



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

FIRE DISTRICT “SPECIAL” BOARD MEETING

4:00pm – May 19th, 2025

APPROVED MINUTES

1. Call to Order: Meeting called to order by J. Verplank at 4:00pm

2. Pledge of Allegiance (*Stand if you are able*):

3. Welcome and Introductions:

Chairperson Verplank welcomed everyone to the meeting and introduced the Fire Board.

4. Roll Call:

Saugatuck Township Fire District Fire Administrative Board

PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, T. Pullen, C. North

ABSENT: S. Phelps

Also Present: Chief Greg Janik, D.C. Mantels, W. Bales, P. Stanislawski

Attendance of Councils, not reflected in Roll Call:

City of the Village of Douglas – City Council

PRESENT: C. North, N. Seabert, J. O’Malley, R. Walker, G. Freeman, J. Donovan

ABSENT: M. Balmer

Also Present: Lisa Nocerini – Manager, Laura Kasper - Clerk

City of Saugatuck – City Council

PRESENT: H. Anderson

ABSENT: L. Stanton, G. Muncey, C. Peterson, S. Dean, R. Gardner, J. Clark.

Saugatuck Township – Board of Trustees

PRESENT: S. Aldrich, B. Marcy, J. Helmrich, A. Bigford, C. Osman

ABSENT: None

5. Special Presentation:

A. Fiscal Year 2025-26 Budget Presentation

- 1. Chief Janik and D.C. Mantels covered the PowerPoint presentation explaining the changes in school safety, community risk reduction, #2120 traffic management apparatus, and 415 Wiley Road letter of intent for a proposed southern station.**

General Comments about the budget

- 1. Greg Freeman – Douglas City Council Member – asked if there any downside to moving to 415 Wiley Rd.**
- 2. Erik Beckman – Saugatuck Township Fire Board Member – asked Chief Janik to elaborate on the proposed subsidy from Life EMS. Chief Janik stated the proposed cost would be \$28,000.00 and currently working on the Life EMS with the Support Subsidy Agreement. Erik Beckman asked Chief Janik to explain the breakdown of the fees for**



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rental inspection and short-term rentals are not revenue for the township. Chief Janik stated legally there could not be a charge more than actual cost.

6. The Fire Board will take a 15-minute recess before resuming the Regular Fire Board Meeting.
7. Reminder: It is requested the board silences cell phones and put them away for the duration of the meeting.
8. Approval of Agenda (*additions / deletions*):
Motion by North, 2nd by Fox, to approve the agenda as presented. No discussion. Motion passes by unanimous by voice vote.
9. Approval of Minutes:
 - A. **April 21st, 2025 – Regular – [Page 21](#)**
Motion by Beckman, second by Aldrich, approve of the minutes of the 4/21/2025 regular meeting as presented. No discussion. Motion passes by unanimous by voice vote.
 - B. **May 5th, 2025 – Workshop – [Page 24](#)**
Motion by Beckman, second by Aldrich, approve of the minutes of the 5/5/2025 workshop 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. **Accounts Payables (Roll Call Vote) – [Page 26](#)**
Motion by Beckman, Second by Fox to pay the invoices in the amount of \$231,585.25. No discussion.
YAYS: Beckman, Fox, Aldrich, Verplank, Pullen, North
NAYS: None
Absent: Phelps
Motion passes: 6:0.
 - B. **Financial Report: - [Page 32](#)**
12. Fire Chief Comments:
 - A. **Incident Reports / EMS Report/ Calls to Date / Overlapping Calls.**
 1. **Incidents – 330 year to date**
 2. **Average Response Time Year to Date – 7:31**
13. Unfinished Business:
 - A. **Retainment & Recruitment – Weekend Dinner Grocery Stipend**
Motion by, North second by Pullen to approve \$5,200.00 for Weekend Dinner Grocery Stipend.
YAYS: North, Pullen, Aldrich, Beckman, Fox, Verplank
NAYS: None
ABSENT: Phelps
Motion passes: 6:0.
 - B. **MDOT Attenuator Trailer Lease – Update**
 1. **The MDOT Attenuator Trailer has been delivered by Give Em a Break.**



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2. The steps will be to take the attenuator trailer to Southside May 27, 2025 to have a special hitch made to fit one of the tankers.
 - C. Life EMS Ambulance Support Subsidy Agreement – Discussion
 1. The goal is to draft an agreement with Life EMS for a 5-year contract by utilizing the draft from the township.
 2. Move further discussion to the June 2nd, 2025 Workshop.
 - D. 415 Wiley Road – Letter of Intent – [Page 33](#)
 1. The Letter of Intent has been submitted to the Douglas City Council in the Fire Board packet.
14. New Business:
- A. Public Hearing – Fiscal Year 2025-26 Budget scheduled for June 16th, 2025 at 4:00pm
15. Correspondence:
- A. Douglas Elementary School PTO Thank you Letter and Cookies – [Page 34](#)
16. Public Comments: (*Limit 3 Minutes*)
- A. None
17. Fire Board Comments:
- A. Aldrich – The township adopted the Fiscal Budget for 2025-26.
 - B. Beckman – None
 - C. Fox – None
 - D. Verplank – None
 - E. Phelps - Absent
 - F. Pullen – Agreed with North.
 - G. North – Thank the staff for setting up for the presentation.
18. Adjournment:
- A. Meeting adjourned at 5:00pm.

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.