

**SAUGATUCK TOWNSHIP FIRE BOARD  
REGULAR MEETING**

**MONDAY, FEBRUARY 8, 2010, 9:00 a.m.  
SAUGATUCK TOWNSHIP HALL  
3461 BLUE STAR HWY, SAUGATUCK, MICHIGAN 49453**

**MINUTES**

Chairman Bill Kaye called the meeting to order at 9:00 a.m.

**Members present:** Saugatuck City Representative Bill Kaye, Douglas City Representative Gerald Bekken, At-Large Member Lance Winchester, and At-Large Member Scott Phelps.

**Also present:** Chief John Blok.

**Absent:** Saugatuck Township Representative Eric Beckman.

Approval of Minutes: **Motion by Bekken, seconded by Phelps to approve the minutes of January 11, 2010, Fire Board regular meeting as presented.** Motion carried unanimously. **Motion by Bekken, seconded by Phelps to approve the minutes of January 25, 2010 Fire Board workshop meeting as presented.** Motion carried unanimously.

**Bills and Financial Review:**

- A. Discussion and Approval of Bills & Payroll. Kaye presented bills in the amount of \$20,219.79. **Motion by Phelps, seconded by Bekken to approve paying the bills as presented.** Bekken asked about Keag's charges and Blok verified the upstairs furnace went out and he billed the A/C work that was performed last summer at the same time. Kaye noted a large part of the total amount for approval was due to the annual plan contribution. Motion to pay bills carried unanimously. Kaye presented payroll in the amount of \$33,160.85. **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 58% through the fiscal year. He asked about #785 Education and wondered why it was over budget. Blok noted the First Responder class currently going on costs \$4,500 and Wright verified \$3,000 was posted in July that should have been accrued to the prior year. Board agreed to approve a budget amendment before year end.
- C. Review of Annual Audit. Board asked to have CPA Dan Veldhuizen present at the March meeting to go through the audit in detail. Wright will arrange.

**Correspondence:** None.

**Unfinished Business:**

- A. Snowmobile Purchase. Kaye noted the board approved the purchase of 2 snowmobiles through the state surplus program. He added they have received on "permanent" loan from the Allegan County Sheriff Department a snowmobile trailer and rescue sled. This puts the total investment just over \$1,000. Kaye stated with this package the department is now fully prepared to address winter emergencies at the newly acquired Saugatuck Natural Dunes Area north of Oval Beach. Phelps noted the machines could also be helpful during big snowstorms.

- B. Kaye stated during the last meeting the board had a question on #770 Office Supplies, and Office Administrator Lori Nash was going to look into the expenses. Wright stated she did and presented the board with a detailed printout of the account. Nash had stated the expenses were correct and attributed the additional printer ink to new reports required by the state, as well as color photos for inspections.

**New Business:**

- A. Kaye stated the board was polled on the purchase of a used pickup truck. He added they found a 2001 F150 for \$6,700 to replace the 1983 Ford pickup. **Motion by Kaye, seconded by Bekken to approve the purchase of a 2001 F150 for \$6,700.** Bekken noted the original price was \$7,000 and the truck was already red. Motion carried unanimously.

**Chief Blok's Report:**

- A. Blok stated Joe Fucile is attending the Fire Inspector classes being held in Graafschap. He has 16 hours in so far and has reported it is a good class.
- B. The First Responder class that is being held at the fire barn is going well. Have 9 from our department and 5 from Ganges in attendance. Classes are held Tuesdays and Thursdays with some Saturdays thrown in, for a total of 150 hours. Blok added that currently certified responders can sit in on some of the classes for credits toward their continuing education.
- C. Calls have been fairly quiet so far with 36 in January compared to 46 same time last year.

There being no further business it was **Moved by Bekken, seconded by Phelps to adjourn at 9:26 a.m.** Carried unanimously.

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Jane Wright, CMC, Township Clerk

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Date

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Bill Kaye, Chairman

\_\_\_\_\_  
Date