

**Saugatuck Township Fire District**  
*Approved* **Proposed Minutes**  
Saugatuck, Michigan, December 16, 2013

The Saugatuck Township Fire District Board (STFD) met in a regular session at 6:30 pm at Saugatuck City Hall 102 Butler Street, Saugatuck, Michigan.

**1. Call to Order/Roll Call:** Chairperson Jane Verplank called the meeting to order at 6:30 pm.

**Members Present:** Gerry Bekken, Roy McIlwaine, Scott Phelps, Jane Verplank, Hank Zavislak, and Eric Beckman.

**Members Absent:** Doug Clow

**Also Present:** Chief, Greg Janik and Recording Secretary, Cindy Deter.

**2. Approval of Agenda:** Stands as presented.

**3. Approval of Minutes:** Motion by Phelps to approve the minutes from October 21, 2013 was seconded by McIlwaine, carried unanimously.

**4. Fire Chief Comments:**

- A. Incident Reports: Chief Janik gave an update on response times.
- B. Smoke detector installation
- C. Turnout gear washing machine-installed: Installed with additional plumbing work
- D. Fireboat-1 trailer modification project status: Completed
- E. Sale of Rescue-2-Status: Sold to Chile
- F. Sale of snowmobiles: Sold to Fennville Fire Department
- G. ISO audit: 3 to 4 months until we get report.
- H. Replace heating system in truck bays: Getting bids after Engineer report is received.

**5. Public Comment on Agenda items:** None

**6. Request for payment:**

- A. **Account Payables:** Motion by Beckman to pay the bills in the amount of \$36,532.14 was seconded by Phelps, carried unanimously.
- B. **Financial Report:** No report given.

**7. Unfinished Business:**

- A. Cost recovery fees: Working on protocol.
- B. Unpaid fees: Working on protocol.

**8. New Business:**

- A. **Request for approval-Chief Janik to attend Michigan Fire Inspectors Society winter education seminar February 4-5, 2014-Conference & Hotel:** Motion by McIlwaine to approve conference attendance was seconded by Phelps, carried unanimously.
- B. **1999 102' Spartan LTI Ladder-discussion on purchase:** Report given by truck

broker, Tabled until next meeting.

**C. Request for approval for annual fire fighter physical examination-NFPA requirement-up to 28 personnel-\$8,100 (previously budgeted):** Motion by Bekken to approve \$8,100 for exams was seconded by Phelps, carried unanimously.

**D. 2014-schedule of fire board meetings:** Motion by McIlwaine to accept schedule as presented was seconded by Beckman, carried unanimously.

**Communications:** None

**Board Comments:** Motion by Zavislak to make an exception to the personnel policy to compensate an individual for unused vacation time, seconded by Beckman, carried unanimously.

**Public Comments:** None

**Adjournment:** Motion to adjourn was made by Bekken , Meeting was adjourned at 825:pm.

Respectfully submitted,

Cindy Deter