



# SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway  
Saugatuck, MI 49453  
269 857-3000 / Fax: 269 857-1228  
E-mail: [info@saugatuckfire.org](mailto:info@saugatuckfire.org)

## FIRE DISTRICT BOARD MEETING

4:00pm – September 19<sup>th</sup>, 2022

### **AGENDA**

1. Call to Order:
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
4. Reminder: It is requested 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. **August 15<sup>th</sup>, 2022**
7. Public Comment on Agenda Items Only (Limit 3 minutes):
8. Request for Payment:
  - A. **Account Payables (*Roll Call Vote*)**
  - B. **Financial Report**
9. Fire Chief Comments:
  - A. **Incident Reports / EMS Report / Calls to Date / Overlapping Calls**
  - B. **Community Risk Reduction**
    1. **Department of Fire Prevention – Monthly Report**
    2. **Michigan Fire Inspectors Society - Fatal Fire Statistics**
  - C. **Grants**
    1. **MMRMA CAP Grant Award Received - \$2,437.50 – Staff & Command**
    2. **MMRMA RAP Grant Award Received - \$1,274.40 – Siren Marine Vessel Monitoring**
10. Unfinished Business:
  - A. **None**
11. New Business:
  - A. **Gerald and Jeanette Bekken Foundation Donation via the Holland-Zeeland Community Foundation received in the amount of \$7,410.00.**
    1. **Special Guest – Dave Bekken**
  - B. **Cow Hill Yacht Club Donation received in the amount of \$500.00.**
  - C. **Retirement Notice – Christine Gargano – October 2<sup>nd</sup> after 36 years of service.**
  - D. **Special Event Expenses - Discussion**
12. Correspondence:
  - A. **Thank you's (59) – Labor Day Bridge Walk – Saugatuck Middle School**
13. Public Comments: (Limit 3 minutes):
14. Fire Board Comments:
15. Adjournment:

### NOTICE

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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Item #6A



3342 Blue Star Highway  
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E-mail: [info@saugatuckfire.org](mailto:info@saugatuckfire.org)

## FIRE DISTRICT BOARD MEETING

4:00pm – August 15<sup>th</sup>, 2022

### **DRAFT MINUTES**

1. Call to Order: **Meeting called to order by J. Verplank at 4:02pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:  
**PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps, T. Pullen, A. Miller**  
**ABSENT with Notice: None**  
**Also Present: Chief Greg Janik, M. Green, P. Stanislawski, W. Bales**
4. Reminder: It is requested the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*):  
**Motion by Pullen, 2<sup>nd</sup> by Beckman to approve the agenda as presented.**  
**G. Janik requested to make additions to agenda item #9, "Fire Chief Comments".**  
**A. 9A. Introduction of new Fire District employee Riley Capel.**  
**B. Items B – D to follow as presented in current agenda.**  
**Janik requested to make an addition to item #15, "Correspondence".**  
**A. Read a thank you letter from American Legion Post #137 to the Fire District**  
**Motion to approve agenda with additions passes by unanimous voice vote.**
9. Approval of Minutes:  
**A. July 18<sup>th</sup>, 2022**  
**Motion by Phelps, 2<sup>nd</sup> by Pullen to approve the minutes of the 7/18/2022 meeting as presented.**  
**No discussion. Motion passes by unanimous by voice vote.**  
  
**B. July 18<sup>th</sup>, 2022 – Closed Session Minutes**  
**Motion by Fox, 2<sup>nd</sup> by Phelps to approve the closed-session minutes of the 7/18/2022 meeting as presented. No discussion. Motion passes by unanimous by voice vote.**
10. Public Comment on Agenda Items Only (Limit 3 minutes):  
**A. None**
11. Request for Payment:  
**A. Account Payables (*Roll Call Vote*)**  
**Motion by Phelps, 2<sup>nd</sup> by Beckman to pay the invoices in the amount of \$121,570.62. Discussion ensued with request for clarification on payout of John Mileskiewicz's accrued PTO and the process for payment of union dues.**



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**YAYS:** Phelps, Pullen, Aldrich, Beckman, Fox, Verplank, Miller.

**NAYS:** None

**ABSENT:** None

**Motion passes 7:0.**

## **B. Financial Report**

- i. Financial Report was reviewed by P. Stanislawski

## **12. Fire Chief Comments:**

- A. Introduction of FF/EMT R. Capel, hired to fill the full-time vacancy left by the resignation of J. Mileskiewicz.**
- B. Incident Reports / EMS Report / Calls to Date / Overlapping Calls**
  1. 552 calls year to date for 2022.
  2. Average response time 5:58 year to date.
- C. Community Risk Reduction**
  1. Department of Fire Prevention – Monthly Report
  2. Michigan Fire Inspectors Society - Fatal Fire Statistics
- D. Grant Updates**
  1. Michigan Gas Utilities (Wisconsin Public Safety Foundation) – Grant Award Received - \$2,000.00 towards a new Sensit Gas Detector.
- E. Performance Reviews – Full-Time Personnel – conducted by Chief**

## **13. Unfinished Business:**

- A. MMRMA Policy Renewal**
  1. MMRMA Annual Renewal Summary discussed.
    - a. MMRMA renewal policy has no changes in deductible or liability coverage, except for cyber coverage reduced from \$5,000,000 to \$2,000,000.
    - b. Fire District to receive excess distribution refund of \$7,101.

## **14. New Business:**

### **A. Election of Fire Board Officers (Roll Call Vote)**

**Motion by Pullen, 2<sup>nd</sup> by Phelps to re-appoint the following Fire Board Officers:**

1. Jane Verplank – Chairperson
2. Eric Beckman – Vice-Chairperson
3. Dan Fox – Secretary
4. Scott Phelps – Vice-Secretary

**YAYS:** Pullen, Phelps, Aldrich, Beckman, Fox, Verplank, Miller

**NAYS:** None

**ABSENT:** None

**Motion passes 7:0.**

## **15. Correspondence:**

- A. G. Janik read a letter from American Legion Post #137 thanking the Fire District for repairs to the Post's flagpole.**



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- B. J. Verplank shared a thank you card received from the occupants of a recent STFD response for a boating emergency involving a broken windshield. Special thanks given to Chris Gargano for helping to transport the involved party around town after the incident.

