

**SAUGATUCK TOWNSHIP FIRE BOARD
MEETING**

**Monday October 24, 2011, 6:30 p.m.
SAUGATUCK TOWNSHIP FIRE STATION
3342 BLUE STAR HWY, SAUGATUCK, MI 49453
MINUTES**

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

Members present: Chairman and Saugatuck City Representative Bill Kaye, Douglas City Representative Jerry Bekken, Saugatuck Township Representative Eric Beckman, At-large Member Lance Winchester, At-large Member Scott Phelps

Also Present: Chief Brian Florey

Absent: None

Chairman Kaye:

- **McClendon Boat Ramp:** Stephen Neumer, McClendon's attorney contacted Chairmen Kaye asking if the STFD and the Allegan County Sheriffs department would consider contributing to the building of a permanent ramp at the old Broward facility at a cost of \$ 40,000. The Board asked Chief Florey to gather information.
- **Petty Cash:** It was brought to the Boards attention that the current petty cash account is maintained at \$ 2,500. The Board decided that this amount is too high and could raise red flags with the auditors. Chairmen Kaye made a motion to limit petty cash account to \$ 500.00, motion 2nd by Phelps. Motion passes unanimously.

Chief Florey's Report:

- **Quick books update:** Chief had a question about a bill regarding QuickBooks update. It was explained that it was an update authorized at a previous meeting.
- **Furnace (lower floor):** Received a few quotations but sees some big variations. Going to check on the efficiency's of all quotes. Board member Phelps recommended calling Don McGee. Chief will call.
- **Natural Gas:** Third party natural gas. Chief is going to check with Board member Phelps to see who the Butler is using. Could save up to 20% on heating charges.
- **Radio Upgrade:** The county 911 committee has set aside almost \$ 1,000,000 for upgrades. By January 2013 all radios will be on Narrow Band System in Allegan County. The Chief's voted on a template for the radios. The County will purchase all radios. Not sure how many radios we will be getting. Not sure if this will be based on seats in apparatus or number of personnel. The minutes of this meeting will be sent to the municipalities. Chief recommended that we do not get involved with purchasing tornado sirens due to the expensive upgrade of the computer board. Upgrades could reach \$ 120,000.
- **Apparatus Change-** All numbers have been changed and the Chief will supply those changes to the Board.
- **Unit 1621-** 1986 Chevy 3/4ton truck. - Needs a rear differential. We will use the DNR exchange program to replace. The shocks will also be replaced.
- **Tower 1-** Back in service. Do not have a final bill at this time. This was a total overhaul on the upper and lower hydraulics. The rear oil main is leaking but will keep an eye on it.
- **Storage Mezzanine-** Back Building needs storage space. Bids for supplies \$ 1270.00 from Overisel Lumber and \$ 720.00 without discounts from Menards. Chairmen Kaye reminded the Chief that we have budget line items that this would fall under, Equipment Maintenance or Operation Supplies.
 - **Hi-lo-** May be in need in the future. Chief will keep an eye out for a deal from the State.
- **Maintenance Program-** Laurie's computer is now intergraded with the other computers. Equipment Inventory is now being done on all the apparatus. We will also be able to give details on all maintenance of the vehicles. Tim will start changing oil on all vehicles.
- **Lift station Repairs-** Al Vanderbeek has the cables for the lift station and is willing to put it up for us to do the repairs.

- **Hiring Process-** The chief laid out his hiring process based on a point system. 1. Interview committee of Professionals in the Fire related field (outside this department) and the chief will pick 3 candidates. 2. Two Board Members and Chief Florey will do the second round of interviews. The Board decided that At-large Member Lance Winchester and Saugatuck Township Representative Eric Beckman will join the Chief in round 2. 3. The Board will decide.
- **Lights & Sirens-** Tabled at the last meeting. The Board discussed pros and cons. Chairmen Kaye voiced his opinion in favor due to the fact we now have a chief that supports it and we have a policy. The Chairmen reiterated that he believes that the chief will administrate it and will manage it with an iron fist. At-large Member Scott Phelps weighed in stating he has never been in favor of it but did mentioned that he feels the Chief will administrate it and that we have a good policy in place. At-large Member Lance Winchester mentioned that with the bridge out it would be good time to have them. The Board asked the Chief to finalize the policy and present it at the next meeting for a vote.
- **Bridge Construction-** Clickers are supposed to be issued to the STFD and Police Department. The project has budgeted (\$ 14,000) for these remote controls. We asked for 5 remotes.

At 7:35 p.m. having no further business to come before the board they stood adjourned.

Eric Beckman, Recording Secretary

Date

Bill Kaye, Chairman

Date