



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 BOARD MEETING

4:00pm – July 21st, 2025

Approved Minutes

1. Call to Order: **Meeting called to order by Chair Verplank at 4:02pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: E. Beckman, D. Fox, J. Verplank, S. Phelps, T. Pullen
ABSENT: S. Aldrich, C. North
Also Present: Chief Greg Janik, 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 Phelps, second by Beckman to approve the agenda as presented. No discussion, motion passes by unanimous voice vote.
6. Special Guest:
 - A. None
7. Approval of Minutes:
 - A. **June 16th, 2025 – Regular – [Page 2](#)**
Motion by Fox, second by Pullen, approve the minutes of the 6/17/2025 regular meeting as presented.
No discussion. Motion passes by unanimous by voice vote.
8. 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**
9. Request for Payment:
 - A. **Accounts Payable (Roll Call Vote) -[page 5](#)**
Motion by Phelps, second by Pullen, to pay the invoices in the amount of \$209,726.04
no discussion.
YAYS: Phelps, Pullen, Beckman, Fox, Verplank
NAYS: None
ABSENT: Aldrich, North
Motion passes: 5:0.
 - B. **Financial Report – [Page 12](#)**
 1. **Financial Report presented by P. Stanislawski**
10. Fire Chief Comments:
 - A. **Incident Reports / EMS Report / Calls to Date / Overlapping Calls**
 1. **Incidents – 572 year to date**
 - i. **Calls are up 5% compared to last year.**
 2. **Average Response Time year to date – 6:57**
 - B. **Cost Recovery Updates**
 1. **Incident 24-1057 - \$10,120.00 - Received**
 2. **Incident 25-0222 - \$3,168.00 - Received**



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3. Incident 25-253 - \$353.00 – Received
 - C. Vacation Bible School Pictures – Community Church of Douglas – Pictures and Slideshow
 - D. 4th of July Parade Discussion –
 1. Event Action Plan require any outside event to be canceled due to inclement weather.
 2. They refused to cancel the parade or postpone due to inclement weather.
 3. Chief is very thankful to Superintendent of Saugatuck granted permission for the parade participants seeking shelter inside the school until the storm left the area.
11. Unfinished Business:
- A. 415 Wiley Road – Lease / Purchase Agreement – Discussion – [Page 14](#)
 1. There is an offer to rent the building with consideration of Saugatuck Township Fire District purchasing the building until funding has been solidified.
Motion by Fox, second by Beckman to send the letter of Lease / Purchase Agreement to the City of Douglas.
Yay: Fox, Beckman, Verplank, Phelps, Pullen
Nay: None
Absent: Aldrich, North
Motion passed: 5.0
12. New Business:
- A. MMRMA Renewal Discussion – [Page 20](#)
 1. Further discussion at the August 18th, 2025 regular meeting.
 - B. MMRMA Net Asset Distribution \$3,168.00
 - C. ACSO Reserve Duties West Location – Requested
 1. Chief Janik was approached by Sergeant Haas and was asked if it was possible for their officers to park their patrol cars and charge their body cameras at the station.
 2. Sergeant Haas also requested to download the body camera footage at the station. Chief Janik requested Sergeant Haas have his officers download the footage at night.
 - D. Fire Board Officer's Election
Motion by Pullen, seconded by Phelps to reinstate the current Fire Board Officer's. No discussion. Motion passes unanimous by voice vote.
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.)*
15. Fire Board Comments:
- A. Aldrich – Absent
 - B. Beckman – Great job with Cost Recovery.
 - C. Fox – Happy with the Letter of Lease / Purchase Agreement being sent to the City of Douglas.
 - D. Verplank – M. Betts and I worked together on the Job Description Full-time Firefighter / EMS and Administrative Assistant Position.
 - E. Phelps – Question regarding the Duty Officer Trucks.
 - F. Pullen - None
 - G. North – Absent
16. Adjournment:
- A. Meeting adjourned at 5:01pm.



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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.