

Approved
~~Proposed~~ Minutes
Saugatuck Township Fire District
Saugatuck, Michigan, April 9, 2013

The Saugatuck Township Fire District Board (STFD) met in regular session at 6:30 p.m. at Saugatuck Fire Station, 3342 Blue Star Highway, Saugatuck, Michigan.

1. Call to Order:

Chair Jane Verplank called the meeting to order.

2. Attendance:

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

Absent: Eric Beckman

Others Present: Interim Fire Chief Dane Schreckengust and Peter Stanislawski

3. Approval of Minutes:

Meeting Minutes of March 28, 2013: Motion made by Rudich and 2nd Phelps to approve March 28, 2013 minutes as presented. No discussion. Motion carried unanimously.

4. Chief's Comments:

Large fire boat will be launched following completion of repairs, most late April or early May. 2 additional STFD personnel have successfully completed firefighter certification. New mini pumper vehicle has arrived and is required to be fitted with additional accessories for field use. Personnel has been training for operation of new equipment. Personnel surveys have been received and reviewed by Interim Chief.

5. Agenda Changes: None.

6. Guest Speakers: None.

7. Request for Payment:

Phelps motion with 2nd Bekken to approve payment of bills in the amount of \$41,683.81. Bekken asked about subscription dues required for STFD materials to be provided for policies and public safety requirement guidelines in the amount of \$1,100. Motion to approve payment of all bills passed unanimously.

8. New Business:

A. Equipment Sales

1. 2002 Chevy Suburban vehicle (white) with asking price of \$4,000 was agreed to by the Board after brief discussion.
2. Engine 2 listed with Brindle Lee publication has received no offers for purchase.
3. The sale of 2-sixty gallon and 1-ten gallon foam fire suppression units are to be published in Fire Trader magazine. Board agreed to list sale publication under the least expensive sale period offered by Fire Trader magazine.
4. The sale of 2 additional Foam fire suppression units to Watervliet Fire Department is still pending.
5. Box Truck sale payment has been received by the City.

6. Flat Bottom boat sale is still pending. A bill of sale with Hamilton Fire Department has been agreed to and the sale will most likely take place in May.

B. New Mini Pumper Truck

1. Verplank open discussion of bids for services to fit new Mini Pumper truck with necessary equipment for operational service. Motion Phelps and 2nd Bekken to approve Douglas Equipment, Inc. bid as presented for necessary services and parts for upgrades necessary for field use. Motion approved unanimously.

C. Turnout Gear

1. Peter opened discussion involving budget of Turnout gear for personnel In the amount of \$8,500. Motion made by Phelps and 2nd Clow to purchase 5 sets of turnout gear at \$1,515 per set presented to board. Motion carried unanimously.

D. Pumper Testing and Certification of 3 STFD Trucks.

1. Discussion raised by Phelps regarding the time requirements of pressure testing for equipment. Verplank mentioned the favorable cost at \$150 per truck to complete necessary certification and testing for all 3 trucks. Motion made by Phelps and 2nd Bekken to spend up to \$1,000 for pump testing and certification of 3 STFD trucks by Westshore Fire, Inc.. Motion carried unanimously.

E. Budget Preparation

1. Peter opened discussion of upcoming budget procedures for next month at May meeting. Budget will require a draft budget ready to be submitted to both cities and township by the end of May pursuant to the meeting times of entities.

F. Chief Search

1. 20 applications have been received by the City of Saugatuck. Verplank said that hiring consultants have received applications. Review of all candidates is ongoing. April 15th is deadline for all applicants during this hiring period.

9. Public Comments/Communications:

Linus Staring, Laketown Township, suggested that the STFD Board decide if the department should operate under 24hr shifts or not, prior to drafting a new budget. Interim Chief suggested a further review of cost comparisons between part time and full time fire department operations. Peter suggested any review should include personnel costs that include salary and benefit packages. Staring also noted a past difficulty with accountability of STFD payroll.

10. Reports of Officers & Committees Members:

Phelps raised a concern on behalf of some STFD personnel not in favor of direct deposit method of payroll. Peter agreed that payment method should not be mandatory for personnel or board members. Interim Chief noted that some STFD personnel favors quarterly payment periods over monthly periods.

Board consensus was reached to discuss payment methods and AMR reimbursement policy at a later date. Rudich suggested STFD or new chief investigate AMR policy. Phelps suggested that projected budgets anticipate replacement props for the large fire boat.

11. Adjournment:

Motion to adjourn meeting at 7:28 p.m. made by Bekken with a 2nd Phelps. Motion carried unanimously.