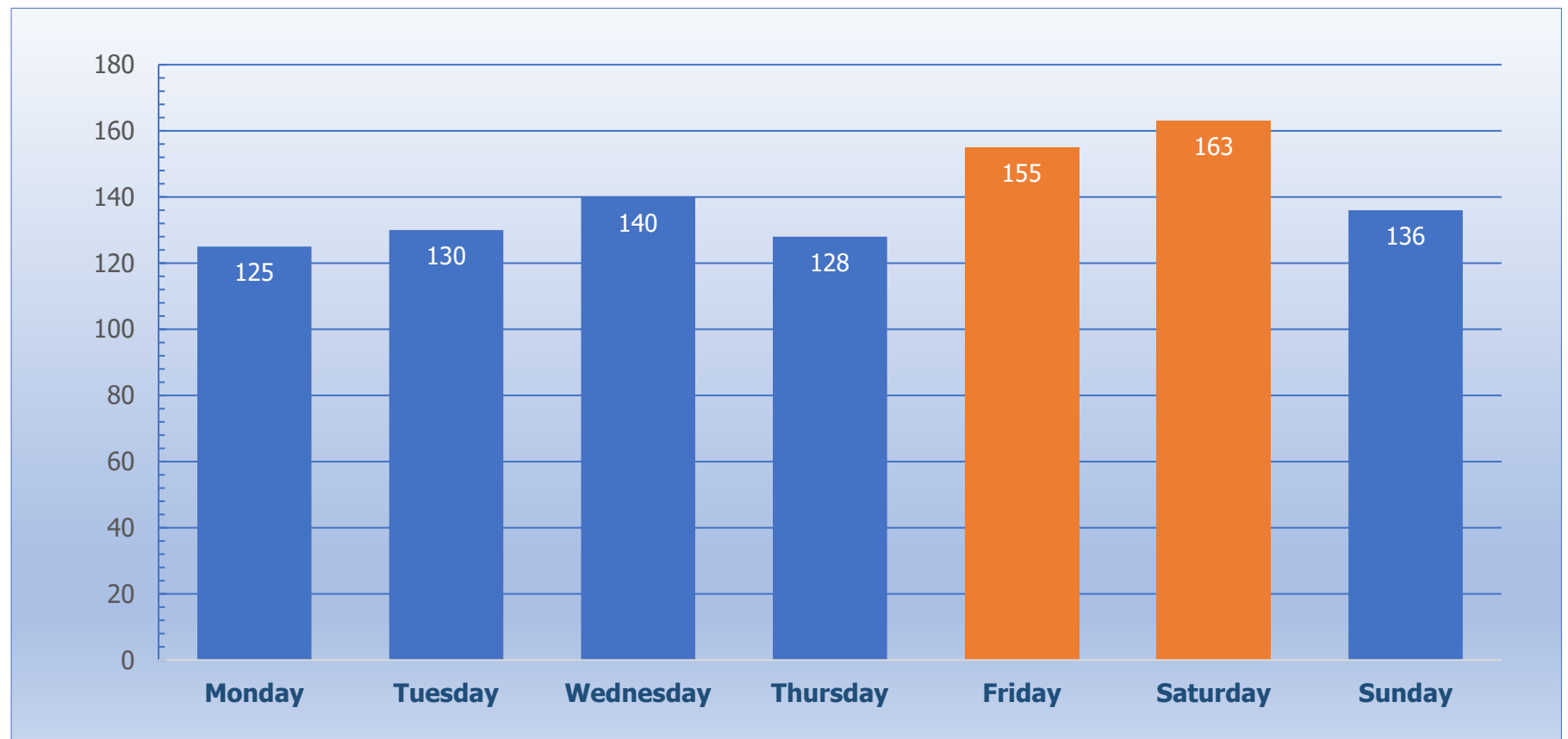
2017-2019 Incident Comparison



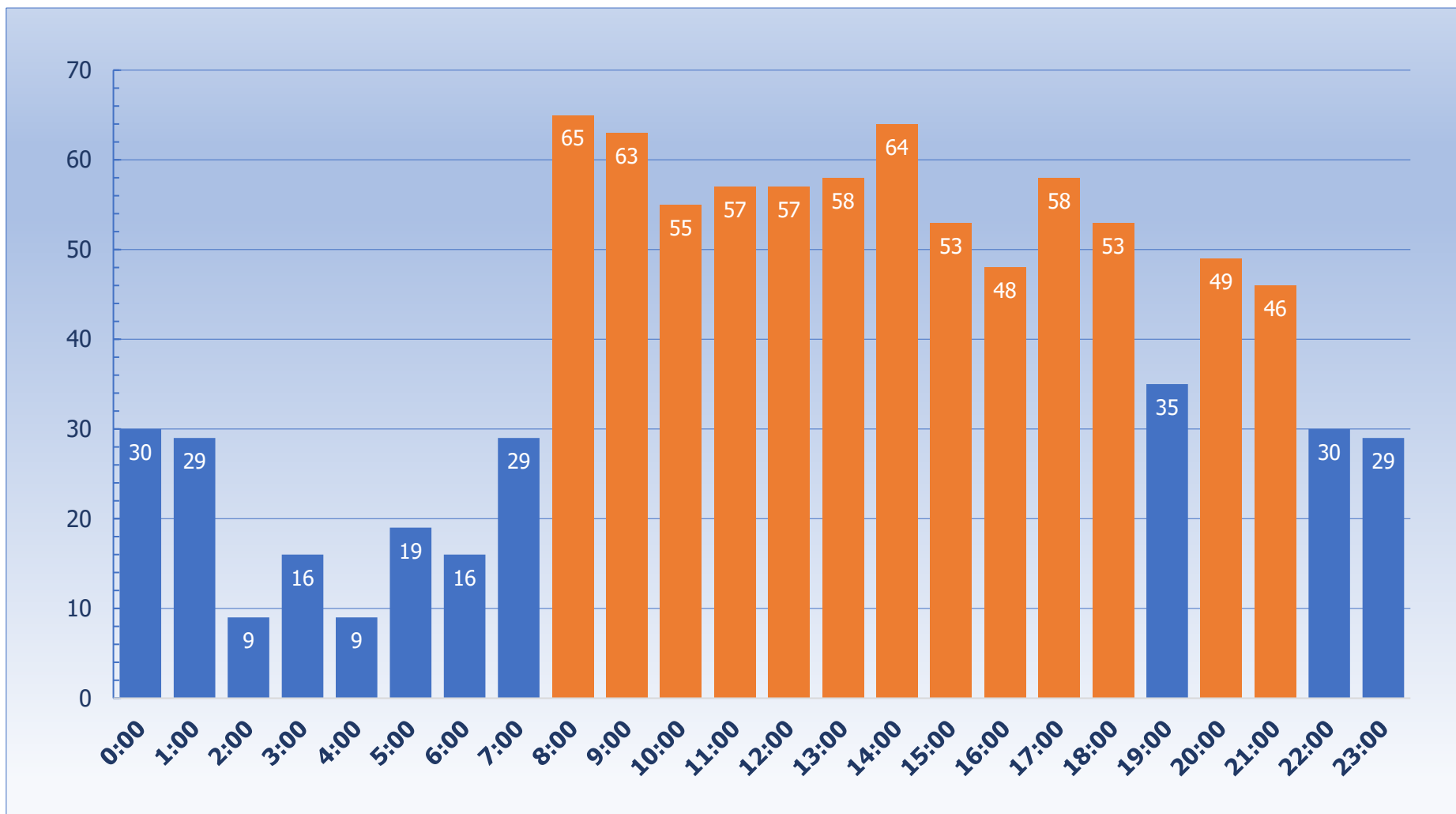
Year	December 31	+/-	+/- %
2019	977	70	7.7
2018	907	94	11.6
2017	813		

2019 Incidents per Day of the Week

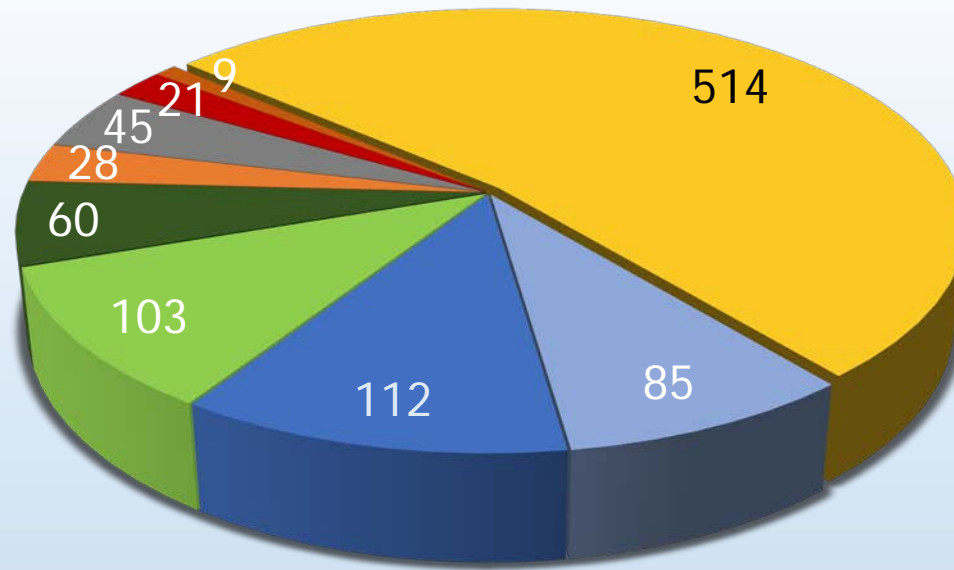
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
125	130	140	128	155	163	136












