

**SAUGATUCK TOWNSHIP FIRE BOARD
REGULAR MEETING**

**MONDAY, OCTOBER 8, 2007, 7:30 p.m.
SAUGATUCK TOWNSHIP HALL
3461 BLUE STAR HWY, SAUGATUCK, MICHIGAN 49453**

MINUTES

Chairman Bill 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, At-large Member Cliff Asbel, At-Large Member Lance Winchester, Chief John Blok, and Deputy Chief Greg Janik.

Absent: Saugatuck Township Representative (newly appointed) Eric Beckman.

Kaye offered public comment. Wright informed the Board of the Township's action to appoint a new member replacing the resigned representative Reggie Smith at their previous meeting. She noted he was not able to attend this meeting due to a prior engagement, but will be attending the workshop meeting on the 22nd. Wright addressed the action taken during the previous meeting regarding the sign and discussion took place with the Chief noting a ZBA hearing for the sign is scheduled for Thursday the 18th of October. Receiving no further public comment, that portion of the meeting was closed at 7:55 p.m.

Approval of Minutes: **Moved by Asbel, seconded by Winchester to approve the minutes of September 10, 2007, Fire Board regular meeting.** Motion to approve as presented carried unanimously. **Moved by Bekken, seconded by Winchester to approve the minutes of September 24, 2007, Fire Board workshop meeting.** Motion to approve as presented carried unanimously.

Bills and Financial Review:

- A. Discussion and Approval of Bills. Kaye presented bills in the amount of \$12,009.20. **Moved by Winchester, seconded by Asbel to approve paying the bills as presented.** Wright stated she received a progress billing from the auditors and asked for approval to pay it in October. Board agreed. Motion to pay bills carried unanimously. Kaye presented payroll in the amount of \$12,245.88. **Moved by Asbel, seconded by Bekken to approve the payroll as presented.** Asbel verified the administrative salary is being reported accurately. Motion to approve the payroll carried unanimously.
- B. Review of Financial Statements. Kaye commented on gas & oil expense being a touch above budget at 28.9% and vehicle & equipment repair high at 38.1% due to the recent tire purchase. Kaye asked what the contingency expense for \$500 was for, Blok noted it was a donation to a local police officer who had a home fire and the money was to be taken from the volunteer fund cash. Board requested Wright make a note of that fact for the auditors.
- C. Quarterly Review of Operating Supplies. Board had no corrections.

Correspondence: None.

Unfinished Business: None.

New Business:

- A. MERS Benefit Program "E". Wright explained if the Board desires to allocate a 2% cost of living increase to the Chief for his retirement benefits they are required to adopt the benefit resolution. Board discussion took place and there was a **Motion by Asbel, seconded by Kaye to adopt the benefit program "E" from MERS as presented.** Winchester verified it was the intent of the board the previous year when the cost of living increase was first adopted, to re-adopt it in subsequent years. Motion carried unanimously.

Chief Blok's Report:

- A. Blok presented a news article about the City of Iron Mountain and MIOSHA issued fines linked to their fire fighting operations. Board discussion took place regarding the importance of addressing and correcting any operational deficiencies.
- B. Monthly run report reflects the highest payroll ever at \$27,292 for the july/aug/sept period. Blok broke out the quarterly calls and associated costs. Discussion took place regarding the 2007 vs. 2006 calls.
- C. Fire Prevention Open House. Blok reported approximately 700 adults and 300 kids attended and were served, adding everyone had a great time and the crew did a wonderful job. \$1,165 was received in donations with expenses totaling \$2,367. Board acknowledged this is a community benefit and worth the expense. Blok complimented Spectators Restaurant for ordering and delivering much of the food as well as Denny Allen from the Waypoint for the donated fish and Tom Harrington who cooked the chicken. Board agreed the Aero-Med helicopter was the highlight of the event.
- D. Blok proposed to eliminate the winter party due to the behind the scenes work and instead proposed a simple pot-luck for current members only.
- E. ZBA hearing for the sign is set for October 18, 2007 at 4:00 p.m. and Blok asked if a couple of Board members would be present.
- F. Garage door section was damaged and Blok asked if the Board wanted to file an insurance claim for \$450 with a \$250 deductible. Board agreed to make the claim.

There being no further business it was **Moved by Bekken, seconded by Winchester to adjourn at 8:23 p.m.** Carried unanimously.

Jane Wright, CMC, Township Clerk

Date

Bill Kaye, Chairman

Date