16. Public Comments: (Limit 3 minutes):

A. None

17. Fire Board Comments:

Aldrich – Relayed a phone call she had received to thank to the fire department for the professional service provided during a medical call - special mention of thank you to Linus Starring.

Beckman – None

Fox – Requested more information about the type of barricades used in Grand Haven during Coast Guard Festival. G. Janik explained the barricades are called Archer 1200 Barriers. Dan requested that the functionality of the barricades for event safety be shared with Saugatuck City Council.

Verplank – None

Phelps – None

Pullen – Would like to see something can be put into the budget and/or applications for grants submitted in order to purchase vehicle stabilizers similar to those used by Graafschap FD in a recent assist to STFD for a PI accident call.

Miller - None

18. Adjournment: Motion by Phelps, 2<sup>nd</sup> by Pullen to adjourn at 4:30pm. No discussion. Motion passes by unanimous voice vote.

NOTICE

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Please contact Saugatuck Township Fire District at 269-857-3000 for further information.

09/16/2022 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 08/16/2022 - 09/19/2022				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
08/19/2022	DD4255(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,644.65
08/19/2022	DD4256(A)	BETTS, MICHAEL	PAYROLL	1,820.09
08/19/2022	DD4257(A)	CAPEL, RILEY	PAYROLL	601.00
08/19/2022	DD4258(A)	GREEN, MICHELLE	PAYROLL	1,219.95
08/19/2022	DD4259(A)	JANIK, GREG	PAYROLL	2,665.12
08/19/2022	DD4260(A)	MANTELS, CHRISTOPHER	PAYROLL	2,126.45
08/19/2022	DD4261(A)	MEYER, KYLE	PAYROLL	1,606.85
08/19/2022	EFT1125(E)	457 MERS	PAYROLL	1,283.54
08/19/2022	EFT1126(E)	INTERNAL REVENUE SERVICE	PAYROLL	4,131.15
08/19/2022	EFT1127(E)	MERS	PAYROLL	4,915.01
08/19/2022	EFT1128(E)	DEFINED CONTRIBUTION	PAYROLL	1,761.10
08/19/2022	EFT1129(E)	HEALTH SAVINGS PLAN	PAYROLL	248.12
08/19/2022	EFT1130(E)	SAUGATUCK AREA PROFESSIONAL LOCAL 5	PAYROLL	150.00
08/22/2022	DD4262(A)	ALDRICH, STACEY	PAYROLL	43.05
08/22/2022	DD4263(A)	BALES, WENDY	PAYROLL	2,387.89
08/22/2022	DD4264(A)	BECKMAN, ERIC	PAYROLL	43.04
08/22/2022	DD4265(A)	BEEK, HEATHER	PAYROLL	928.69
08/22/2022	DD4266(A)	BLATT, DAVID	PAYROLL	523.35
08/22/2022	DD4267(A)	BLOK, MICHAEL	PAYROLL	1,157.44
08/22/2022	DD4268(A)	BRINK, CHAD	PAYROLL	520.62
08/22/2022	DD4269(A)	CAPEL, RILEY	PAYROLL	1,162.77
08/22/2022	DD4270(A)	DALTON, PHIL	PAYROLL	782.01
08/22/2022	DD4271(A)	DEMOND, KALEB	PAYROLL	150.73
08/22/2022	STUB88(A)	DYKSTRA, TOM	PAYROLL	0.00
08/22/2022	DD4272(A)	ESQUIVEL, BRADLEY	PAYROLL	1,021.18
08/22/2022	DD4273(A)	GARGANO, CHRISTINE	PAYROLL	652.67
08/22/2022	DD4274(A)	GARGANO, MARK	PAYROLL	1,182.84
08/22/2022	DD4275(A)	GRIFFIS, JESSICA	PAYROLL	1,402.46
08/22/2022	DD4276(A)	HOSIER, CALEB	PAYROLL	833.19
08/22/2022	DD4277(A)	JANIK, GREG	PAYROLL	536.27
08/22/2022	DD4278(A)	KIRCHERT, ERIK	PAYROLL	570.21
08/22/2022	DD4279(A)	MARR, SEAN	PAYROLL	1,038.32
08/22/2022	DD4280(A)	MAYER, JOHN	PAYROLL	74.28
08/22/2022	DD4281(A)	MC GOWAN, WILLIAM	PAYROLL	765.82
08/22/2022	DD4282(A)	MEISTE, JAMES	PAYROLL	809.45
08/22/2022	DD4283(A)	MEYER, KYLE	PAYROLL	1,631.86
08/22/2022	STUB89(A)	MINNIEAR, HARRY	PAYROLL	0.00
08/22/2022	DD4284(A)	MOKMA, WAYNE	PAYROLL	558.34
08/22/2022	20523	PHELPS, DONALD	PAYROLL	44.04
08/22/2022	DD4285(A)	PULLEN, TARUE	PAYROLL	44.04
08/22/2022	DD4286(A)	SEYMOUR, SCOTT	PAYROLL	1,142.10