2019 Incidents by Time of Day

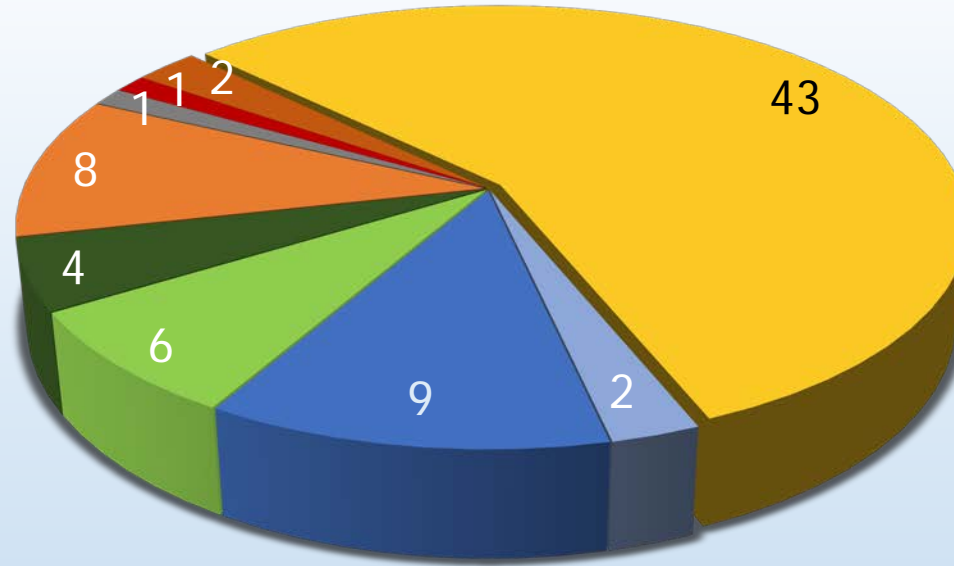











2019 Incident Report by Type



Type Of Incident:	Total Incidents:	Percentage Value:
 100 Series - Fire	21	2.1%
 200 Series - Explosion, Overpressure, Overheat (No Fire)	9	0.9%
 300 Series - Rescue & EMS	514	52.6%
 400 Series - Hazardous Conditions (No fire)	85	8.7%
 500 Series - Service Call	112	11.5%
 600 Series - Good Intent Calls	103	10.5%
 700 Series - False Alarm & False Calls	60	6.1%
 800 Series - Severe Weather and Natural Disaster	28	2.9%
 900 Series - Special Incident Type	45	4.6%
	977	100.0%

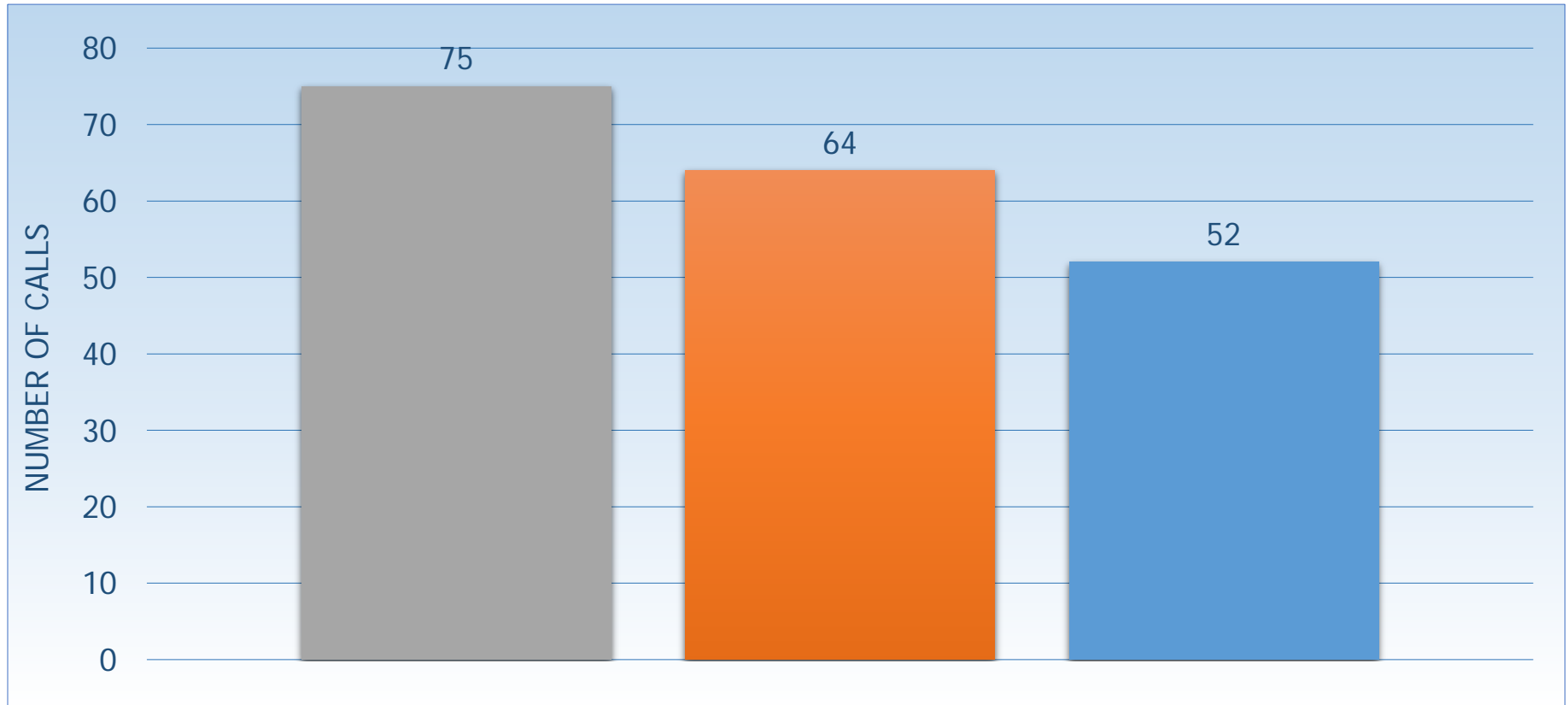
December 2019 Incident Report by Type



Type Of Incident:	Total Incidents:	Percentage Value:
 100 Series - Fire	1	1.3%
 200 Series - Explosion, Overpressure, Overheat (No Fire)	2	2.6%
 300 Series - Rescue & EMS	43	56.6%
 400 Series - Hazardous Conditions (No fire)	2	2.6%
 500 Series - Service Call	9	11.8%
 600 Series - Good Intent Calls	6	7.9%
 700 Series - False Alarm & False Calls	4	5.3%
 800 Series - Severe Weather and Natural Disaster	8	10.5%
 900 Series - Special Incident Type	1	1.3%
	76	100.0%

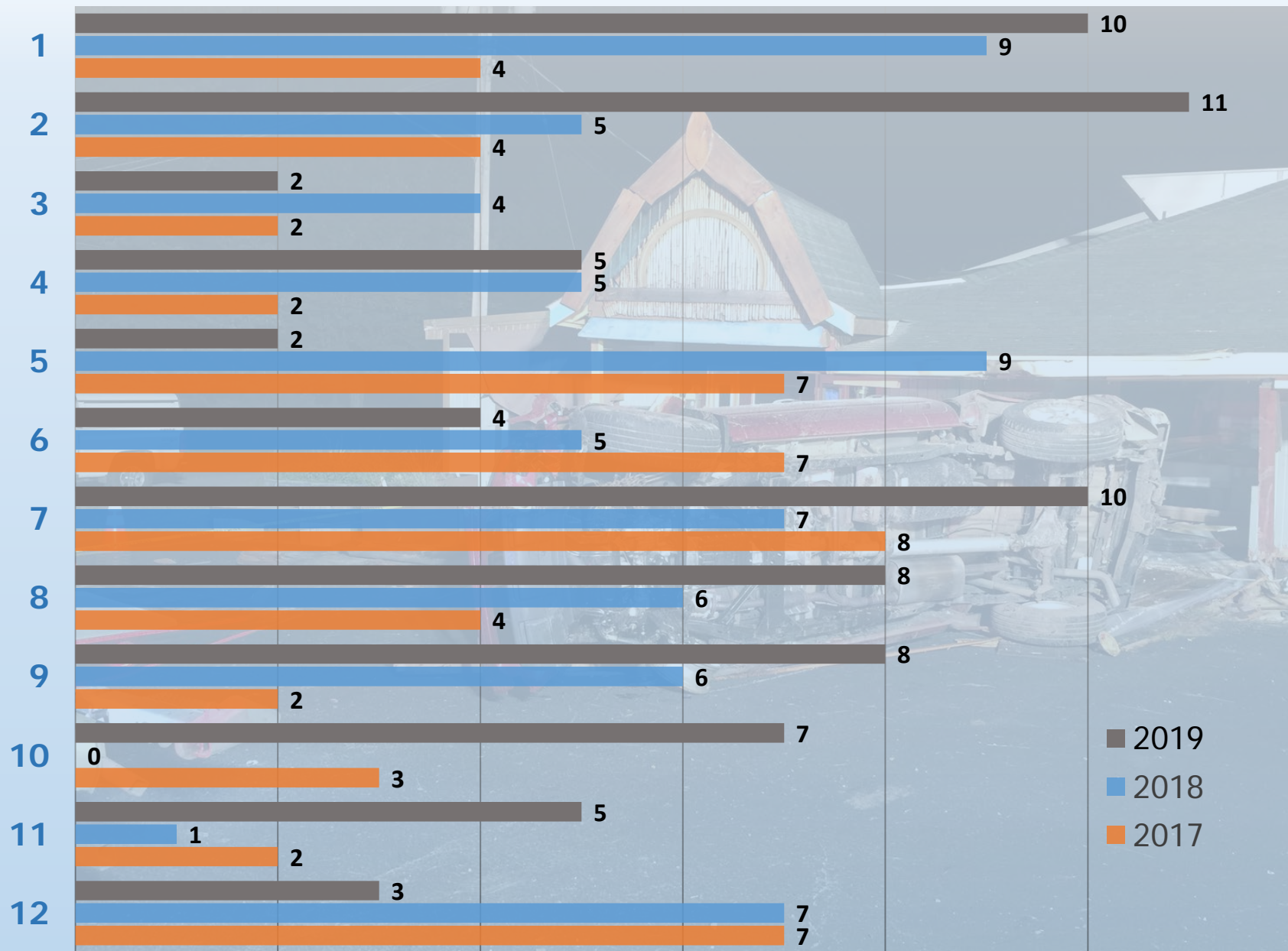
2017-2019 Motor Vehicle Incidents

[All incidents with any motorized vehicle involved in accidents, fires etc.]



