

**SAUGATUCK TOWNSHIP FIRE BOARD
REGULAR MEETING**

**MONDAY, FEBRUARY 13, 2012, 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 Scott Phelps and At-Large Member Lance Winchester.

Also present: Chief Brian Florey.

Absent: None.

Audience: Kaye opened the meeting for public comment. Hearing none, he closed that portion of the meeting.

Review and Approval of Minutes:

- A. Kaye asked to address the minutes of 1/9/12. **Motion by Bekken, seconded by Beckman to approve the minutes of January 9, 2012, Fire Board regular meeting.** Motion to approve the minutes as presented carried unanimously.
- B. Kay asked to address the minutes of 1/23/12. **Motion by Phelps, seconded by Bekken to approve the minutes of January 23, 2012, Fire Board regular 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 \$12,700.30. **Motion by Beckman seconded by Phelps to approve paying the bills as presented.** Phelps verified Telerad is now in the business of selling uniforms Kaye asked why insurance failed to pay for a new windshield and Florey responded the current policy is a high-deductible comprehensive policy that would not cover the expense. Board agreed Florey needs to review all insurance policies. Motion to approve paying the bills as presented carried unanimously. Kaye presented payroll in the amount of \$36,786.92. **Motion by Phelps, seconded by Beckman to approve the payroll as presented.** Motion carried unanimously.
- B. Review of Financial Statements. Kaye noted the reports reflect 58% through the fiscal year and one item that is high at 69% is #710 Firefighters/First Responder per call pay. Kaye noted the balance sheet reflects the tax revenue and Wright verified transferring \$150,000 to the class pool savings account. Board reviewed the detail of #980 Capital Projects and requested reclassification of several expenses.

Correspondence: None.

Unfinished Business:

- A. Tanker #2 issue is still open. Kaye asked to stay on top of the item to ensure the leaking tank is fixed before the warranty expires.

New Business:

- A. Performed Florey's 5 month review. Kaye noted he sent 5 requests for review out and only received 3 back, but all 3 were favorable. **Motion by Kaye, seconded by Phelps to go forward with the \$2,000/year pay increase effective 1/30/12 as presented in Florey's employment offer letter.** Kaye stated he will get together with Florey to discuss his review. Motion carried unanimously.
- B. Kaye reported selling the department 3 new Mustang PFD's (personal floatation devices) at \$100 each. He noted the price is just over half of what they cost.

Chief's Report:

- A. Almost done negotiating a price for the electric work at the station to be performed by Bob Firmas.
- B. Met with Allegan County Dive Team Sergeant Todd Wagner and S/D Police Chief Ken Giles to discuss including STFD members on the team. They have room for 1 diver and 2 tenders and we will perform interviews and testing for potential members.
- C. Approached by City of Saugatuck DPW Superintendent regarding the former senior center building on city property off of 63rd St. They asked if the department wanted to use the building for training purposes to burn down. Florey stated the building is not bad and had thoughts about turning the property including the building into a training area and submitted a written plan. Saugatuck City Council Members will review the plan and discuss the idea.
- D. HME Fire Trucks out of Wyoming, MI is working on a quote to paint Rescue Unit #2.
- E. The County has 2 mass casualty trailers intended to be placed on the East and West sides of the county. The west side trailer was placed in Ganges but has been taken to Wayland for restocking of the medical supplies. The grant that was used to purchase the trailers states the trailers must be titled and insured by a governmental entity and the county medical control unit that received the grant is not an entity by itself so they are looking at giving it to a qualified department to take title and insure it. The County Director asked if we would be interested in having it at our facility. Discussion took place and it was agreed it could be stored in the back barn and added to our insurance.
- F. Maintenance reports are being generated and Florey will have a detailed report for the next meeting. Discussion took place as to the vehicle maintenance that is currently being performed and the future plans for personnel maintenance training.
- G. Response times and number of calls look good and Florey will have a comparison to last year for the next meeting.
- H. Command 2, the Ford Expedition, is showing problems shifting. Metal had been found in the transmission and now further maintenance is needed.

Audience: Kaye opened the meeting to the audience. Hearing none, Kaye asked for any other business to come before the board. He asked to receive a timeline for preparing the new fiscal year budget and Wright stated she will forward it to the budget committee. Board agreed the budget committee to prepare the 2012/2013 budget will be comprised of Winchester and Phelps. Having no further business to come before the board it was **Moved by Bekken, seconded by Winchester to adjourn at 7:15 p.m.** Carried unanimously.



Jane Wright, CMC, Township Clerk

2/20/12

Date

Bill Kaye, Chairman

Date