

**SAUGATUCK TOWNSHIP FIRE DISTRICT
BOARD MEETING
DECEMBER 13, 2004**

A regular meeting of the Saugatuck Township Fire District was held on Monday, December 13, 2004 at the Township Hall. The meeting was called to order by Chairman Raebel at 7:30 p.m.

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

Also Present: Chief John Blok, Assistant Chief Scott Phelps.

Absent: None.

MINUTES

Pertaining to the minutes of 11/22/04, Raebel corrected under *Chief's Report, Item F.* from "Schippa will be leaving" to read "Schippa has left". **Motion by Kaye/Bekken to accept as amended.** Carried unanimously.

BILLS & FINANCIAL REVIEW

- A. Discussion and approval of bills. Bekken asked about landing lights purchased from Sams Club. Blok verified they are landing aids for the medical helicopter. **Motion by Asbel/Kaye to approve bills in the amount of \$92,744.57 and payroll in the amount of \$19,136.92.** Motion to pay bills carried unanimously.
- B. Financial Review. Asbel noted we are 5 months into the fiscal year, and board discussed when budget amendments would be appropriate.

CORRESPONDENCE

Kaye informed Board of an email from Todd Szakacs, a Lt. with the Pfizer fire department, expressing an interest in the Chief's position. Kaye added his response was an email informing Szakacs there has been no date set for the Chief to retire his position, but they would advertise when it becomes available.

UNFINISHED BUSINESS

- A. Kaye stated the new Standard Security agreement has been reviewed by the department's attorney and has been determined to be appropriate for signing. He added the revised agreement increases the service fees but otherwise maintains the current incentive program.
- B. Board discussed prospective board members to replace the open At-Large position.

NEW BUSINESS

None.

CHIEF BLOK'S REPORT

- A. Blok discussed with Board proposed computer backup procedures and other computer issues. Board authorized up to \$1000 for use to install appropriate backup safeguards.
- B. Homeland Security will be performing an audit of the grant monies used for air packs. They also did a site inspection where it was noted the station floor plan needs to be changed. Don DeWitt of Homeland Security suggested constructing a wall between the entrance door and fire trucks, limiting public access to the equipment. Blok stated they could construct it with in-house talent for about \$400. Board was in agreement.
- C. Continuing education for First Responders will be starting in January and run through June. All 16 members will be attending training for maintaining their individual licenses.

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- D. The radio tower that replaced the previous lightning damaged tower will be covered by insurance and reimbursement is forthcoming.
- E. County 911 radio system is getting closer to completion. Pagers will be going online and will eliminate one monthly phone bill. 5 vehicle radios will not take the upgrade spread and need to be replaced at a cost of \$1,800. 911 funds will re-program the other 9 existing vehicle radios. 5 portable radios need to be replaced at a cost of \$1,750. **Motion by Kaye/Bekken to approve the purchase of 5 vehicle and 5 portable radios at a cost of \$3,550.** Motion carried unanimously.
- F. Blok informed Board that 3 people from within the department have expressed an interest in the Fire Inspector position. Board agreed the position needs to be advertised in the Holland Sentinel Sunday Edition and Allegan County Gazette. Blok will prepare ad.

AUDIENCE

None.

There being no further business, **motion by Bekken/Kaye to adjourn at 8:32 p.m.** Carried unanimously.

Jane Wright, rec. sec.