As of:	# of Incidents	+/-	+/- %	Extrication	%
12/31/2019	75	11	17.19	3	4.0
12/31/2018	64	12	23.08	5	7.8
12/31/2017	52	(37)	(41.57)	2	3.8

MV Incidents by Month 2017-2019



2015-19 MVIs by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2019	10	11	2	5	2	4	10	8	8	7	5	3	75
2018	9	5	4	5	9	5	7	6	6	0	1	7	64
2017	4	4	2	2	7	7	8	4	2	3	2	7	52
2016	15	8	3	13	4	8	16	4	0	2	5	11	89
2015	6	11	3	1	3	6	7	7	4	2	1	2	53

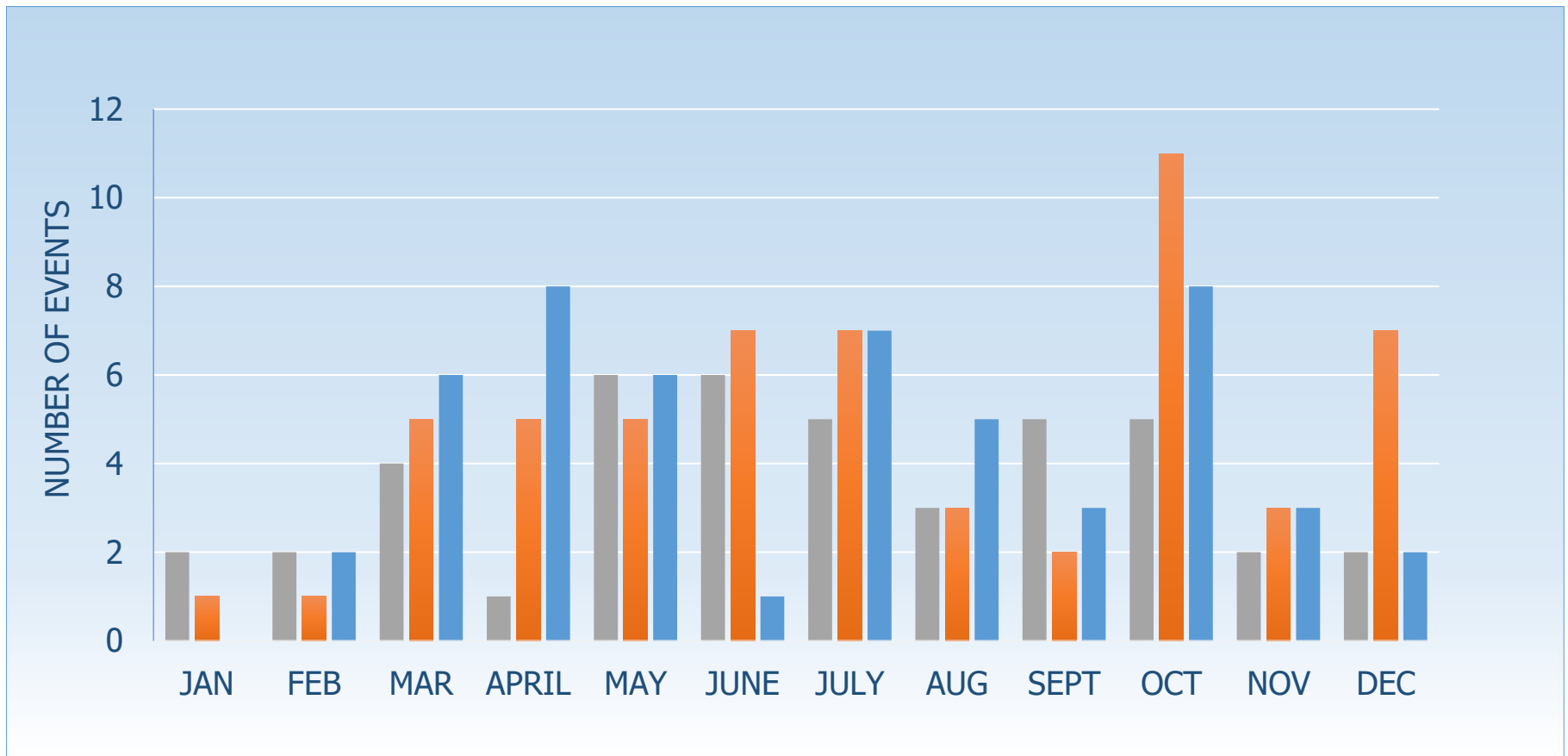
Average	10	7	3	6	6	6	10	6	4	3	3	8	68
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Lowest

Highest

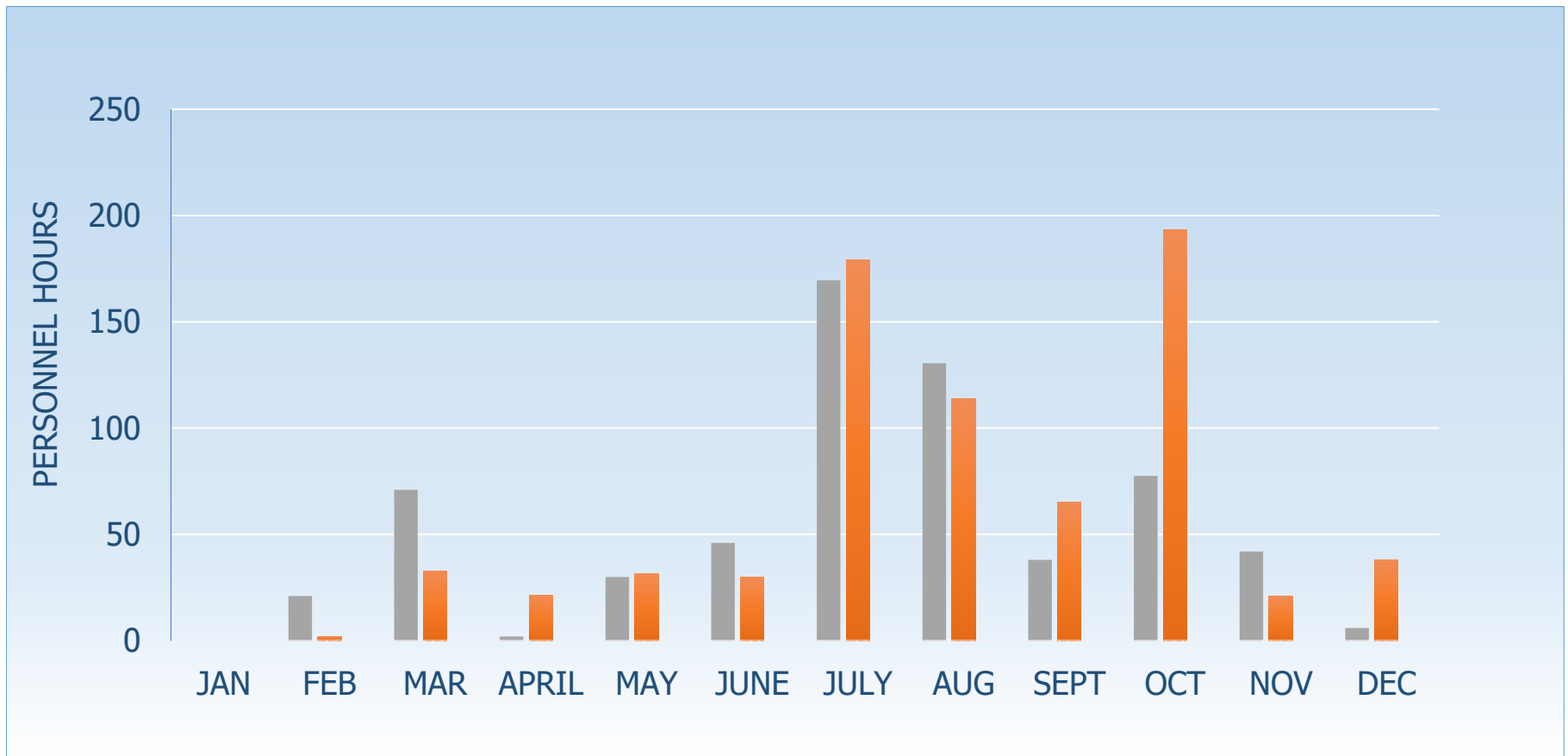
2017-2019 Special Events by month

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2019	2	2	4	1	6	6	5	3	5	5	2	2	43
2018	1	1	5	5	5	7	7	3	2	11	3	7	57
2017	0	2	6	8	6	1	7	5	3	8	3	2	51



2017-2019 Special Events Personnel Hours

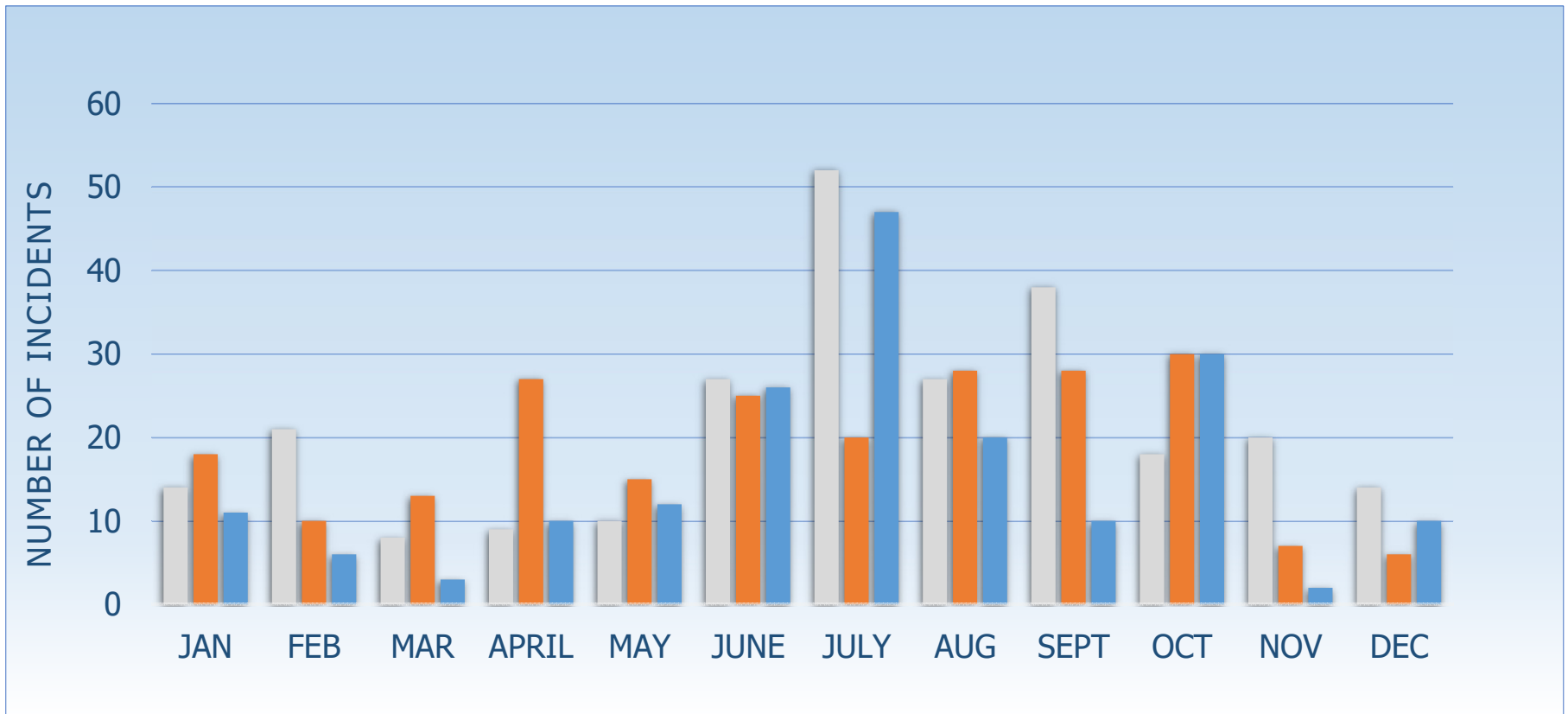
Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2019	0	21	71	2	30	46	170	131	38	78	42	6	634
2018	0	2	33	22	32	30	179	114	65	194	21	38	729
2017													