09/16/2022 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 08/16/2022 - 09/19/2022				
Check Date	Check	Vendor Name	Description	Amount
08/22/2022	DD4287(A)	SHERER, MISTY	PAYROLL	1,244.60
08/22/2022	DD4288(A)	STARRING, LINUS	PAYROLL	598.71
08/22/2022	DD4289(A)	STEVENS, KEVIN	PAYROLL	901.88
08/22/2022	DD4290(A)	TRINKLEIN, KYLE	PAYROLL	65.55
08/22/2022	DD4291(A)	VAN AUKEN, LAUREL	PAYROLL	539.74
08/22/2022	DD4292(A)	VERPLANK, JANE	PAYROLL	44.04
08/22/2022	DD4293(A)	WARREN, LEVI	PAYROLL	332.88
08/22/2022	DD4294(A)	WILKINSON, ERIN	PAYROLL	15.17
08/22/2022	4269		PAYROLL	0.00
08/23/2022	2522(A)	SPENCER MANUFACTURING INC	NEW PUMPER TANKER	419,307.50
08/25/2022	EFT1131(E)	457 MERS	PAYROLL	2,662.90
08/25/2022	EFT1132(E)	INTERNAL REVENUE SERVICE	PAYROLL	6,524.96
08/25/2022	EFT1133(E)	DEFINED CONTRIBUTION	PAYROLL	1,649.41
08/31/2022	2523(E)	HEALTH SAVINGS ACCOUNT	HEALTH SAVINGS ACCOUNT	233.32
08/31/2022	2524(E)	MACATAWA BANK	BANKING FEES	28.86
09/02/2022	DD4295(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,644.66
09/02/2022	DD4296(A)	BETTS, MICHAEL	PAYROLL	1,820.09
09/02/2022	DD4297(A)	GREEN, MICHELLE	PAYROLL	1,219.95
09/02/2022	DD4298(A)	JANIK, GREG	PAYROLL	2,665.14
09/02/2022	DD4299(A)	MANTELS, CHRISTOPHER	PAYROLL	2,126.45
09/02/2022	DD4300(A)	MEYER, KYLE	PAYROLL	1,606.85
09/02/2022	EFT1134(E)	457 MERS	PAYROLL	1,235.06
09/02/2022	EFT1135(E)	INTERNAL REVENUE SERVICE	PAYROLL	3,978.53
09/02/2022	EFT1136(E)	DEFINED CONTRIBUTION	PAYROLL	1,712.62
09/02/2022	EFT1137(E)	STATE OF MICHIGAN	PAYROLL	2,504.89
09/02/2022	EFT1138(E)	SAUGATUCK AREA PROFESSIONAL LOCAL 5	PAYROLL	150.00
09/16/2022	DD4301(A)	ALDRICH, STACEY	PAYROLL	43.04
09/16/2022	DD4302(A)	BALES, WENDY	PAYROLL	2,056.43
09/16/2022	DD4303(A)	BECKMAN, ERIC	PAYROLL	43.05
09/16/2022	DD4304(A)	BEEK, HEATHER	PAYROLL	681.77
09/16/2022	DD4305(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,644.65
09/16/2022	DD4306(A)	BETTS, MICHAEL	PAYROLL	1,301.85
09/16/2022	DD4307(A)	BLATT, DAVID	PAYROLL	238.22
09/16/2022	DD4308(A)	BLOK, MICHAEL	PAYROLL	1,091.08
09/16/2022	DD4309(A)	BRINK, CHAD	PAYROLL	474.13
09/16/2022	DD4310(A)	CAPEL, RILEY	PAYROLL	1,162.77
09/16/2022	DD4311(A)	DALTON, PHIL	PAYROLL	1,033.74
09/16/2022	DD4312(A)	DEMOND, KALEB	PAYROLL	1,413.86
09/16/2022	STUB90(A)	DYKSTRA, TOM	PAYROLL	0.00
09/16/2022	DD4313(A)	ESQUIVEL, BRADLEY	PAYROLL	879.49
09/16/2022	DD4314(A)	GARGANO, CHRISTINE	PAYROLL	439.64
09/16/2022	DD4315(A)	GARGANO, MARK	PAYROLL	1,035.03
09/16/2022	DD4316(A)	GREEN, MICHELLE	PAYROLL	1,219.96



09/16/2022 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 08/16/2022 - 09/19/2022				
Check Date	Check	Vendor Name	Description	Amount
09/16/2022	DD4317(A)	GRIFFIS, JESSICA	PAYROLL	925.34
09/16/2022	DD4318(A)	HOSIER, CALEB	PAYROLL	702.17
09/16/2022	DD4319(A)	JANIK, GREG	PAYROLL	3,127.48
09/16/2022	DD4320(A)	KIRCHERT, ERIK	PAYROLL	542.92
09/16/2022	DD4321(A)	MANTELS, CHRISTOPHER	PAYROLL	2,126.45
09/16/2022	DD4322(A)	MARR, SEAN	PAYROLL	919.81
09/16/2022	DD4323(A)	MAYER, JOHN	PAYROLL	27.27
09/16/2022	DD4324(A)	MC GOWAN, WILLIAM	PAYROLL	504.73
09/16/2022	DD4325(A)	MEISTE, JAMES	PAYROLL	982.75
09/16/2022	DD4326(A)	MEYER, KYLE	PAYROLL	1,606.86
09/16/2022	DD4327(A)	MILLER, AARON	PAYROLL	43.04
09/16/2022	STUB91(A)	MINNIEAR, HARRY	PAYROLL	0.00
09/16/2022	DD4328(A)	MOKMA, WAYNE	PAYROLL	662.42
09/16/2022	20524	PHELPS, DONALD	PAYROLL	44.05
09/16/2022	DD4329(A)	PULLEN, TARUE	PAYROLL	44.05
09/16/2022	DD4330(A)	SEYMOUR, SCOTT	PAYROLL	1,218.23
09/16/2022	DD4331(A)	SHERER, MISTY	PAYROLL	978.67
09/16/2022	DD4332(A)	STARRING, LINUS	PAYROLL	616.82
09/16/2022	DD4333(A)	STEVENS, KEVIN	PAYROLL	590.54
09/16/2022	DD4334(A)	VAN AUKEN, LAUREL	PAYROLL	346.63
09/16/2022	DD4335(A)	VERPLANK, JANE	PAYROLL	44.05
09/16/2022	EFT1139(E)	457 MERS	PAYROLL	3,280.99
09/16/2022	EFT1140(E)	INTERNAL REVENUE SERVICE	PAYROLL	9,670.51
09/16/2022	EFT1141(E)	DEFINED CONTRIBUTION	PAYROLL	3,072.00
09/16/2022	20525	WEBER & OLCESE PLC	PAYROLL	518.24
09/16/2022	EFT1142(E)	SAUGATUCK AREA PROFESSIONAL LOCAL 5	PAYROLL	150.00
09/19/2022	20526	GOLFIRE INC	HELMET SHIELD	212.70
09/19/2022	20527	GRAAFSCHAP FIRE DEPARTMENT	DRONE BATTERIES	933.00
09/19/2022	20528	GRAPHIX EMBROIDERY INC	UNIFORMS	19.28
09/19/2022	20529	HOLLAND MEDICENTER	PHYSICALS	9,423.06
09/19/2022	20530	IHLE AUTO PARTS	MAINTENANCE	182.73
09/19/2022	20531	MAC QUEEN EMERGENCY	FACE PIECE	415.40
09/19/2022	20532	CROWN MOTORS	2171 MAINTENANCE	227.59
09/19/2022	20533	ISFSI	DUES	135.00
09/19/2022	20534	OVERISEL LUMBER CO	SUPPLIES	49.26
09/19/2022	20535	RESCUE RESOURCES LLC	TRAINING	270.00
09/19/2022	20536	SOUTHSIDE BODY & FABRICATION INC	2111 MAINTENANCE	2,126.25
09/19/2022	20537	ZORO	MAINTENANCE	409.72
09/19/2022	2525(E)	ACCIDENT FUND	WORKER COMP	12,230.00
09/19/2022	2526(E)	ACCIDENT FUND	WORKER COMP	9,866.25
09/19/2022	2527(E)	ARROWASTE	TRASH	81.83
09/19/2022	2528(E)	COMCAST	TELEPHONES & INTERNET	304.84
09/19/2022	2529(E)	CONSUMERS ENERGY	BOAT DOCK	39.24

