



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



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

FIRE DISTRICT BOARD MEETING

4:00pm – December 15th ,2025

Minutes

1. Call to Order: **Meeting called to order by Chair Verplank at 4:00pm**
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, C. North
ABSENT: None
Also Present: Chief Greg Janik, P Stanislawski
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 Phelps, second by Pullen to approve the agenda as presented. No discussion, motion passes by unanimous voice vote.
6. Approval of Minutes:
 - A. **November 17th, 2025 – Regular Meeting**
Motion by Beckman, second by North, approve the minutes of the 11/17/2025 Regular Meeting as presented. No discussion. Motion passes by unanimously by voice vote.
 - B. **November 17th, 2025 – Closed Session Meeting**
Motion by Phelps, second by Fox, approve the minutes of the 11/17/2025 Closed Session Meeting as presented. No discussion. Motion passes by unanimously by voice vote.
7. Public Comment on Agenda Items Only: (*The Fire Board requests that speakers respect the three-minute time limit for individual comments and the five-minute time limit for an individual speaking on behalf of a group. This is not a question-and-answer session, it is an opportunity to voice your thoughts with the Fire Board.*)
 - A. **None**
8. Special Guest
 - A. **None**
9. Request for Payment:
 - A. **Accounts Payable (Roll Call Vote) -Page 7**
Motion by Phelps, second by Fox, to pay the invoices in the amount of \$249,171.39 no discussion.
YAYS: Phelps, Fox, Aldrich, Beckman, Verplank, Pullen, North
NAYS: None
ABSENT: None
Motion passes: 7:0.
 - B. **Financial Report – Page 12**
 1. **Financial Report presented to the board by Peter Stanislawski**
10. Fire Chief Comments:
 - A. **Incident Reports / EMS Report / Calls to Date / Overlapping Calls - Summary– Page 12**
 1. **Incidents – 1,105 year to date with an increase by 4.2% compared to last year.**



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2. Response times 6:26 – overall average of 6:56.

B. MDOT Pre-Winter Meeting – Attended by 8 Agencies

1. MDOT requested a meeting with 8 Agencies to discuss strategies for winter road incidents.

C. Share Visual of the Rescue Strut Package – October Agenda Item

D. R.I.C.H (Respect, Integrity, Commitment, Honesty) – Presentation by Chief Janik for Allegan County

11. Unfinished Business:

A. 415 Wiley Road – Update

1. Chief Janik discussed the next steps of the bond agreement.

2. Timeline approximately 6 weeks.

3. The City of Douglas offered the Fire Department furniture from the old Douglas City Hall.

B. Life EMS MOU for Services – Motion to Approve/ Deny the MOU and Payment. (Roll Call Vote)

Motion Aldrich, second by Beckman, to send draft to legal with the contingency to move forward after legal approval.

12. New Business:

A. MMRMA Appraisal – Motion to Approve or Deny MMRMA CBIZ Increased Appraisal and Amounts & Premium Increase of \$2,000.00, pro-rated at \$1,700.00 Per CBIZ Insurance Valuation Report Dated April 25, 2025 (Roll Call Vote) – [Page 16](#)

Motion by North, second by Fox, to approve the MMRMA CBIZ Increased Appraisal and Amounts & Premium Increase of \$2,000.00, pro-rated at \$1,700.00 Per CBIZ Insurance Valuation Report Dated April 25, 2025 (Roll Call Vote)

YAYS: North, Fox, Aldrich, Beckman, Verplank, Phelps, Pullen

NAYS: None

ABSENT: None

Motion passes: 7.0

B. Motion to Approve/Deny Splitting the Cost of Creating the Master Deed – Not to Exceed \$18,000.00 – Discussion (Roll Call Vote) – [Page 30](#)

Motion by Beckman, second by Pullen Splitting the Cost of Creating the Master Deed- Not to Exceed \$18,000.00.

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

ABSTAINED: North

NAYS: None

ABSENT: None

Motion passes: 6.0

C. Discussion on the Engineering and Design Cost of the Water Retention Areas Associated with Addition – Need Estimate.

1. Moved to discuss on the January 2026 meeting.

D. Approve 2026 Fire Board Meeting Schedule (Roll Call Vote) – [Page 33](#)

Motion by Pullen, second by Aldrich, to approve the 2026 Fire Board Meeting Schedule with the deletion of Monday, September 7, 2026.

YAYS: Pullen, Aldrich, Beckman, Fox, Verplank, Phelps, North

NAYS: None

Absent: None

Motion Passes: 7.0.

13. Correspondence:

A. None

14. Public Comments: *(The Fire Board requests that speakers respect the three-minute time limit for individual comments and the five-minute time limit for an individual speaking on behalf of a group. This is not a question-and-answer session, it is an opportunity to voice your thoughts with the Fire Board.)*



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- A. Chief Janik discussed the structure fire at the laundry mat. There were no Knox boxes and forcible entry was made into the building. DPD protected the water supply hose that was across the street on Blue Star Highway. There were challenges with turning the power and gas off to the building. Contact was made with Consumers and Michigan Gas to turn off utilities. It was a fast stop on the fire and there were no injuries. The cause of fire is still under investigation.

15. Fire Board Comments:

- A. Aldrich – None
- B. Beckman – None
- C. Fox – None
- D. Verplank – Wanted to thank the first responders for coming to her aid.
- E. Phelps – None
- F. Pullen – Questions regarding the workshop meetings.
- G. North – Merry Christmas and Happy New Year.

16. Adjournment:

- A. Meeting adjourned at 5:05pm.

NOTICE

Requests for accommodation 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.