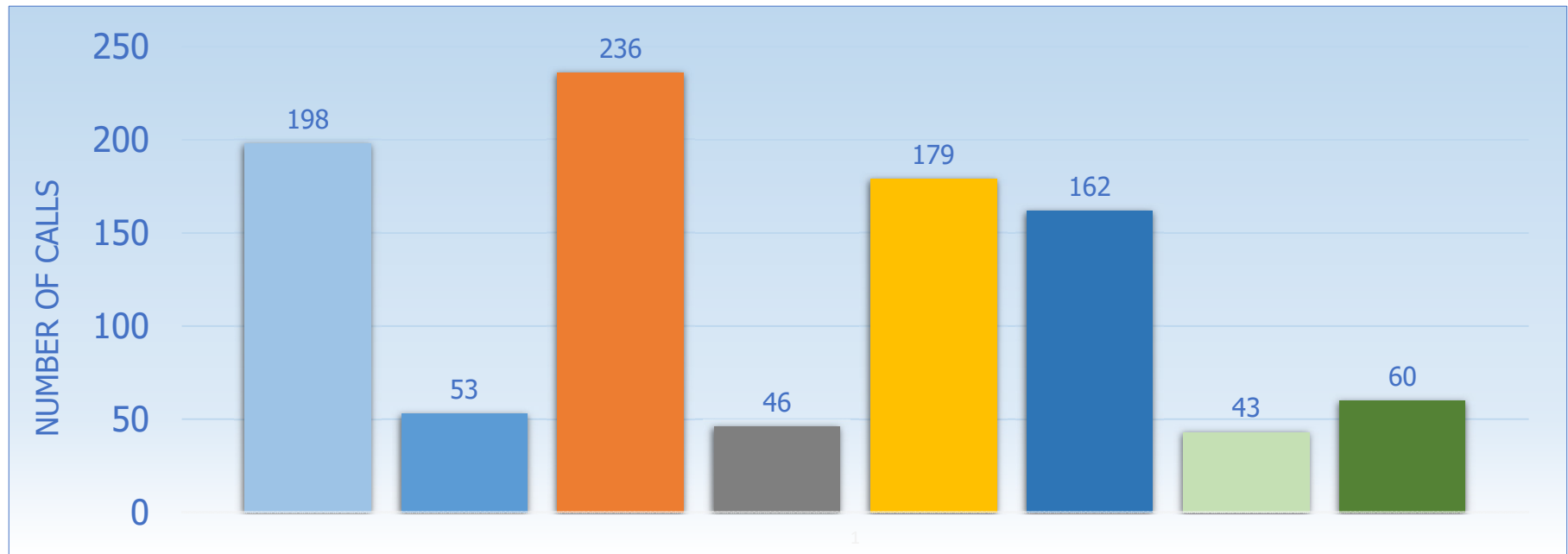
2019 Overlapping Incidents YTD

[Another emergency incident that requires fire department response that occurs within the time frame of a previous emergency incident.]

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2019	14	21	8	9	10	27	52	27	38	18	20	14	258
2018	18	10	13	27	15	25	20	28	28	30	7	6	227
2017	11	6	3	10	12	26	47	20	10	30	2	10	187

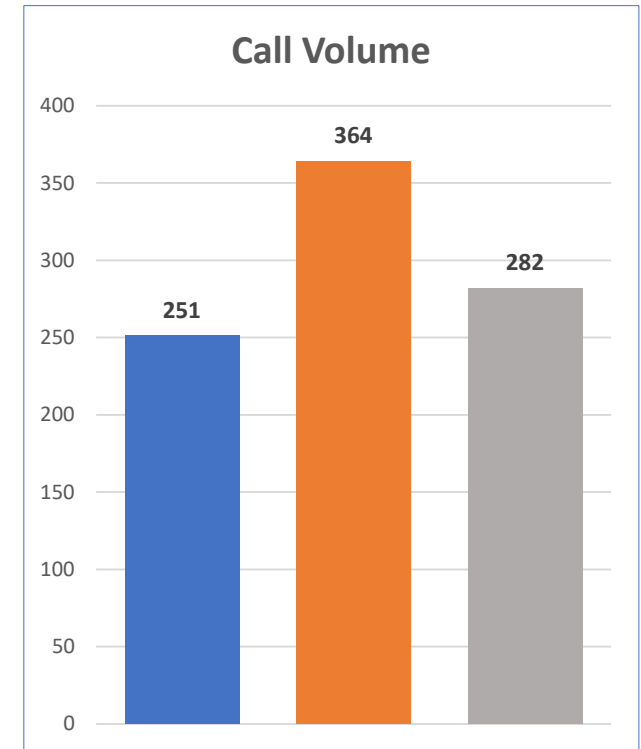
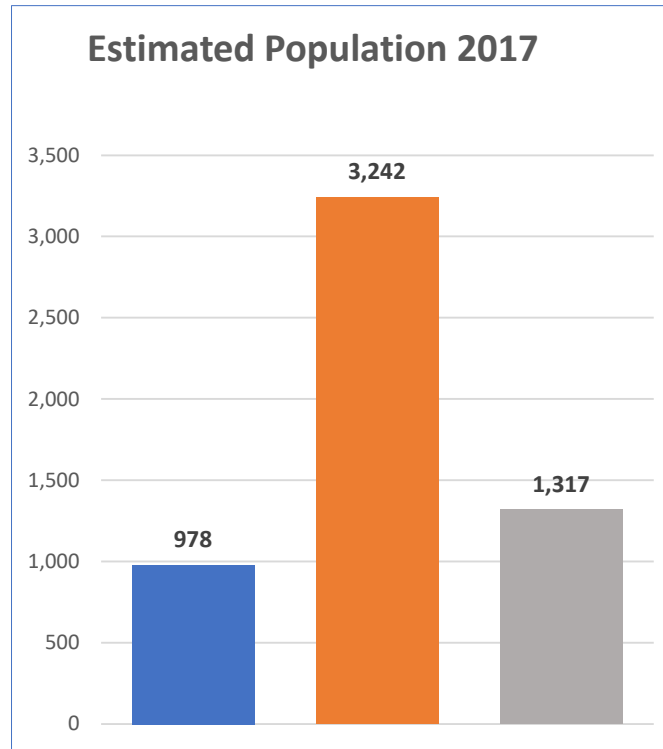
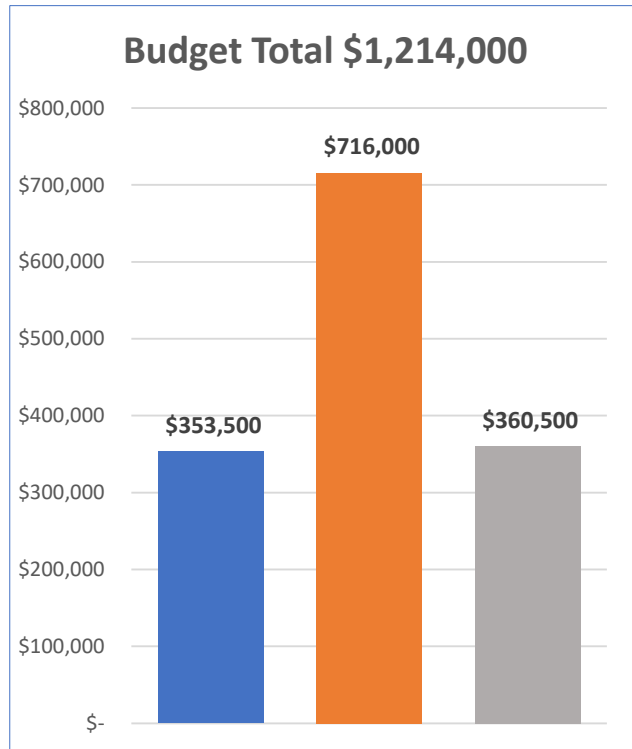


2019 Incidents by Area



Area	December 31	%
Saugatuck North	198	20.3
Saugatuck South	53	5.4
Douglas	236	24.2
Grace of Douglas	46	4.7
Township North	179	18.3
Township South	162	16.6
I-196	43	4.4
Outside Area	60	6.1
Total	977	100.0