09/16/2022				
CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 08/16/2022 - 09/19/2022				
Check Date	Check	Vendor Name	Description	Amount
09/19/2022	2530(E)	CONSUMERS ENERGY	BOAT DOCK	40.58
09/19/2022	2531(E)	CONSUMERS ENERGY	FIRE STATION	633.50
09/19/2022	2532(E)	CONSUMERS ENERGY	FIRE STATION	702.83
09/19/2022	2533(E)	CARDMEMBER SERVICE	OFFICE	1,667.67
09/19/2022	2534(E)	CARDMEMBER SERVICE	FEMA GRANT EXCERISE	9,444.03
09/19/2022	2535(E)	HEALTH SAVINGS ACCOUNT	HEALTH SAVINGS ACCOUNT	233.32
09/19/2022	2536(E)	KAL LAKE SEWER WATER	WATER	238.66
09/19/2022	2537(E)	KAL LAKE SEWER WATER	WATER	235.33
09/19/2022	2538(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	65.58
09/19/2022	2539(E)	PRIORITY HEALTH	HEALTH INSURANCE	3,735.99
09/19/2022	2540(E)	WISE CHOICE RECYCLING	TRASH & RECYCLING	145.00
09/19/2022	2541(E)	SHELL	GASOLINE & DIESEL	2,139.78
09/19/2022	2542(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	466.81
09/19/2022	2543(A)	ALLEGAN TREASURER	TAX CHARGE BACK	167.57
09/19/2022	2544(A)	ALLIED FIRE SALES & SERVICE LLC	GAS SENSORS	2,170.22
09/19/2022	2545(A)	APPLIED IMAGING	COPIER USE	415.74
09/19/2022	2546(A)	BEAVER RESEARCH COMPANY	SUPPLIES	161.80
09/19/2022	2547(A)	BLOOM SLUGGETT PC	LEGAL FEES	4,480.50
09/19/2022	2548(A)	EAGLE ENGRAVING	SUPPLIES	249.95
09/19/2022	2549(A)	ETNA SUPPLY	LIVE FIRE TRAINING	160.50
09/19/2022	2550(A)	DEBRA FROSTY	UNIFORMS	110.00
09/19/2022	2551(A)	GALLS LLC	UNIFORMS	848.40
09/19/2022	2552(A)	AYMEN GHALIB	TRAINING RENTAL	1,050.00
09/19/2022	2553(A)	GROUND MANAGEMENT SOLUTIONS LLC	LAWN MAINTENANCE	79.00
09/19/2022	2554(A)	J & B MEDICAL	MEDICAL SUPPLIES	553.06
09/19/2022	2555(A)	LEXIPOL LLC	FIRE POLICY & TRAINING BULLETINS	3,339.90
09/19/2022	2556(A)	NFPA	TRAINING	62.50
09/19/2022	2557(A)	OFFICE DEPOT	OFFICE SUPPLIES	66.45
09/19/2022	2558(A)	LORRIE PASTOOR	CLEANING	300.00
09/19/2022	2559(A)	SOUND OFF SIGNAL	NEW TRUCK LIGHTS	1,654.88
09/19/2022	2560(A)	STANDARD	INSURANCE	2,771.63
09/19/2022	2561(A)	SUMMIT COMPANIES	FIRE ALARM	720.00
09/19/2022	2562(A)	TYLER TECHNOLOGIES INC	DRAWING TOOL	8.00
09/19/2022	2563(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	202.50
09/19/2022	2564(A)	XTREME AUTO	2173 INSURANCE CLAIM	6,230.54
Total of 162 Checks:				628,976.55
Less 1 Void Checks:				0.00
Total of 161 Disbursements:				628,976.55



Item #8A

Vendor Name	Description	Amount
1. ACCIDENT FUND		
	WORKER COMP	12,230.00
	WORKER COMP	9,866.25
	TOTAL	22,096.25
2. ALLEGAN TREASURER		
	TAX CHARGE BACK	167.57
3. ALLIED FIRE SALES & SERVICE LLC		
	GAS SENSORS	2,170.22
4. APPLIED IMAGING		
	COPIER USE	415.74
5. ARROWASTE		
	TRASH	81.83
6. AYMEN GHALIB		
	TRAINING RENTAL	525.00
	TRAINING RENTAL	525.00
	TOTAL	1,050.00
7. BEAVER RESEARCH COMPANY		
	SUPPLIES	161.80
8. BLOOM SLUGGETT PC		
	LEGAL FEES	4,480.50
9. CARDMEMBER SERVICE		
	TRAINING, DUES & SUPPLIES	1,155.96
	OFFICE SUPPLIES	489.35
	OFFICE	22.36
	FEMA GRANT EXCERISE	9,444.03
	TOTAL	11,111.70
10. COMCAST		
	TELEPHONES & INTERNET	304.84
11. CONSUMERS ENERGY		
	BOAT DOCK	40.58
	FIRE STATION	702.83
	BOAT DOCK	39.24
	FIRE STATION	633.50
	TOTAL	1,416.15
12. CROWN MOTORS		
	2171 MAINTENANCE	227.59
13. DEBRA FROSTY		
	UNIFORMS	22.00
	UNIFORMS	88.00
	TOTAL	110.00
14. EAGLE ENGRAVING		
	SUPPLIES	249.95
15. ETNA SUPPLY		
	LIVE FIRE TRAINING	53.50
	LIVE FIRE TRAINING	107.00
	TOTAL	160.50
16. GALLS LLC		
	UNIFORMS	694.71
	UNIFORMS	153.69
	TOTAL	848.40
17. GOLFFIRE INC		
	HELMET SHIELD	212.70

