

**SAUGATUCK TOWNSHIP FIRE BOARD
REGULAR MEETING**

**MONDAY, APRIL 11, 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, At-Large Member Lance Winchester, and At-Large Member Scott Phelps.

Also present: Chief John Blok.

Absent: None.

Audience: None.

Approval of Minutes: **Motion by Phelps, seconded by Beckman to approve the minutes of March 14, 2011, Fire Board regular meeting.** Kaye requested a correction to the year to date calls. Motion to approve the minutes as amended carried unanimously. **Motion by Bekken, seconded by Phelps to approve the minutes of March 28, 2011, Fire Board special meeting.** Motion to approve the minutes as presented carried unanimously.

Bills and Financial Review:

- A. Discussion and Approval of Bills & Payroll. Kaye presented bills in the amount of \$11,107.80 **Motion by Phelps seconded by Beckman to approve paying the bills as presented.** Kaye requested to reclassify Moore Medical from capital equipment to medical supply. Motion to approve paying the bills as presented carried unanimously. Kaye presented payroll in the amount of \$11,644.33. **Motion by Beckman, seconded by Winchester to approve the payroll as presented.** Motion carried unanimously.
- B. Review of Financial Statements. Kaye noted we are three-quarters of the way through the fiscal year and some budget line items are low. Blok verified they will be reviewing inventory and purchasing supplies soon. Blok also reported new recruits were able to be fit with existing turn-out gear but added OSHA has a 10 year life on the gear and some are due to expire soon.

Correspondence: None.

Unfinished Business:

- A. Vacation Pay Policy – Beckman stated the Board should adopt a policy to ensure vacation is used. Kaye noted there are a variety of ways to deal with the issue and suggested Beckman study different options and submit a recommendation.
- B. Fire Boat and Water Levels – Kaye asked if a spring pole could be installed to allow the fire boat be moored further in the river due to shallow water. Blok reported KLSWA's main water line goes right through the boat slip and would be dangerous to drive anything in the area.

New Business: None.

Chief Blok's Report:

- A. Blok reported the water bill reflects a charge for the 2" meter and should have been billed at the higher rate all along. He stated the 2" main is used for filling trucks but they could be filled from a hydrant at no charge. Board questioned the reasonableness of a policy that charges a fire department for water when they fill from the fire barn, but there is no charge from hydrants.
- B. 9 applications have been received for the full time position. Blok submitted procedures for inspections from the International Code Council. Kaye presented a sequence of events for hiring a replacement for the FF/MFR/Inspector.
- C. March Summary of Calls. YTD = 137, same time last year = 108.

Audience: Hearing no questions from the audience, Phelps asked when the fire boat would be launched. Blok will schedule some maintenance and the launch date will be dependent on Tower Marine's schedule. Blok added the part time maintenance work is running out and they are using just a little of time from Tim Hurtman. Discussion took place about re-sealing the parking lot.

There being no further business it was **Moved by Bekken, seconded by Winchester to adjourn at 7:10 p.m.** Carried unanimously.

Jane Wright, CMC, Township Clerk

Date

Bill Kaye, Chairman

Date