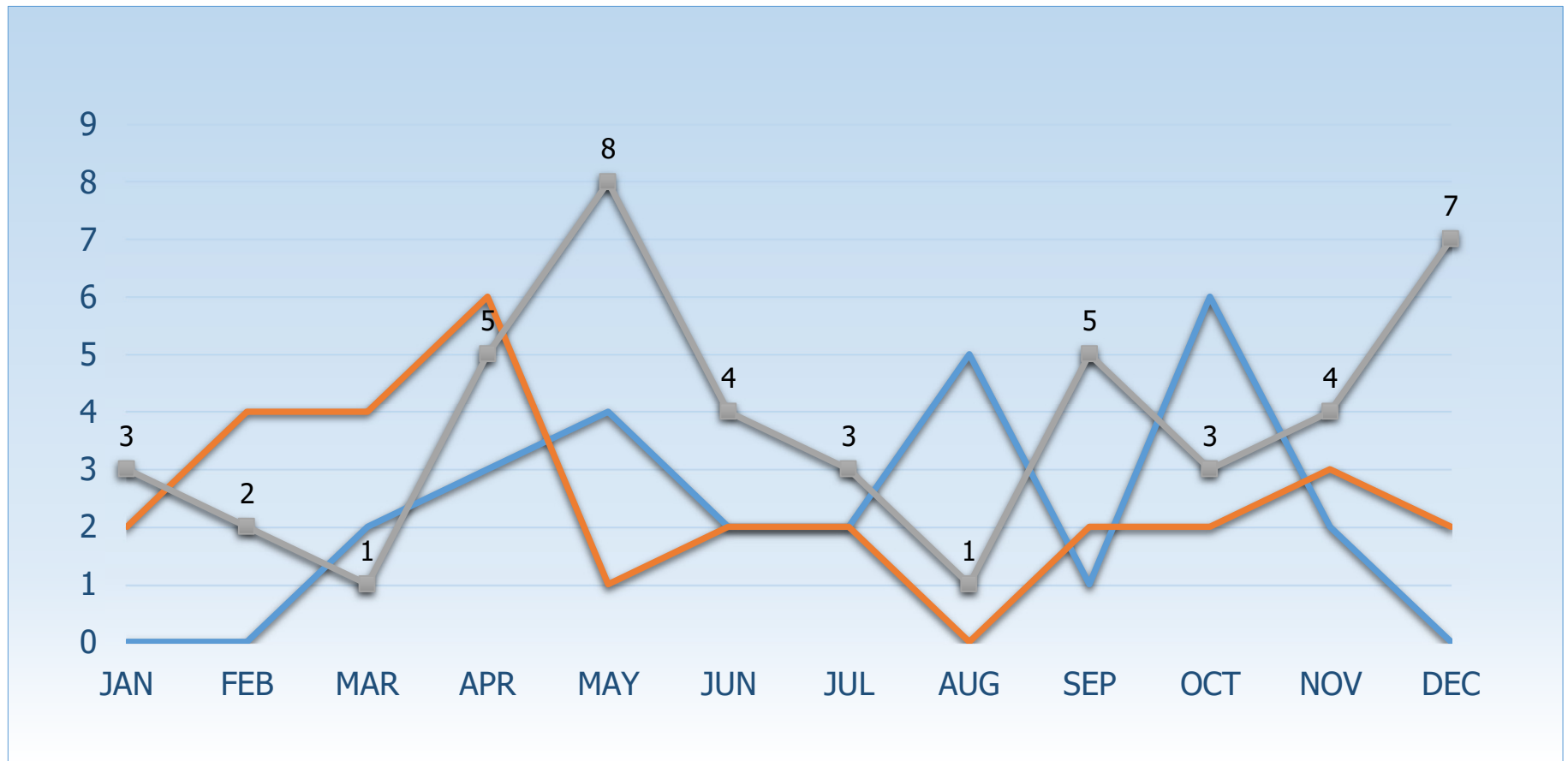
2019 Key numbers for Tri-Community



	Square Miles	Budget	%	Est. Population 2017	%	Call Volume	%
Saugatuck City	1.47	\$ 353,500	24.7	978	17.66	251	27.98
Saugatuck Township	24.21	\$ 716,000	50.1	3,242	58.55	364	40.58
City of Douglas	1.98	\$ 360,500	25.2	1,317	23.79	282	31.44
Total	27.66	\$ 1,430,000	100.0	5,537	100.00	897	100.00

2017-2019 Grace of Douglas

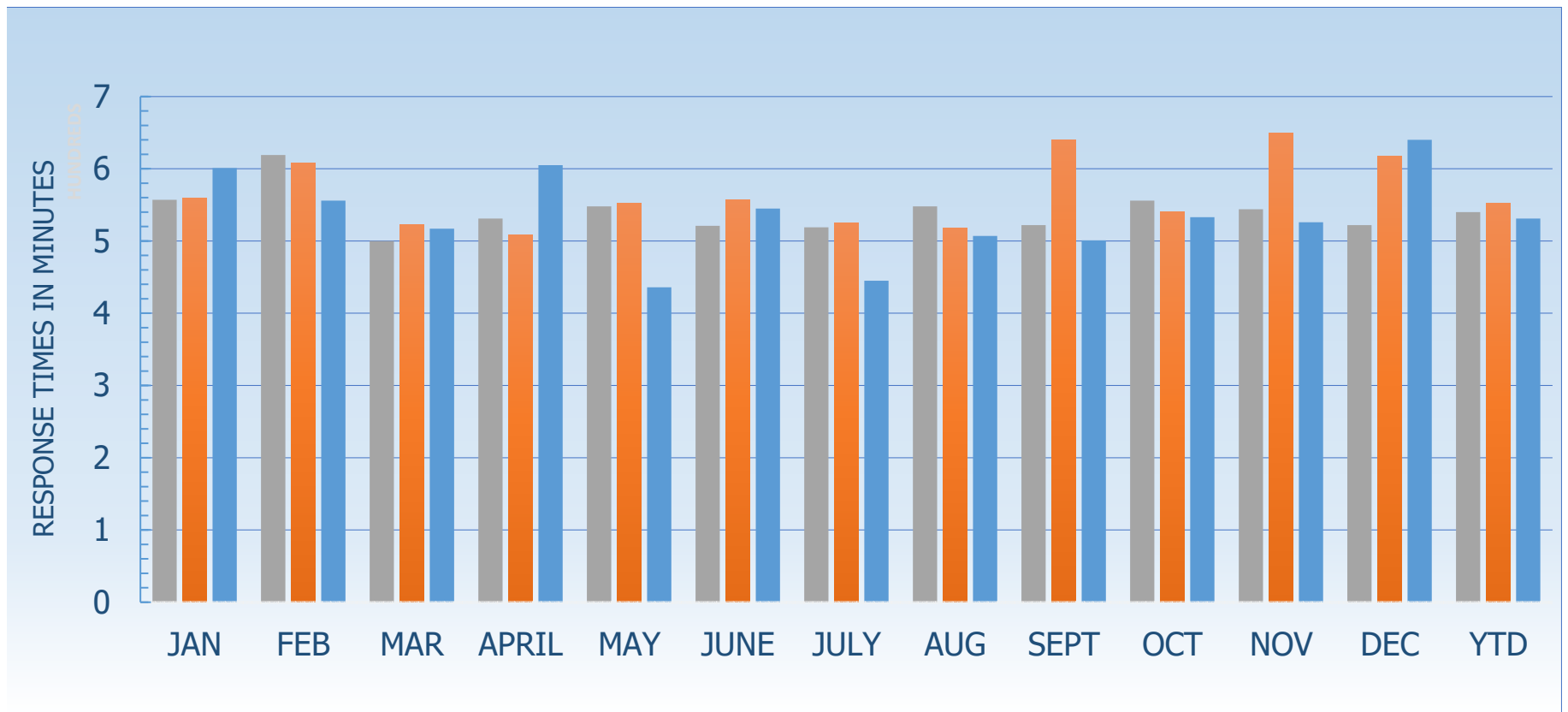
Year	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
2019	3	2	1	5	8	4	3	1	5	3	4	7	46
2018	2	4	4	6	1	2	2	0	2	2	3	2	30
2017	0	0	2	3	4	2	2	5	1	6	2	0	27



2017-2019 Response Times by Month

[From 2019 Response Times are now emergencies that requires lights and siren.]

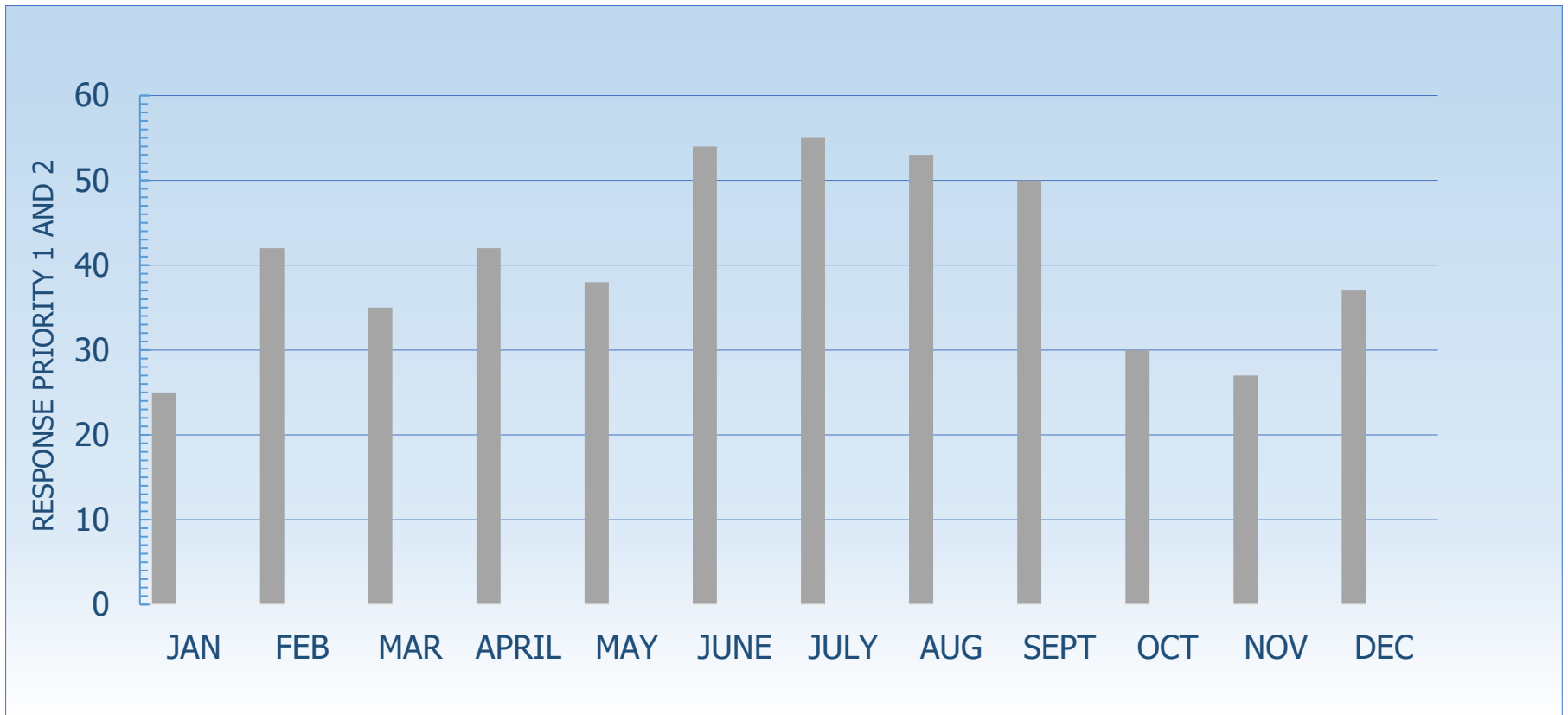
Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
2019	5:57	6:19	5:00	5:31	5:48	5:21	5:19	5:48	5:22	5:56	5:44	5:22	5:40
2018	5:59	6:08	5:23	5:08	5:53	5:57	5:25	5:18	6:40	5:41	6:50	6:18	5:53
2017	6:01	5:56	5:17	6:05	4:36	5:45	4:45	5:07	5:01	5:33	5:26	6:40	5:31



