

**SAUGATUCK TOWNSHIP FIRE DISTRICT
BOARD MEETING
APRIL 26, 2004**

A workshop meeting of the Saugatuck Township Fire District was held on Monday, April 26th, 2004 at the Fire Station. The meeting was called to order at 7:30 p.m.

Present: Marty Raebel, Jerry Bekken, Bill Kaye, and Cliff Asbel.

Absent: Morg Edgcomb.

Also Present: Chief John Blok.

AUDIENCE

None.

CHIEF'S REPORT

1. Personnel Update. Nick DeMond moved to Fennville but is within the two-mile boundary. Patrick Korn has resigned due to working in Chicago five days a week and moving to Fennville. We currently have 23 people on the roster and our goal is 25.
2. Driveway Repair. Road Commission does not wish our repairs to be made with cement. The Road Commission representative (Ron Klingenburg) also stated the Township was not in favor. The representative was very one sided, would not listen to the facts, and had his own agenda.
3. The 4th quarter payroll audit resulted in questions regarding the procedure of each responder or firefighter being required to initialize the run reports, as has always been done in the past. There are times the Duty Officer should initial the report. For instance, this is sometimes required so that a volunteer can more quickly return to his or her other responsibilities. We are doing a policy update stating:
 - a. The Duty Officer is authorized to release individuals from being required to return to the station after an incident.
 - b. The Duty Officer is authorized to initial that individual's run report.

Motion by Kaye/Bekken to approve the policy update as stated. Motion carried unanimously.
4. Break-in investigation was discussed.
5. Fire hydrant adaptors for City of Saugatuck business area were discussed.
6. Fireboat is close to launch time. New additional pumps are being installed. Received a call from Greg at the Cummins office in Grand Rapids, which verified that Cummins President has received our communications regarding engine work expenses on the fireboat.
7. Discussion of budget. Estimated shortfall this year likely to be \$12,250. Our concern is not to impact our reserve fund because we have less equipment to sell this year to cover this shortfall. Board is striving to complete budget with special meeting to be held on Monday, May 3rd to be able to present budget one week in advance to municipalities.

There being no further business, **Motion by Raebel/Bekken to adjourn at 9:06 p.m.** Motion carried unanimously.

Respectfully submitted by Cliff Asbel.