

Approved
~~Proposed~~ Minutes
Saugatuck Township Fire District
Saugatuck, Michigan, March 28, 2013

The Saugatuck Township Fire District Board (STFD) met in regular session at 5:00 p.m. at Saugatuck Fire Station, 3342 Blue Star Highway, Saugatuck, Michigan.

1. Call to Order:

Chair Jane Verplank called the meeting to order at 5:00 p.m.

2. Attendance:

Present: Eric Beckman, Jerry Bekken, Douglas Clow, Scott Phelps, Brad Rudich, Jane Verplank, Jim Wiley.

Absent: None

Others Present: Interim Fire Chief Dane Schreckengust

3. Approval of Minutes:

A. Meeting Minutes of March 12, 2013: Motion made by Phelps and 2nd Bekken to approve March 12, 2013 minutes as amended to correct the spelling of two names (1) "Beckman" in Item 8 A. and (2) "Mantels" in Item 12. Motion carried unanimously.

4. Chief's Comments:

Newly purchased mini-pumper fire truck will be retrieved by STFD personnel Monday, April 1, 2013. Public notice has been provided by Outdoor Discovery Center Macatawa Greenway regarding their prescribed burn to be held mid-April at Pottawatomie River Marsh. STFD Personnel Surveys including feedback comments of personnel, have been received by Interim Chief with the intention of providing all results to the new chief upon hire. An estimate of services to repair large fire boat propellers have been received from Holland Propeller, Inc.

U.S. Coast Guard was contacted regarding the use of the STFD large fire boat. Interim Chief stated that specific training criterion outside normal boating requirements is not necessary to operate the large fire boat. Interim Chief stated U.S. Coast Guard offered to joint train and work with STFD to draft suggested rules and procedures for operation of the large fire boat. Interim Chief stated Glen Arbor Fire Department is willing to share training materials and documents pertaining to water rescue and rescue boat operation.

5. Agenda Changes: None.

6. Guest Speakers: None.

7. Request for Payment: None.

8. New Business:

A. Proposal to hire Municipal Consulting Group for consulting services to hire for Fire Chief position.

Motion by Phelps and 2nd by Clow to sign contract as submitted to the board. Discussion was raised by Beckman regarding the estimated hours (15) of services. Verplank said the schedule dates and interviews are targeted for the end of April through the beginning of May. Verplank and Phelps stated the application of the fire chief position has a deadline of April 15th 2013.

Motion carried unanimously.

B. Holland Propeller, Inc. estimate of cost to repair large fire boat propellers (2) for \$1,370.

Motion by Phelps and 2nd Beckman to accept estimate from Holland Propeller, Inc. to repair necessary damages to the propellers of the large fire boat. Wiley asked for a timeline to complete services, STFD personnel estimates about week of time for repairs.

Discussion of placement of STFD jet boat downstream Kalamazoo River. Interim Chief also stated Hamilton Fire Department has shown interest in purchasing STFD 14-16ft flat bottom aluminum boat for water response. Board consensus was reached to offer sale of boat to Hamilton Fire Department.

9. Public Comments: None.

10. Board Comments:

Beckman raised discussion of the necessity of grant funds for STFD. Rudich raised discussion regarding the projected budget of the STFD as it approaches the new fiscal year. Future review of the entire STFD budget and expenses including inventory of equipment was discussed by the entire board. A consensus was reached to continue to review STFD budget. Verplank noted grant writing as a job requirement for the next chief.

11. Adjournment:

Motion to adjourn meeting at 5:25 p.m. made by Bekken with a 2nd Phelps. Motion carried unanimously.