2019 Emergency Responses

[Priority 1 and 2 responses per month in our district. No data available for 2017/18]

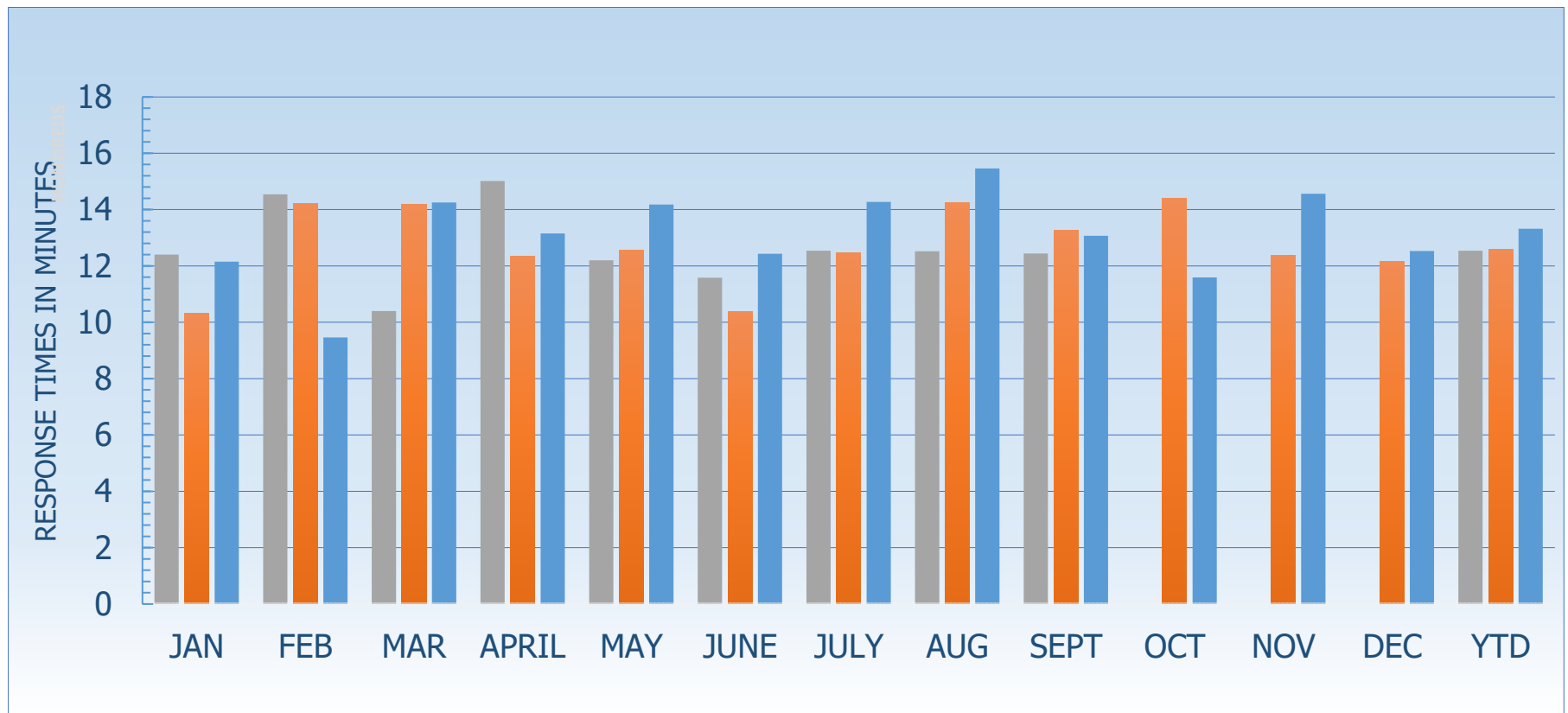
Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
2019	25	42	35	42	38	54	55	53	50	30	27	37	488
2018													
2017													



2017-2019 AMR Monthly Response Times

[AMR Priority 1 and 2 response times provided monthly from AMR]

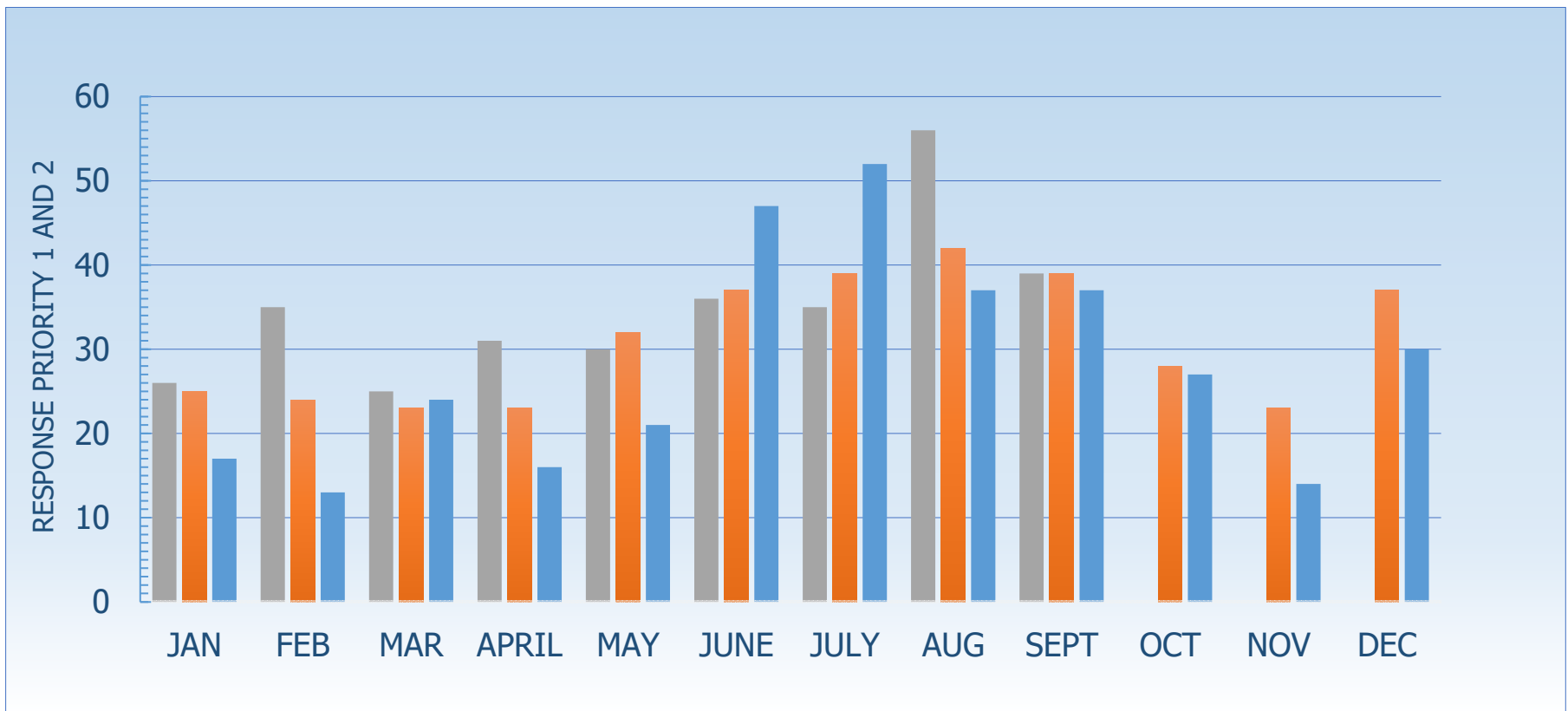
Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
2019	12:40	14:54	10:40	15:01	12:20	11:58	12:54	12:52	12:44				12:54
2018	10:31	14:21	14:18	12:34	12:55	10:39	12:47	14:25	13:26	14:39	12:38	12:15	12:58
2017	12:15	9:46	14:25	13:15	14:18	12:43	14:27	15:46	13:07	11:59	14:56	12:53	13:32



2017-2019 AMR Emergency Responses

[Priority 1 and 2 responses per month in our district.]

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
2019	26	35	25	31	30	36	35	56	39				313
2018	25	24	23	23	32	37	39	42	39	28	23	37	372
2017	17	13	24	16	21	47	52	37	37	27	14	30	335



2019 Total Unit Response

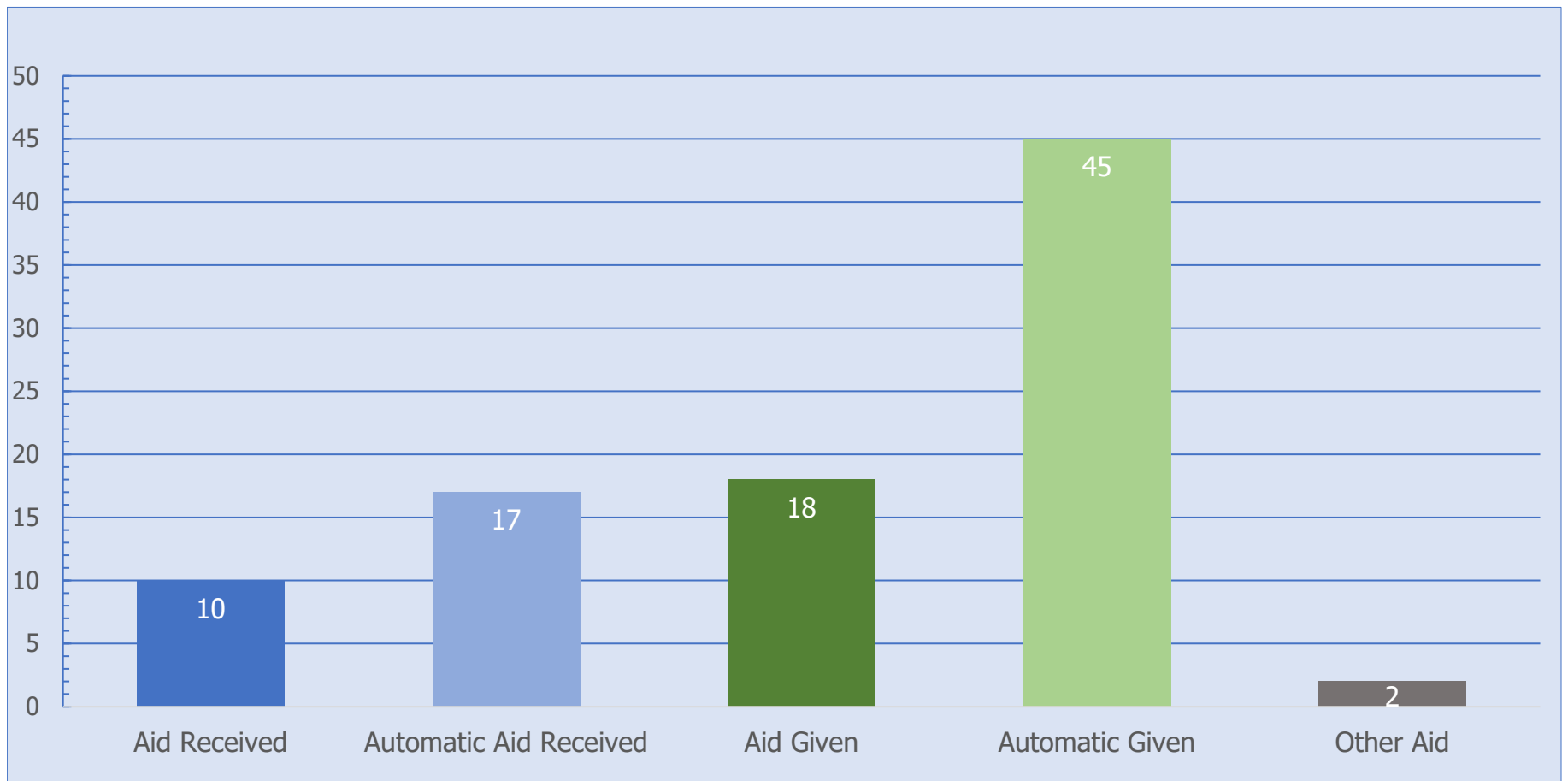
[Number of units responding to each incident as of 12/31/2019]