Vendor Name	Description	Amount
18. GRAAFSCHAP FIRE DEPARTMENT		
	DRONE BATTERIES	933.00
19. GRAPHIX EMBROIDERY INC		
	UNIFORMS	19.28
20. GROUND MANAGEMENT SOLUTIONS LLC		
	LAWN MAINTENANCE	79.00
21. HEALTH SAVINGS ACCOUNT		
	HEALTH SAVINGS ACCOUNT	233.32
	HEALTH SAVINGS ACCOUNT	233.32
	TOTAL	466.64
22. HOLLAND MEDICENTER		
	PHYSICALS	9,423.06
23. IHLE AUTO PARTS		
	MAINTENANCE	182.73
24. ISFSI		
	DUES	135.00
25. J & B MEDICAL		
	MEDICAL SUPPLIES	553.06
26. KAL LAKE SEWER WATER		
	WATER	235.33
	WATER	238.66
	TOTAL	473.99
27. LEXIPOL LLC		
	FIRE POLICY & TRAINING BULLETINS	3,339.90
28. LORRIE PASTOOR		
	CLEANING	120.00
	CLEANING	180.00
	TOTAL	300.00
29. MAC QUEEN EMERGENCY		
	FACE PIECE	415.40
30. MACATAWA BANK		
	BANKING FEES	28.86
31. MICHIGAN GAS UTILITIES		
	NATURAL GAS	65.58
32. NFPA		
	TRAINING	62.50
33. OFFICE DEPOT		
	OFFICE SUPPLIES	59.76
	OFFICE SUPPLIES	6.69
	TOTAL	66.45
34. OVERISEL LUMBER CO		
	SUPPLIES	49.26
35. PRIORITY HEALTH		
	HEALTH INSURANCE	3,735.99
36. RESCUE RESOURCES LLC		
	TRAINING	270.00
37. SHELL		
	GASOLINE & DIESEL	2,139.78
38. SOUND OFF SIGNAL		
	NEW TRUCK LIGHTS	1,654.88
39. SOUTHSIDE BODY & FABRICATION INC		
	ARROW BOARD MAINTENANCE	1,261.25
	2111 MAINTENANCE	865.00
	TOTAL	2,126.25
40. SPENCER MANUFACTURING INC		

Vendor Name	Description	Amount
41. STANDARD	NEW PUMPER TANKER	419,307.50
	INSURANCE	542.05
	INSURANCE	648.38
	INSURANCE	895.72
	INSURANCE	685.48
	TOTAL	2,771.63
42. SUMMIT COMPANIES	FIRE ALARM	720.00
43. TYLER TECHNOLOGIES INC	DRAWING TOOL	8.00
44. VERIZON WIRELESS	CELL PHONES & MODEMS	466.81
45. WEST MICHIGAN UNIFORM	SHOP TOWELS	202.50
46. WISE CHOICE RECYCLING	TRASH & RECYCLING	145.00
47. XTREME AUTO	2173 INSURANCE CLAIM	6,230.54
48. ZORO	SUPPLIES	199.44
	SUPPLIES	51.72
	MAINTENANCE	158.56
	TOTAL	409.72
TOTAL - ALL VENDORS		502,048.05
<b>FUND TOTALS:</b>		
Fund 206 - FIRE FUND		501,887.55
Fund 210 - REGIONAL TRAINING CENTER		160.50

PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2022 NORMAL (ABNORMAL)	MONTH 09/30/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	SAUGATUCK CITY	415,000.00	0.00	0.00	415,000.00	0.00
206-000-402.000	SAUGATUCK TOWNSHIP	840,000.00	0.00	0.00	840,000.00	0.00
206-000-403.000	DOUGLAS CITY	430,000.00	0.00	0.00	430,000.00	0.00
206-000-450.000	FIRE SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
206-000-460.000	INSPECTION & PLAN REVIEW FEES	1,000.00	7,675.00	1,325.00	(6,675.00)	767.50
206-000-465.000	COST RECOVERY	1,000.00	4,520.68	3,894.51	(3,520.68)	452.07
206-000-560.000	GRANTS & DONATIONS	1,000.00	9,410.00	7,410.00	(8,410.00)	941.00
206-000-665.000	INTEREST	500.00	1,365.57	0.00	(865.57)	273.11
206-000-686.000	FUND BALANCE TRANSFER IN	417,000.00	0.00	0.00	417,000.00	0.00
Total Dept 000		2,106,500.00	22,971.25	12,629.51	2,083,528.75	1.09
TOTAL REVENUES		2,106,500.00	22,971.25	12,629.51	2,083,528.75	1.09
Expenditures						
Dept 336 - FIRE FUND						
206-336-702.000	BOARD SALARY	5,000.00	550.00	300.00	4,450.00	11.00
206-336-704.000	CHIEF SALARY	106,100.00	21,425.77	8,461.54	84,674.23	20.19
206-336-705.000	OFFICER SALARIES	9,650.00	1,291.70	645.85	8,358.30	13.39
206-336-708.000	CAREER FIREFIGHTER	338,000.00	87,293.22	25,861.28	250,706.78	25.83
206-336-709.000	OPERATIONAL WAGES	125,000.00	11,769.37	7,587.08	113,230.63	9.42
206-336-709.500	PAID ON CALL STIPEND	85,000.00	15,598.36	7,547.88	69,401.64	18.35
206-336-710.000	FIRE CALLS	65,000.00	7,343.40	4,389.30	57,656.60	11.30
206-336-711.000	MEDICAL CALLS	32,000.00	6,884.58	2,323.72	25,115.42	21.51
206-336-712.000	TRAINING	48,000.00	2,311.21	986.91	45,688.79	4.82
206-336-713.000	SPECIAL EVENTS	12,000.00	5,013.90	896.26	6,986.10	41.78
206-336-720.000	PAYROLL TAXES	66,000.00	12,354.11	4,584.37	53,645.89	18.72
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	90,000.00	27,995.76	7,440.94	62,004.24	31.11
206-336-722.000	WORKER COMP INSURANCE	58,000.00	31,962.50	22,096.25	26,037.50	55.11
206-336-723.000	RETIREMENT	100,000.00	25,296.79	9,249.69	74,703.21	25.30
206-336-727.000	OPERATING SUPPLIES	22,500.00	2,403.90	1,680.79	20,096.10	10.68
206-336-728.000	GAS & OIL	20,000.00	4,220.56	2,139.78	15,779.44	21.10
206-336-730.000	PROFESSIONAL SERVICES	30,000.00	11,437.40	8,840.40	18,562.60	38.12
206-336-742.000	TESTING, REPAIR & REPLACEMENT	18,000.00	1,026.41	0.00	16,973.59	5.70
206-336-745.000	STATION TOOLS	3,000.00	0.00	0.00	3,000.00	0.00
206-336-746.000	FIRE FIGHTER TOOLS	10,000.00	2,170.22	2,170.22	7,829.78	21.70
206-336-751.000	PHONES	13,500.00	2,425.03	831.65	11,074.97	17.96
206-336-752.000	UTILITIES	20,000.00	3,124.54	2,182.55	16,875.46	15.62
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	45,000.00	12,306.16	10,239.26	32,693.84	27.35
206-336-761.000	BOAT MAINTENANCE	17,500.00	4,201.17	182.73	13,298.83	24.01
206-336-762.000	RADIO & PAGER R&R	8,500.00	448.40	0.00	8,051.60	5.28
206-336-763.000	BUILDING REPAIR & MAINTENANCE	27,000.00	1,392.52	237.56	25,607.48	5.16
206-336-764.000	BUILDING SECURITY	2,000.00	0.00	0.00	2,000.00	0.00
206-336-767.000	DUES & SUBSCRIPTIONS	4,000.00	599.73	529.73	3,400.27	14.99
206-336-770.000	OFFICE EXPENSES	12,000.00	1,576.31	993.07	10,423.69	13.14
206-336-771.000	TECHNOLOGY	20,000.00	259.99	0.00	19,740.01	1.30
206-336-775.000	BUILDING INSPECTIONS	2,500.00	8.00	8.00	2,492.00	0.32
206-336-780.000	UNIFORMS	15,000.00	4,267.36	977.68	10,732.64	28.45
206-336-781.000	TURN OUT GEAR	30,000.00	669.07	669.07	29,330.93	2.23
206-336-785.000	EDUCATION	23,000.00	11,967.86	11,714.50	11,032.14	52.03
206-336-791.000	MEDICAL SUPPLY	16,000.00	1,284.67	553.06	14,715.33	8.03
206-336-795.000	COMMUNITY RISK REDUCTION	13,000.00	1,536.57	0.00	11,463.43	11.82
206-336-796.000	PHYSICALS	15,000.00	12,663.52	9,423.06	2,336.48	84.42

