

**SAUGATUCK TOWNSHIP FIRE BOARD  
REGULAR MEETING**

**MONDAY, JANUARY 10, 2011, 6:30 p.m.  
SAUGATUCK TOWNSHIP HALL  
3461 BLUE STAR HWY, SAUGATUCK, MICHIGAN 49453**

**MINUTES**

Chairman Bill Kaye called the meeting to order at 6:30 p.m.

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

**Also present:** Chief John Blok.

**Absent:** At-Large Member Lance Winchester.

**Audience:** None.

Approval of Minutes: **Motion by Phelps, seconded by Beckman to approve the minutes of December 13, 2010, Fire Board regular meeting as presented.** Motion carried unanimously. **Motion by Bekken, seconded by Beckman to approve the minutes of December 27, 2010, Fire Board workshop meeting as presented.** Motion to approve the minutes carried unanimously.

**Bills and Financial Review:**

- A. Discussion and Approval of Bills & Payroll. Kaye presented bills in the amount of \$12,805.98. **Motion by Beckman seconded by Bekken to approve paying the bills as presented.** Kaye suggested eliminating employee names from the dental benefit checks. Motion carried unanimously. Kaye presented payroll in the amount of \$16,293.25. **Motion by Phelps, seconded by Bekken to approve the payroll as presented.** Motion carried unanimously.
- B. Review of Financial Statements. Kaye noted tax revenue is starting to come in. Board discussed investment opportunities while maintaining FDIC insurance coverage on balances. Wright will inquire and report back.
- C. Quarterly Review of Operating Supplies. Board suggested no reclassifications.

**Correspondence:** None.

**Unfinished Business:** Kaye asked for verification of the Fire Department's unemployment account and status should a claim be approved. Wright stated the account was set up as a "reimbursing" employer and no payments have ever been made, therefore should a claimant be approved by MESC they would require the department to reimburse them for all unemployment benefits paid.

**New Business:** None.

**Chief Blok's Report:**

- A. Blok asked to send a check to Wayland Fire Department to pay for the use of their smokehouse during the fall open house.

- B. Year End 2010 Reports. Blok presented the calls attended by each member. Kaye stated due to his being in attendance he commended Kyle Meyer for the 170 calls he responded to. Blok indicated a desire to have members currently not responding, to become more active with calls. He then presented the calls by municipality, and board discussed the type of calls, response times, mutual aid, and compared prior year numbers.
- C. Greg Janik has completed the move downstairs and his office is up and running. The doors now have windows and they are working out well.
- D. The office will be purchasing 3 new phones with intercoms so employees can communicate with each other.
- E. Brett VanOss is back on the department again. He has taken additional responsibilities at Kalamazoo Lake Sewer and Water Authority but Blok was able to stress the community service angle to the new director who will allow Brett's daytime responses.
- F. Blok will have a job posting ready for the next meeting so the board can approve. Wayne Mokma is working out great with maintenance reports now being turned in. Blok indicated the position is for filling daytime responses with a residency requirement of within 1mile outside of the service area.

**Audience:** None.

There being no further business it was **Moved by Bekken, seconded by Kaye to adjourn at 7:13 p.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