Apparatus	Total Apparatus response	Total Incidents 2019
#2111 ENGINE 1	37	
#2112 ENGINE 2	196	
#2121 UTILITY 1	8	
#2123 UTILITY 3 - Arrow Board	31	
#2124 MDOT TRAILER	10	
#2131 UTILITY	27	
#2132 BRUSH 2	3	
#2133 BRUSH 3	2	
#2141 TANKER 1	23	
#2142 TANKER 2	34	
#2151 TOWER 1	21	
#2171 COMMAND 1	178	
#2172 COMMAND 2	673	
#2173 COMMAND 3	412	
#2174 COMMAND 4	5	
#2191 FIRE BOAT 1 MORGAN J	7	
#2192 FIRE BOAT 2 AMBAR	3	
#2193 FIRE BOAT 3 SEA-WOLF	3	
POV Private Owned Vehicle	180	
Total	1,853	977

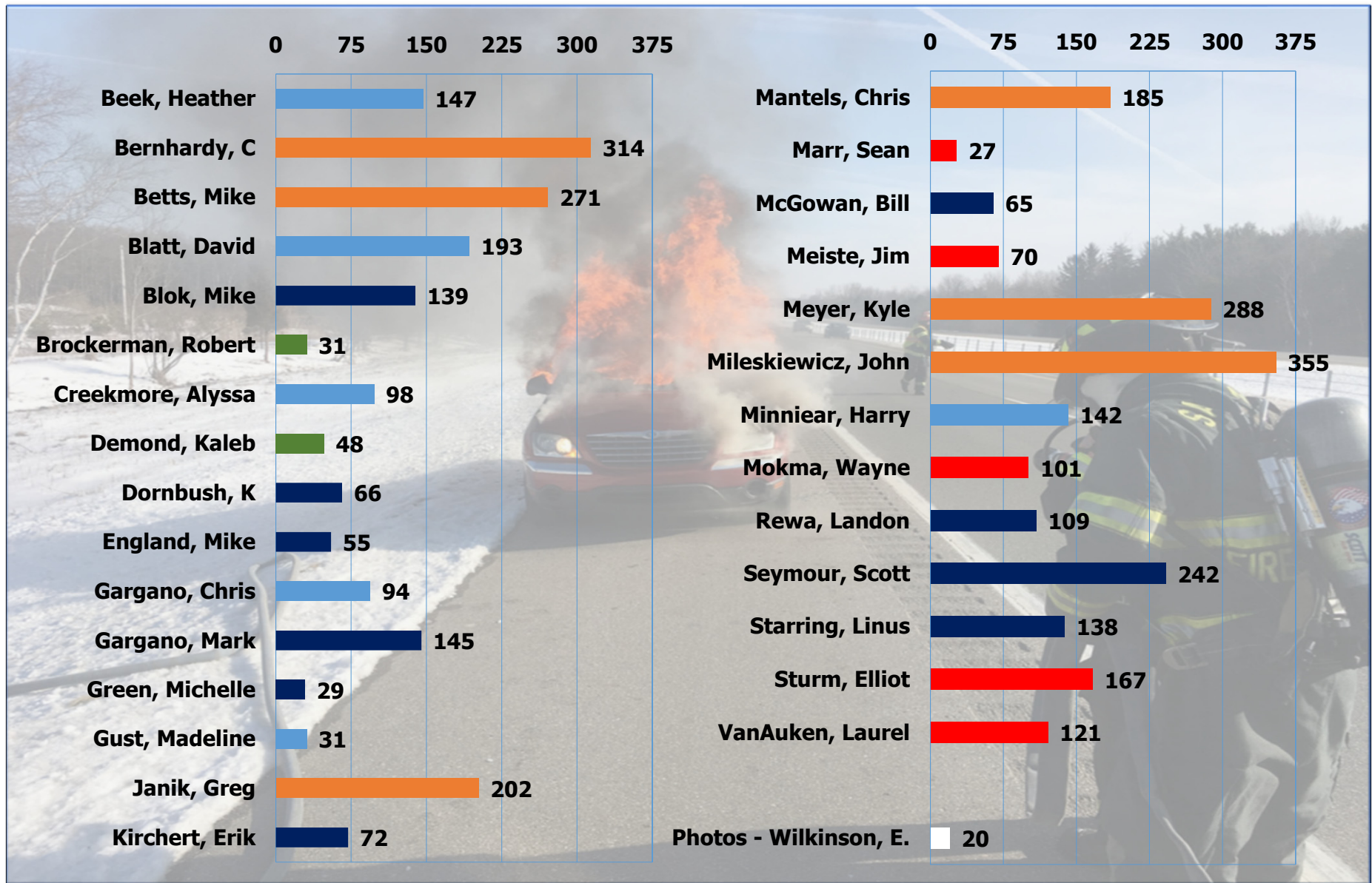
2019 Mutual Aid

[Requested and automatic mutual aid and other aid given to public agencies i.e. DPW]

Aid Received	Automatic Aid Received	Aid Given	Automatic Given	Other Aid
10	17	18	45	2



2019 Personnel Response to Incidents



Total Incidents: 977

Career Crew

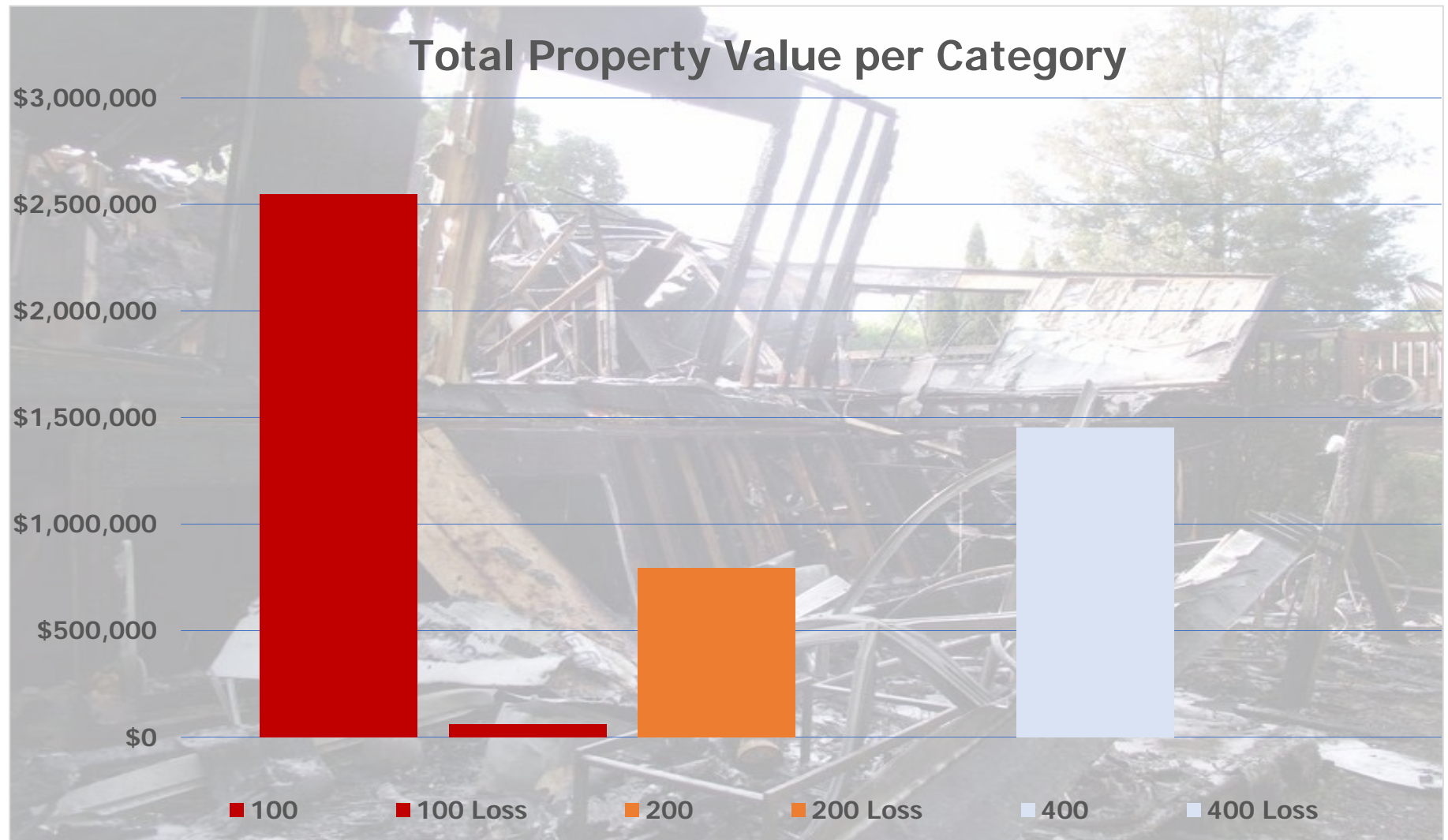
Fire/EMS

EMS

Fire

Trainee

2019 Protected Property Value



2019 Protected Property Value

NFIRS Category	Call #	Date	Address	Fair Market Value (State Equalized Value x2)	Loss
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Fire