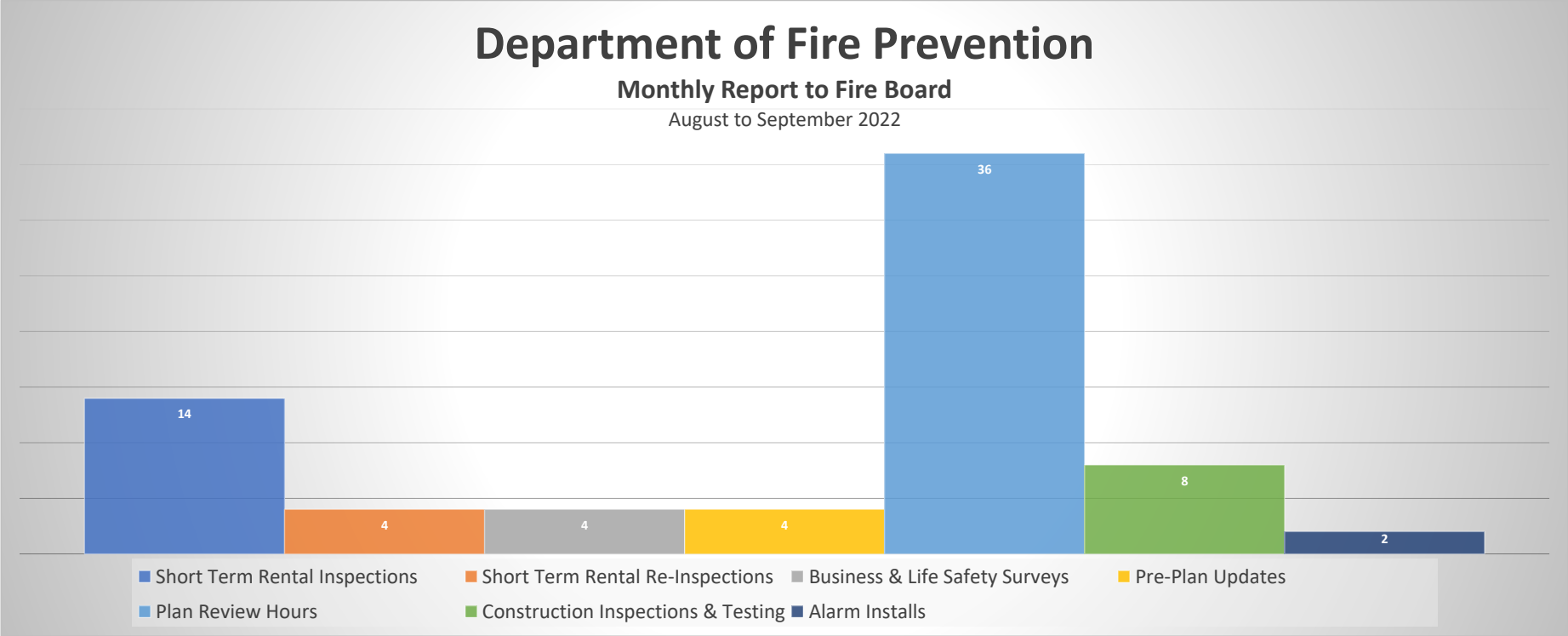
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User: Peter

