

**SAUGATUCK TOWNSHIP FIRE BOARD
REGULAR MEETING**

**MONDAY, APRIL 14, 2008, 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, Saugatuck Township Representative Eric Beckman, At-large Member Cliff Asbel, and At-Large Member Lance Winchester.

Also present: Chief John Blok and Deputy Chief Greg Janik.

Absent: None.

Kaye offered public comment. Receiving none, that portion of the meeting was closed at 7:30 p.m.

Approval of Minutes: **Moved by Bekken, seconded by Asbel to approve the minutes of March 10, 2008, Fire Board regular meeting.** Motion to approve as presented carried unanimously. **Moved by Asbel, seconded by Beckman to approve the minutes of March 24, 2008, Fire Board workshop meeting.** Motion to approve as presented carried unanimously.

Bills and Financial Review:

- A. Discussion and Approval of Bills & Payroll. Kaye presented bills in the amount of \$25,686.95. **Motion by Bekken, seconded by Beckman to approve paying the bills as presented.** Asbel asked if the siren controller should be classified under capital equipment as opposed to repair. Blok verified it was a repair. Kaye asked if the cost of air pack testing was indeed quarterly as the bill indicated. Blok verified the testing is done quarterly, but is invoiced only once a year. Motion to approved bills as presented carried unanimously. Kaye presented payroll in the amount of \$12,245.88. **Motion by Beckman, seconded by Asbel to approve the payroll as presented.** Carried unanimously.
- B. Review of Financial Statements. Kaye stated the statements reflect 75% of the fiscal year and expenses are in line with budget with the exception of #740 air pack inspections. Blok stated the full expenditure has been incurred and is required by MIOSHA. He added the budget for next year will be increased appropriately. Board agreed to address budget amendments during the June regular meeting. Kaye then referred to the cash balance and requested to maintain between \$60,000 and \$80,000 in the checking account with the balance of cash to remain in the class pool account.

Correspondence:

- A. Beckman presented a letter from Saugatuck Township Manager, Phil Quade, which stated the M-89 overpass is scheduled for maintenance by MDOT this summer. Quade reported MDOT initially desired to close the overpass entirely and detour Lakeshore Drive traffic south to 118th Ave. Quade contacted MDOT and cancelled the detour due to unacceptable fire and medical response times that would result. Instead, MDOT will install a traffic light and close one lane of the overpass at a time.

Unfinished Business:

- A. Bekken asked why a hydrant at Center Street and Lakeshore Drive is identified as “out of service”. Blok stated he was unaware of the situation and will check it out. Janik stated there are many reasons why a hydrant may be out of service and it is K.L.S.W.A.’s responsibility for maintenance.

New Business:

- A. 2008/2009 Proposed Budget Review. Kaye verified the timeline and the committee of Bekken and Winchester was approved to review and submit a proposed budget.
- B. “At-Large” Appointments Expiring. Board noted Asbel & Winchester have expiring terms of 6/30/08. Asbel stated he is trying to sell his house and would need to be replaced when he moves. Kaye noted it takes time to find replacements. Winchester stated he is willing and able to accept a re-appointment for a new 6 year term. Asbel will think about his situation.

Chief Blok’s Report:

- A. Blok presented the monthly run report showing 116 year to date responses, 135 same time last year. Kaye noted the response times increased slightly. Bekken noted bad roads could be a reason.
- B. Current expenditures for uniforms and turn out gear. Blok stated there is interest from the department members for new dress blues and asked if he should look at buying now or waiting for the new fiscal year. Kaye stated it is better to buy now if he has unspent budget dollars.
- C. Blok stated air tanks have a 15 year life span and he would like to purchase 8 new tanks at \$651 each. Also, another expenditure should be to seal the parking lot and he will get estimates.
- D. Grant through The Allegan Community Foundation was received for a new lap top computer for fire inspections. Janik stated it will be a time saver and improve inspection reports.
- E. Have looked into the emission upgrade to the station and it is very costly at around \$90,000. Blok stated this emission venting would be a requirement for a new station, but is not a MIOSHA required retro-fit as some small stations simply could not afford it.
- F. Blok presented an opportunity to purchase a boat worth \$5,000 - \$10,000 for \$2,500. Discussion took place but no decision to purchase was approved. Kaye asked when the fire boat would be launched. Blok stated he would like to paint the hull before launching.
- G. Board had a discussion about sprinkler installation at a site that Janik had inspected. Blok noted the situation has been corrected.
- H. Kaye asked about the City of Fennville and the purchase of our old Squirt truck. Blok stated their Fire Board is going through the motions to appease Clyde Township. The City of Fennville and Manlius Township are supportive of the purchase. The truck has been returned but Blok stated their differences will be worked out and will come back to purchase in about 3 weeks.
- I. New First Responder Unit purchased through the State purchase program with money from the Donation Fund will be put in service shortly, then the old #1121 will be advertised for sale.

There being no further business it was **Moved by Bekken, seconded by Kaye to adjourn at 8:30 p.m.**
Carried unanimously.

Jane Wright, CMC, Township Clerk

Date

Bill Kaye, Chairman

Date