111	675	09/05/2019	3490 60 Street	\$130,000	\$10,000
116	891	11/28/2019	220 Water Street	\$2,170,000	\$1,000
111	927	12/12/2019	6689 Yamoto Way	\$250,000	\$50,000
			TOTAL	\$2,550,000	\$61,000

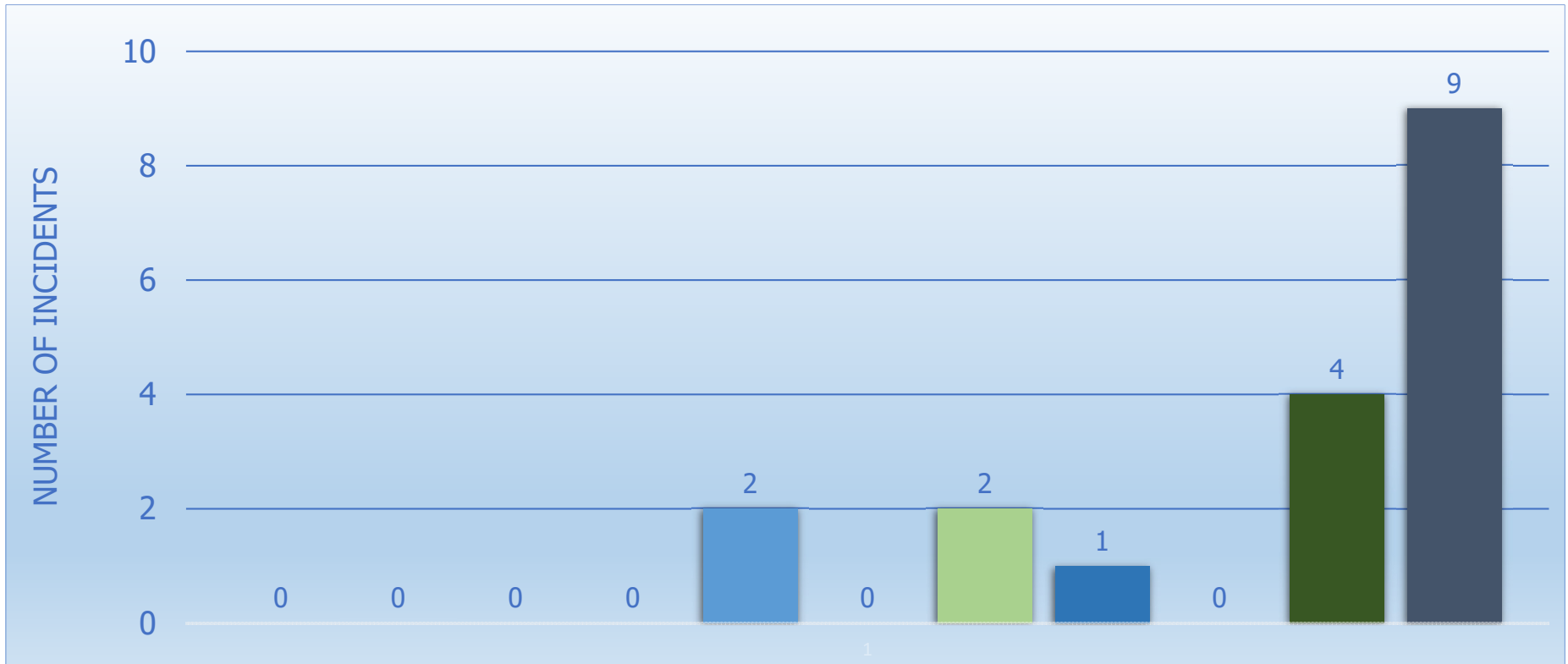
Overpressure Explosion, Overheat - No Fire

251	162	03/17/2019	104 Hoffman	\$415,000	\$0
251	169	03/20/2019	8 W Center Street	\$380,000	\$0
			TOTAL	\$795,000	\$0

Hazardous Conditions - No Fire

412	037	01/24/2019	22 Center Street, Douglas	\$270,000	\$0
412	209	04/08/2019	6364 Silver Lake Drive	\$596,000	\$0
412	453	07/02/2019	31 N Washington	\$288,000	\$0
412	553	07/29/2019	241 Culver	\$300,000	\$0
			TOTAL	\$1,454,000	\$0

2019 Fire Boats Incidents



Boat Fire	0	Hazards	0	9/30/2019	9
Structure Fire	0	Events	2		
Water Rescue	0	Dive Training	1		
Missing Person	0	Training	0		
Boat in Distress	2	Work Detail	4		

Cost Recovery Filings 2019

	Description	Incident #	Incident Date	Date of Filing	Follow up date	Amount Requested	Amount Received	Shared	Date Received
0	DWI - 60th Street - Saugatuck Township	2018139	03/11/2018	03/19/2018		\$304	\$304	\$0	04/17/2019
1	Semi trucks - I-196 - Saugatuck Township	2019073	02/08/2019	02/15/2019		\$2,963	\$2,963	\$0	04/01/2019
2	Semi trucks - I-196 - Saugatuck Township	2019081	02/13/2019	02/15/2019		\$2,601	\$2,110	\$491	04/19/2019
2	Semi trucks - I-196 - Saugatuck Township	2019140	03/04/2019	03/05/2019		\$1,480	\$1,480	\$0	03/11/2019
3	Semi trucks - I-196 - Saugatuck Township	2019141	03/05/2019	03/06/2019		\$1,745	\$1,300	\$445	03/19/2019
4	Fire alarm - Township	2019166	03/19/2019	03/21/2019		\$788	\$788	\$0	04/25/2019
5	Illegal burn/Brush fire Saugatuck Township	2019186	03/26/2019	03/27/2019		\$4,879	\$3,309	\$1,570	03/29/2019
6	DWI - OAR and 62nd Saugatuck Township	2019248	03/25/2019	03/26/2019		\$863	\$863	\$0	05/20/2019
7	Power line - Park Street	2019418	06/23/2019	06/24/2019		\$454	\$424	\$0	07/15/2019
8	Power line - Holland Street	2019452	07/02/2019	07/03/2019		\$507	\$507	\$0	07/19/2019
9	Gas line - 135th. Caused by Consumers	2019473	07/06/2019	07/10/2019		\$1,455	\$1,455	\$0	07/19/2019
10	Gas line - Culver. Caused by contractor	2019553	07/29/2019	07/30/2019		\$1,302	\$1,302	\$0	08/02/2019
11	Two vehicle MVI - 126th Township	2019705	09/17/2019	09/18/2019		\$1,636	\$818	\$0	11/05/2019
12	Gas line - Griffith. Caused by contractor	2019776	10/15/2019	10/18/2019		\$996	\$409	\$0	11/06/2019
13	Semi trucks - I-196 - Saugatuck Township	2019812	10/28/2019	10/29/2019		\$1,599	\$1,599	\$0	11/15/2019
14									
15									
16									
17									
18									
19									
						\$23,575	\$19,633	\$2,507	

	Paid
	Rejected/Dismissed/Negotiated
	In Progress

Cost Recovery Filings 2019

	Description	Incident #	Incident Date	Amount Requested	Amount Received	Shared
0	DWI - 60th Street - Saugatuck Township	2018139	03/11/2018	\$304	\$304	\$0
1	Semi trucks - I-196 - Saugatuck Township	2019073	02/08/2019	\$2,963	\$2,963	\$0
2	Semi trucks - I-196 - Saugatuck Township	2019081	02/13/2019	\$2,601	\$2,110	\$491
3	Semi trucks - I-196 - Saugatuck Township	2019140	03/04/2019	\$1,480	\$1,480	\$0
4	Semi trucks - I-196 - Saugatuck Township	2019141	03/05/2019	\$1,745	\$1,300	\$445
5	Fire alarm - Township	2019166	03/19/2019	\$788	\$788	\$0
6	Illegal burn/Brush fire Saugatuck Township	2019186	03/26/2019	\$4,879	\$3,309	\$1,570
7	DWI - OAR and 62nd Saugatuck Township	2019248	03/25/2019	\$863	\$863	\$0
8	Power line - Park Street	2019418	06/23/2019	\$454	\$0	\$0
9	Power line - Holland Street	2019452	07/02/2019	\$507	\$507	\$0
10	Gas line - 135th. Caused by Consumers	2019473	07/06/2019	\$1,455	\$1,455	\$0
11	Gas line - Culver. Caused by contractor	2019553	07/29/2019	\$1,302	\$1,302	\$0
12	Two vehicle MVI - 126th Township	2019705	09/17/2019	\$1,636	\$818	\$0
13	Gas line - Griffith. Caused by contractor	2019776	10/15/2019	\$996	\$409	\$0
14	Semi trucks - I-196 - Saugatuck Township	2019812	10/28/2019	\$1,599	\$1,599	\$0
15						
16						
17						
18						
19						
0						
				\$23,575	\$19,633	\$2,507



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Funding Approval Form

January 17th, 2020

ITEM DESCRIPTION:

FLIR K65 NFPA Compliant Thermal Imaging Camera (TIC) for Command #2171

PRIORITY:

High

QUALITY FACTORS:

The Fire Chief is usually one of the first people arriving on scene. At this time, the TIC in the Command #2171 has exceeded its useful life and is in need of replacement. The TIC is over 15 years old, and was the 1st handled TIC purchased by the Fire District

Maintaining a current and functioning, NFPA compliant Thermal Imaging Camera the command vehicle that will give the Fire Chief the ability to do a proper size up of the scene prior to the first arriving engine.

COST:

1 – FLIR K65 Thermal Imaging Camera - \$7,499.00

TOTAL - \$7,499.00

FUNDING SOURCE(S):

Budgeted – \$7,500 - Capital Plan - 2019/20 Budget Year

REQUESTER:

Deputy Chief Chris Mantels

SAMPLE MOTION:

I _____ motion to authorize Fire District staff to purchase the FLIR K65 Thermal Imaging Camera for Truck #2171 with a not to exceed amount of **\$7,500.00**. I _____ 2nd the Motion. (Roll Call Vote)

Fire Board Vote - Date:

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____