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PERIOD ENDING 09/30/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 09/30/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2022 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 206 - FIRE FUND						
Expenditures						
206-336-815.000	GENERAL INSURANCE	32,000.00	13,333.00	(7,101.00)	18,667.00	41.67
206-336-861.000	TAX CHARGE BACK	500.00	167.57	167.57	332.43	33.51
206-336-975.000	TRUCK PAYMENT	417,000.00	419,307.50	0.00	(2,307.50)	100.55
206-336-985.000	LONG TERM CAPITAL	29,750.00	0.00	0.00	29,750.00	0.00
206-336-986.000	CAPITAL FUND TRANSFER	100,000.00	0.00	0.00	100,000.00	0.00
Total Dept 336 - FIRE FUND		2,106,500.00	769,888.13	148,810.75	1,336,611.87	36.55
TOTAL EXPENDITURES		2,106,500.00	769,888.13	148,810.75	1,336,611.87	36.55
Fund 206 - FIRE FUND:						
TOTAL REVENUES		2,106,500.00	22,971.25	12,629.51	2,083,528.75	1.09
TOTAL EXPENDITURES		2,106,500.00	769,888.13	148,810.75	1,336,611.87	36.55
NET OF REVENUES & EXPENDITURES		0.00	(746,916.88)	(136,181.24)	746,916.88	100.00





# MICHIGAN FATAL FIRE STATISTICS 2022



## 2022 Current Fire Deaths

**89 Deaths in 74 Fires**  
(as of September 15, 2022)  
**10% Increase YTD Deaths**  
*Compared to 2017-2021 Average*  
**10% Increase YTD Fires**  
*Compared to 2017-2021 Average*

**Victims**  
63% Male 37% Female  
25% Reported as Disabled  
6% Reported as Impaired  
57% Between 40 and 79 Years Old



## Location and Cause

**Reported Areas of Origin**  
#1 Living Room (42%)  
#2 Bedroom (21%)  
#3 Kitchen (6%)

**Reported Fire Causes**  
#1 Smoking (51%)  
#2 Electrical (13%)  
#3 Cooking (8%)



## Time and Day

**Deadliest Time of Day**  
6am - 6pm = 35%  
6pm - 6am = 65%

**Deadliest Day of Week (Deaths)**  
#1 Monday (22%)  
#2 Tuesday (21%)  
#3 Wednesday (15%)



MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

September 12, 2022

Deputy Chief Chris Mantels  
Saugatuck Township Fire District  
3342 Blue Star Highway  
Saugatuck, MI 49453

**RE: RAP**

Dear Deputy Chief Mantels,

I am pleased to inform you that the Risk Avoidance Program (RAP)/Certification and Accreditation Program (CAP) application for your Fire Staff and Command project was approved. The Membership Committee authorized 75% funding up to a maximum of \$2,437.50 for your project.

RAP/CAP funds are issued on a reimbursement basis. Payment will be based upon verification received from the Saugatuck Township Fire District of their payment of the project in full. Please see the attached **RAP/CAP Grant Reimbursement Procedure** for guidelines on processing your grant payment.

Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application. If your application submission contained the above referenced documentation, please contact MMRMA.

Payment of RAP/CAP funds is contingent upon the Saugatuck Township Fire District remaining a member of MMRMA and in compliance with the Joint Powers Agreement. Your approved grant reimbursement is valid for six months from the date of this letter. **GRANT EXPIRATION: 02/28/2023.**

Sincerely,

*Cara L. Ceci*

Cara Ceci, ARM, CPCU  
Member Resources Manager

CC/sp

cc: Greg Janik  
MMRMA Risk Manager



MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

September 12, 2022

Lt. Chris Bernhardt  
Saugatuck Township Fire District  
3342 Blue Star Highway  
Saugatuck, MI 49453

**RE: RAP**

Dear Lt. Bernhardt,

I am pleased to inform you that the Risk Avoidance Program (RAP)/Certification and Accreditation Program (CAP) application for your Siren Marine Vessel Monitoring System project was approved. The Membership Committee authorized 50% funding up to a maximum of \$1,274.40 for your project.

RAP/CAP funds are issued on a reimbursement basis. Payment will be based upon verification received from the Saugatuck Township Fire District of their payment of the project in full. Please see the attached **RAP/CAP Grant Reimbursement Procedure** for guidelines on processing your grant payment.

Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application. If your application submission contained the above referenced documentation, please contact MMRMA.

Payment of RAP/CAP funds is contingent upon the Saugatuck Township Fire District remaining a member of MMRMA and in compliance with the Joint Powers Agreement. Your approved grant reimbursement is valid for six months from the date of this letter. **GRANT EXPIRATION: 02/28/2023.**

Sincerely,

*Cara L. Ceci*

Cara Ceci, ARM, CPCU  
Member Resources Manager

CC/sp

cc: Greg Janik  
MMRMA Risk Manager



TRUSTEES

Diane Koopker  
Chair  
Tom Den Harder  
Chair-elect  
Deborah Sterken  
Past Chair  
Scott Brooks  
Secretary  
Edna Avery Dylman  
Treasurer  
Ed Amayo  
Jim Bishop  
Leslie Brown  
Bret Docter  
Sue Franz  
Mark Harder  
Jasmine Irish  
Jonathan Padnos  
Jean Ramirez  
Lucia Rios  
Margaret Van Grouw  
Jim Wiensma

YOUTH TRUSTEE

Kevin Van Rossum

PRESIDENT/CEO

Mike Goorhouse

85 East 8th Street, STE 110  
Holland, MI 49423  
P: 616.396.6590  
F: 616.396.3573  
info@cfhz.org  
www.cfhz.org

August 18, 2022

Saugatuck Township Fire District  
3342 Blue Star Hwy  
Saugatuck, MI 49453

To Whom It May Concern:

We are pleased that Saugatuck Township Fire District is the recipient of a grant from the **Gerald and Jeannette Bekken Fund for Saugatuck Township Fire Department** through The Community Foundation of the Holland/Zeeland Area. This fund was established by a gift from the Gerald H. and Jeannette E. Bekken Trust with the designation that upon Mr. Bekken's death the fund would be distributed over a period of five years. The Foundation's Board of Trustees has approved this grant for distribution. Enclosed is a check in the amount of \$7,410.00 for this purpose: Unrestricted support.

