

**SAUGATUCK TOWNSHIP FIRE BOARD  
PUBLIC HEARING & REGULAR MEETING**

**MONDAY, JUNE 8, 2009, 7:30 p.m.  
SAUGATUCK TOWNSHIP HALL  
3461 BLUE STAR HWY, SAUGATUCK, MICHIGAN 49453**

**MINUTES**

Vice-Chairman Gerald Bekken called the meeting to order at 7:30 p.m.

**Members present:** Douglas City Representative Gerald 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:** Saugatuck City Representative Bill Kaye.

Bekken opened the public hearing and read the published notice of hearing. He then asked for public comment in regard to the proposed 2009/2010 budget. Hearing none, he closed the public hearing and opened the regular meeting. Bekken then offered to receive public comment. Receiving none, that portion of the meeting was closed at 7:32 p.m.

Approval of Minutes: **Motion by Beckman, seconded by Bekken to approve the minutes of May 11, 2009, Fire Board regular meeting as presented.** Motion carried unanimously. **Motion by Phelps, seconded by Winchester to approve the minutes of May 26, 2009 Fire Board workshop meeting as presented.** Carried unanimously.

**Bills and Financial Review:**

- A. Discussion and Approval of Bills & Payroll. Bekken presented bills in the amount of \$12,770.57. **Motion by Beckman, seconded by Phelps to approve paying the bills as presented.** Motion to pay bills carried unanimously. Bekken presented payroll in the amount of \$15,766.50. **Motion by Beckman, seconded by Phelps to approve the payroll as presented.** Motion to approve payroll carried unanimously.
- B. Review of Financial Statements. Bekken reviewed the financial statements and there were no questions.
- C. Adopt Budget Amendments. Wright presented to the board line item budget amendments that would recognize unbudgeted revenues and cover over budget expenditures. **Motion by Beckman seconded by Phelps to adopt the 2008/2009 budget amendments as proposed.** Motion carried unanimously.

**Correspondence:**

- A. MSU Documentary DVD. Blok explained the wildfire documentary covered the Graafschap beach fire that Chairman Kaye photographed. Beckman suggested viewing the DVD at the next meeting.

**Unfinished Business:**

- A. Winchester suggested an asset inventory be performed and provided to the board. Blok verified an annual inventory is done for insurance purposes. Discussion took place and Blok stated they will perform an inventory, supply the list, and decide how often and in what detail the list will be updated.

**New Business:**

- A. Adopt 2009/2010 Budget. **Motion by Winchester, seconded by Beckman to adopt the 2009/2010 budget as presented.** Board verified all three municipalities have approved the budget. Motion carried unanimously.
- B. Siegfried Crandall Audit Proposal. Bekken presented a proposal to perform the annual audit by the same firm, Siegfried Crandall, for a cost not to exceed \$2,300. Board noted the proposal is for \$100 more than last year. **Motion by Phelps, seconded by Beckman to accept Siegfried Crandall's proposal to perform the STFD annual audit for \$2,300.** Motion carried unanimously.

**Chief Blok's Report:**

- A. Monthly run report. Blok presented the May run report and noted 213 YTD runs compared to 177 same time last year. He noted response times are remaining consistent.
- B. Film Festival. Blok stated they have met with organizers and have the assurance that Holland Street will be accessible for the department. He added Janik has also inspected the various venues to ensure safety.
- C. City of Saugatuck is working on an ordinance controlling seasonal rentals and compliance to fire code. Janik attended a meeting tonight to inform property owners of the current requirements.
- D. Spencer is coming along nicely with the heavy rescue truck. Delivery date is still targeted for July 1. They will do the lettering and striping.

There being no further business it was **Moved by Winchester, seconded by Phelps to adjourn at 8:25 p.m.** Carried unanimously.

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Jane Wright, CMC, Township Clerk

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Date

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Gerald Bekken, Vice-Chairman

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Date