

**SAUGATUCK TOWNSHIP FIRE BOARD
REGULAR MEETING**

**MONDAY, SEPTEMBER 14, 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 Gerald Bekken, Saugatuck Township Representative Eric Beckman, At-Large Member Lance Winchester, and At-Large Member Scott Phelps.

Also present: Chief John Blok.

Absent: None.

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

Approval of Minutes: **Motion by Phelps, seconded by Beckman to approve the minutes of August 10, 2009, Fire Board regular meeting as presented.** Motion carried unanimously. **Motion by Bekken, seconded by Winchester to approve the minutes of August 24, 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 \$13,449.74. **Motion by Beckman, seconded by Winchester to approve paying the bills as presented.** Motion to pay bills carried unanimously. Kaye presented payroll in the amount of \$12,779.08. **Motion by Bekken, seconded by Winchester to approve the payroll as presented.** Motion to approve payroll carried unanimously.
- B. Review of Financial Statements. Kaye noted we are 2 months into the new fiscal year and 17% expended. Beckman asked why #770 Misc Office Exp is 76% expended. Wright submitted a detail printout which showed 3 large purchases for printer ink and copier toner. Board acknowledged the expense is incurred in chunks and not likely to increase for awhile.

Correspondence:

None.

Unfinished Business:

- A. Kaye asked if there has been any progress in getting the old Broward building torn down. Blok stated he talked with Township Building Inspector/Zoning Administrator Al Ellingsen who has been in contact with the owner and was told they are waiting for a DEQ permit allowing the demolition and then Ellingsen will issue a township demo permit. Blok stated he was told they should receive

the permits in the next week or two. Kaye asked if they could secure the building in the mean time, as his concern is if someone goes in the building and gets hurt. Board discussion took place and they agreed to wait another month for the DEQ action with hopes the demo gets done quickly and eliminates the potential for problems.

New Business:

None.

Chief Blok's Report:

- A. Blok stated fire prevention week is coming up and the elementary school will be involved in the open house with 7 teachers helping in different events. He added the open house is set for October 4th starting at noon with food being served at 1:00 p.m. There will not be any fish, but would propose a pig roast with Gary Diepenhorst offering to do the pig at a cost of about \$400. Tom Harrington is set to cook the chicken like before. Board agreed to the expenditure.
- B. 1st Responder class can be set up in-house with Mary Fry instructing at a cost of \$500/pupil. 7 individuals are committed to attending the class. 2 new people want to join the class, but asked if they could be just 1st Responders and not Firefighters. Kaye asked if they would be committed to the department. Blok assured they would as they are wives of current Firefighters and are already active in many departmental functions. Discussion took place and Board agreed flexibility is necessary.
- C. Currently in the process of submitting the paperwork for the 1st Responder class but we are being told for future classes and FEMA grants the building has to be handicap accessible. Blok stated we might be able to meet the requirement by holding classes on the ground level in a truck bay for the Firefighter 1 & 2 classes. Discussion took place and it was agreed to look into alternative locations or methods to meet the requirement.
- D. Have the new logo that will be stitched on the full time employee shirts. The logo still reflects the name of Saugatuck Township Fire District, but includes the cities names of Saugatuck & Douglas at the bottom. Blok will get them in the next week through the local business Sisters in Ink.
- E. Blok submitted a published article regarding recruiting and retaining volunteer firefighters and noted we are not alone as most township departments experience the same difficulties.
- F. Year to date runs are 396, same time last year is 386. Kaye noted the weekend calls exceeded the total of day and night calls together.

There being no further business it was **Moved by Bekken, seconded by Winchester to adjourn at 8:10 p.m.** Carried unanimously.

Jane Wright, CMC, Township Clerk

Date

Bill Kaye, Chairman

Date