It is not necessary to issue a tax receipt as the Community Foundation is a 501(c)(3) public charity. Any grant acknowledgment to this donor from your organization should not be in the form of a tax receipt. You may forward notes of appreciation to Gerald and Jeannette Bekken's estate trustee:

Dave Bekken  
47 Forest Hills  
Holland, MI 49424

By accepting this check, you certify to the Community Foundation that (i) Saugatuck Township Fire District is a tax-exempt organization in good standing; (ii) these funds will be used exclusively in furtherance of your proper exempt purposes; (iii) no tangible benefit, goods, or services were or will be received by any individual or entities connected with the above-mentioned fund; (iv) this contribution does not confer an impermissible private benefit on, and is not in satisfaction of a pledge or other personal financial obligation on behalf of any individual or entity connected with the above-mentioned fund or otherwise; and (v) this contribution will not be used for political activity or lobbying purposes.

If your organization publishes a donor gift listing in any materials, please acknowledge that this grant came from the Gerald and Jeannette Bekken Fund for Saugatuck Township Fire Department through the Community Foundation of the Holland/Zeeland Area.

If you have any questions about this grant, please call me at (616) 396-6590.

Best Regards,

Mike Goorhouse  
President/CEO

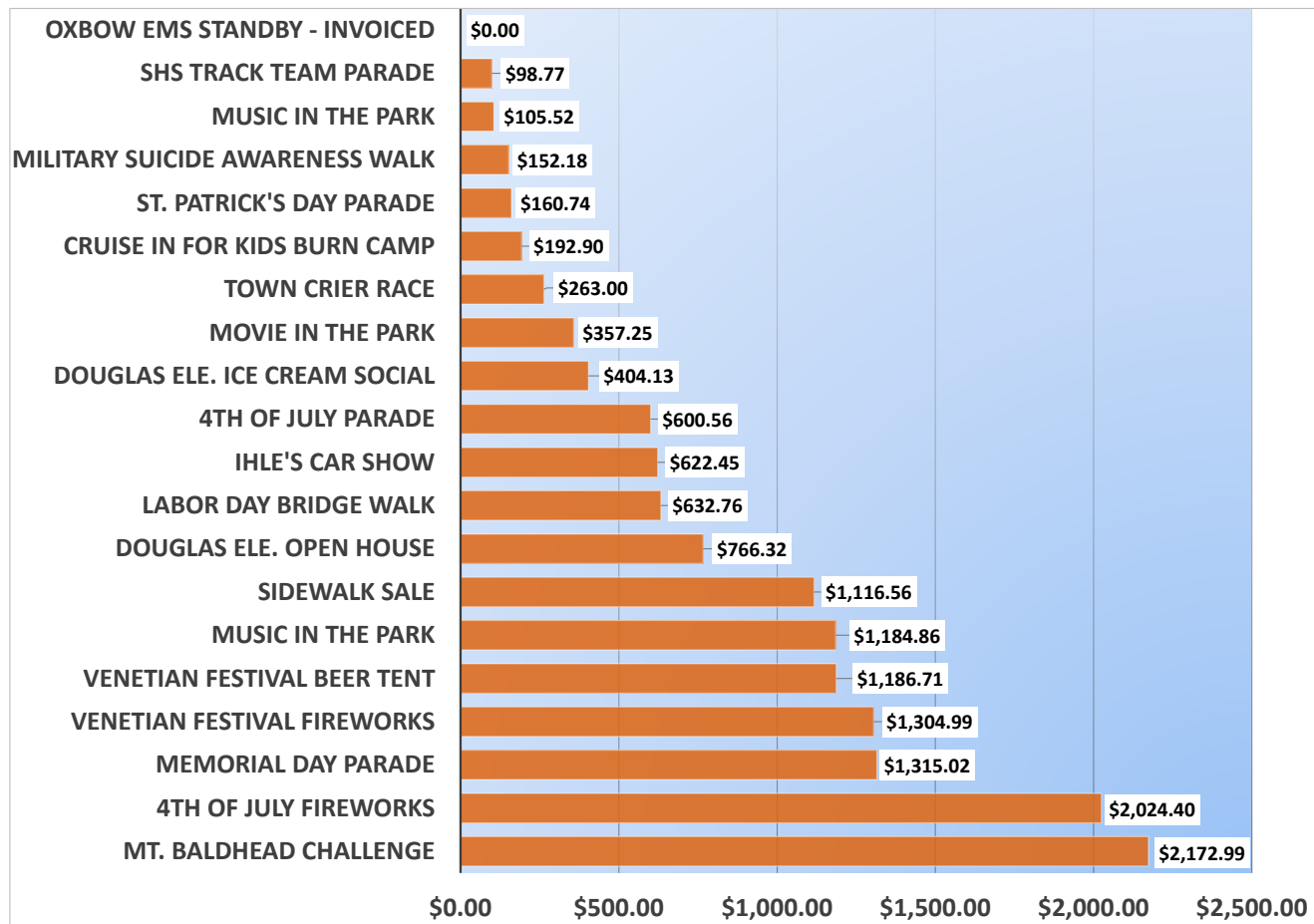
Cc. Dave Bekken  
Encl.

For good. For ever.





## 2022 Special Events Payroll Costs



2022 Special Events:	Event Municipality:	Total Payroll Cost To STFD:
Oxbow EMS Standby - Invoiced	Saugatuck Township	\$0.00
SHS Track Team Parade	Saugatuck City	\$98.77
Military Suicide Awareness Walk Flag Detail	Saugatuck Township	\$152.18
St. Patrick's Day Parade	Saugatuck City	\$160.74
Cruise in for Kids Burn Camp	Salem Township	\$192.90
Town Crier Race	Saugatuck City / Douglas	\$263.00
Movie in the Park	Saugatuck City	\$357.25
Douglas Elementary Ice Cream Social	Douglas	\$404.13
4th of July Parade	Saugatuck City	\$600.56
Ihle's Car Show	Saugatuck Township	\$622.45
Labor Day Bridge Walk	Saugatuck City	\$632.76
Douglas Elementary Open House	Douglas	\$766.32
Sidewalk Sale	Saugatuck City	\$1,116.56
Music in the Park	Saugatuck City	\$1,184.86
Venetian Festival Beer Tent	Saugatuck City	\$1,186.71
Venetian Festival Fireworks	Saugatuck City	\$1,304.99
Memorial Day Parade	Saugatuck City / Douglas	\$1,315.02
4th of July Fireworks	Saugatuck City	\$2,024.40
Mt. Baldhead Challenge	Saugatuck City	\$2,172.99
<b>Total:</b>		<b>\$14,556.58</b>