

**SAUGATUCK TOWNSHIP FIRE BOARD
REGULAR MEETING**

**MONDAY, APRIL 13, 2009, 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: Saugatuck City Representative Bill Kaye, Douglas City Representative Jerry Bekken, Saugatuck Township Representative Eric Beckman, At-Large Member Lance Winchester, and At-Large Member Scott Phelps.

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 Winchester to approve the minutes of March 9, 2009, Fire Board regular meeting.** Motion to approve the minutes as presented carried unanimously. **Motion by Winchester, seconded by Bekken to approve the minutes of March 23, 2009 Fire Board workshop meeting as presented.** Carried unanimously.

Bills and Financial Review:

- A. Discussion and Approval of Bills & Payroll. Kaye presented bills in the amount of \$21,839.00. **Motion by Phelps, seconded by Beckman to approve paying the bills as presented.** Winchester asked about the 3 outboard motors and boat trailer from the State of Michigan. Blok stated they bought the motors, a boat, and a trailer for a total of \$425. Motion to pay bills carried unanimously. Kaye presented payroll in the amount of \$8,287.96. **Motion by Beckman, seconded by Bekken to approve the payroll as presented.** Motion to approve payroll carried unanimously.
- B. Review of Financial Statements. Kaye reviewed the budget vs. actual statement and noted they are 75% through the year with operating expenses running 64.4%. He recommended Blok to anticipate needs and purchase within the current year budget. Beckman asked about phone costs and Blok stated they might compare prices and consider switching from Nextel if some savings could be found. Kaye verified the remaining tax revenue to be collected would come from the County in the form of delinquent property taxes sometime in May. Kaye stated the cash balance is spread well between checking and the class pool.

Correspondence: None.

Unfinished Business:

- A. Kaye asked if the \$3,300 for 5 carbon fiber air tanks, as identified in the workshop minutes, were included in the proposed budget. Wright stated the Capital Equipment account total of \$171,050 includes \$2,100 for air tanks. Blok checked the price of the tanks and verified they are \$653 each.

Kaye asked if Reed's Tire has come down to remove and inspect 16 tires, as identified in the workshop minutes, yet. Blok stated he needs to schedule that yet. Kaye then verified the warranty work on #1220 has been taken care of.

New Business:

- A. 2009/2010 Proposed Budget. Winchester presented 3 proposals transferring to Fund Balance \$20,000, \$40,000, and \$60,000 with different reduced property tax millages to support each. Kaye asked about the health insurance cost showing a 17% increase in expense. Board discussion took place and Wright stated they should have a final figure for health insurance by next month. Additional discussion took place regarding several line items. Kaye stated he is leaning toward the 2nd scenario that transfers \$40,000 to capital set aside (Fund Balance) because although there are no big expenditures planned for, thanks to the FEMA grant, he is still taking a long view of the department's needs and does not want to cut it short. He added the 2nd scenario is based on a 1.1000 millage which represents a 10% reduction in property tax revenue and should be well received by the community. Board agreed and there was a **motion by Kaye, seconded by Beckman to submit a budget using a real property tax millage rate of 1.1000 mills, increasing the workman's comp line item expense to \$12,000, reduce building inspections to \$1,000 and transfer to fund balance to \$37,500.** Motion carried unanimously. Kaye stated the reduction in millage is possible due to the outstanding job the Chief and Staff have done in keeping expenses down, getting the FEMA grant which saves the taxpayers money, and reflects sensitivity to the current economic conditions.

Chief Blok's Report:

- A. Monthly run report. Blok presented the March run report and explained the shifts. Kaye noted AMR has improved response times. Discussion took place regarding the different conditions AMR may be presented with, and Blok stated the departments will continue to watch response times.
- B. Blok stated they have taken the unit that will be replaced with the Spencer truck and chassis down to South Haven and put it on the hoist to estimate the cost to transfer the box. Some re-fabrications will be done at a cost of \$13,390. Discussion took pace regarding the new unit which will take approximately 3 weeks to transfer the box and equipment once it is ready for delivery.
- C. Through the state government purchase program the department was able to purchase 3 outboard motors, an aluminum flat bottom boat & trailer. Now they would like to purchase a metal band saw for \$150, 2 drill presses at \$60 and \$45 each, and a 10" table saw for \$200. Board agreed to the purchases.
- D. Blok presented a 10 year lease for oxygen cylinders with Lake Welding. He stated the cylinders are used for the tank re-fill system at a cost of \$426. Board agreed to the lease renewal.

There being no further business it was **Moved by Bekken, seconded by Kaye to adjourn at 8:20 p.m.** Carried unanimously.

Jane Wright, CMC, Township Clerk

Date

Bill Kaye, Chairman

Date