

Approved

SAUGATUCK TOWNSHIP FIRE DISTRICT

3342 Blue Star Highway, Saugatuck, MI 49453

Phone (269) 857-3000 Fax (269) 857-1228

FIRE DISTRICT BOARD MEETING

6:30pm April 20, 2015

1. Call to Order / Roll Call: Chairperson Jane Verplank called the meeting to order at 6:30pm
Members Present: All (Phelps, Beckman, Bekken, Zavislak, McIlwaine, Schmidt)
Also Present at the Board Table: Chief Janik, Peter Stanislawski
2. Approval of Agenda: *New business: Fire Hose Replacement 8.H per Chief Janik. Also Grace of Douglas will stay unfinished and be placed on next agenda per Chief Janik.*
Motion by R. McIlwaine, Second by E. Beckman
3. **Approval of Minutes:** Motion by S. Phelps, Support from E. Beckman, Second from G. Bekken. All in Favor, Carries Unanimously.
4. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date:** Chief Janik stated that as of April 20th an increase of #12 calls or 6% vs. 2014. By area Grace of Douglas leads. Motor vehicle accidents were “calm” for March though distracted driving is a key cause. 6:00am – 5pm are when the majority of the calls come into the station and there were no structure fires for the month of March.
 - B. **Fire Academy Graduation – 3 Graduates:** E. Sturm, J. Brunsting and B. Frost all graduated. Sturm achieved perfect attendance and a presentation was made during the West Michigan Chief’s Assoc. meeting.
 - C. **Cost Recovery Efforts - \$6,300:** R. McIlwaine has been involved with the recent revisions to the Township’s cost recovery ordinance. Janik shared that \$6300.00 was received from Consumers Energy and the Bus Fire cost recovery efforts. The money will be used towards roadway safety purchases.
 - D. **Grant Awards – MMRMA, Received check \$2,983:** The check was officially received.
 - E. **Fire Board Group Photo:** On hold – the photographer was ill and will reschedule.
5. Public Comment on Agenda Items: None
6. Request for Payment:
 - A. **Account Payables:** Motion by Phelps, Second by Schmidt to pay the bills in the amount of \$96,217.10. All in favor. A brief discussion ensued led by Zavislak regarding the different styles of fire hoses used for quick deployment. Beckman and McIlwaine also discussed the venue choices for future Fire District Award Dinners.
 - B. **Financial Report:** Reviewed by Peter Stanislawski.
7. Unfinished Business:
 - A. **Hydrant Maintenance:** Chief Janik remarked that he plans to “keep the pressure on” Kal Lake. H. Zavislak stopped in the Kal Lake offices and left a memo for the manager stating that there were 2 separate issues he’d like to discuss (Maintenance and Clearing of the hydrants). He planned to follow up on 4/22 and forward a follow up note to Chief J. R. McIlwaine shared that the township is waiting on a revision of their sewer agreement and that this was considered an “urgent” issue.
8. New Business:

A. Budget

Chief Janik stated that he would like to see a millage increase based on expected capital improvement repairs and personnel requirements.

- \$100,000.00 estimated in foreseeable capital expenses of which \$45,000 is currently necessary to replace the leaking roof.
 - New full time building inspector will be needed due to increased new construction and seasonal rental inspections.
 - A new MFR will also need to be hired. Jane V. shared a copy of the job description that was created.
 - There are also concerns over staffing the department with qualified responders.
 - Future increases in medical incidents based on the areas aging population are expected.
 - Capital expenditures were not planned for in previous year's budgets.
 - 15 years ago the millage was 1.8 compared to the current revenue based on 1.5 mils.
 - Two years ago the department had 4 full time responders. Currently there are 2.
- R. McIlwaine initially stated that he was uncomfortable with a millage increase. Jane V. and Hank Z. suggested considering millage increases that climbed gradually (multi-level) over time as one option. Hank Z. preferred the multi-level increase idea. E. Beckman agreed that as the area's population continues to age the department will require more MFRs. Roy M. stated that after the capital improvement and personnel needs were explained that he had "changed his tune". He thought that 1.7 mils was justified based on the immediate and future personnel + financial needs of the department.

Motion by McIlwaine to raise to 1.7 - Second by Schmidt - All in favor 6 - No Zavislak.

B. Two Year Review Presentation

Jane Verplank presented the new STFD 2013-2015 Review (bound 4 color 34 pg. pamphlet).

C. Cost Recovery Revision – Saugatuck Township To Revise Ordinance

McIlwaine stated that the Township had completed the suggested revisions.

D. Holiday Stipend

Chief J. asked that the board consider a stipend to attract more responders to staff the station during holidays due to current recruitment challenges. E. Beckman suggested that the stipend be revisited once the budget has been approved.

E. EMT Class Fees

Chief J. explained that there's a new higher level of EMT certification. The cost is \$1,250.00 versus the current \$750.00 for MFR licensing. Phelps stated he didn't have a problem paying for the higher level of education. Janik suggested a 3 year plan to reimburse of the responders who complete the class (50% 1st year, 25% the 2nd year and 25% the 3rd year).

Motion by Zavislak, second by Phelps. All in favor to reimburse at the EMT level.

F. Roof Replacement

Chief J. explained the current roof needs and the solution based on the estimate provided by the same contractor recently used by the city of Saugatuck for their new maintenance facility roof.

G. Pottawatomi Burn

Janik shared that the burn was a tremendous collaborative effort and great training experience. The burn was aborted early due to concerns by the gun club and the Discovery Center over nesting birds. In the future smaller burns will be considered.

H. Fire Hose needs to be purchased to replace the departments aging (some as old as 20 yrs. – recommended replacement is 10 yrs.) inventory. The expected cost is \$10,000 – \$12,000.

9. Public Comments: Officer L. Starring asked again regarding the proposed Annuity program. Chief Janik remarked that it's still being looked into.

10. Adjournment: 8:00pm

NOTICE

This facility is wheel chair accessible with accessible parking spaces available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck Township Fire District at 269-857-3000 for further information.