

**SAUGATUCK TOWNSHIP FIRE BOARD
REGULAR MEETING**

**MONDAY, MARCH 12, 2007, 7:30 p.m.
SAUGATUCK TOWNSHIP HALL
3461 BLUE STAR HWY, SAUGATUCK, MICHIGAN 49453**

MINUTES

Chairman Kaye called the meeting to order at 7:30 p.m.

Members present: Chairman and Saugatuck City Representative Bill Kaye, Douglas City Representative Jerry Bekken, Saugatuck Township Representative Reggie Smith, At-large Member Cliff Asbel, At-Large Member Lance Winchester, and Chief John Blok.

Absent: None.

Public comment began at 7:30 p.m. STFD Auditor Dan Veldhuizen, of the firm Siegfried Crandall, reviewed the annual audit noting key concepts for the Board. Kaye referred to the statement that a Management Discussion and Analysis was not presented in the audit. Veldhuizen stated the MD&A is a new requirement that is a narrative explanation of the numbers within the audit and the Board may choose not to include. He added if someone is interested in writing a MD&A in the future the firm can assist the individual with pro-forma language. Kaye offered to include one next year. Veldhuizen then referred to the budgetary comparison, noting fund balance increased \$26,000 and is now 91% of the annual budget. He stated the balance is helpful for future equipment purchases. Continuing through the audit he noted a budget variance in capital outlay and suggested adopting budget amendments before fiscal year end. Additional information was offered by Veldhuizen including new rules for forthcoming audits. Board thanked him for coming and explaining the audit in detail.

Receiving no other public comment, the audience portion of the meeting ended at 7:57 p.m.

Approval of Minutes: **Moved by Bekken, seconded by Smith to approve the minutes of February 12, 2007, Fire Board regular meeting.** Under *Deputy Chief's report, Item A.* Kaye asked to change "volunteers" to "firefighters" for clarification purposes. Motion to approve as amended carried unanimously. **Moved by Winchester, seconded by Bekken to approve the minutes of February 26, 2007, Fire Board workshop meeting.** Motion to approve as presented carried unanimously

Financial & Run Information Review:

- A. Discussion and approval of Bills. Kaye presented bills in the amount of \$8,360.26. **Moved by Winchester, seconded by Asbel to approve paying the bills as presented.** Asbel asked about the bill to Holland City for Fire Chief School and Blok verified the school is upcoming and both he and Deputy Janik will be attending. Motion to pay bills carried unanimously. Kaye presented payroll in the amount of \$7,332.32. **Moved by Asbel, seconded by Bekken to approve the payroll as presented.** Carried unanimously.
- B. Review of Financial Statements. Referring to the deposit detail, Kaye asked about the revenue received from Erickson's use of light tower. Blok verified they used it on a highway accident

involving one of their trailers. Kaye noted accounts are well in line and requested transferring an additional \$100,000 to the class pool.

Correspondence: None.

Unfinished Business: None.

New Business: None.

Chief Blok's Report:

- A. Monthly Run Information. Blok stated the run information now being submitted on a monthly basis will be helpful for timely assessments. He noted the increase in average response time was due to the extreme inclement weather as well as the increase in calls for February.
- B. The Fireman's CD matured and is now rolled into the Donation Pool.
- C. Have made arrangements to pay Wayland Fire Department for the use of the smokehouse during the Fall open house.
- D. Recent news articles relate some departments are advocating red lights and sirens for volunteer's personal vehicles. Board discussed STFD current policy that states only officers are allowed to run red lights. Additional discussion ensued and Kaye voiced a desire to have the Board part of any decision in changing current policy.
- E. Blok stated there is a new dive pack available that goes over street clothes and might be of interest to the department. He displayed a pack, noting they would be best utilized for rescue purposes and not recovery. Each pack is \$1,200 and we would need 2 if the Board approves of the purchase. He added they should have 4 and suggested the Board purchase 1, the donation pool purchase the other, and then get another set next fiscal year. Blok suggested having a set on the rescue truck and another set on the fire boat during the summer. Kaye asked for input from department members that are certified divers and if a demo unit might be available. Board agreed to table the decision for consideration to purchase in the future.

There being no further business it was **Moved by Bekken, seconded by Asbel to adjourn at 8:35 p.m.**
Carried unanimously.

Jane Wright, CMC, Township Clerk

Date

Bill Kaye, Chairman

Date