



# SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

## Zoom Meeting Info

Meeting ID: **869 8699 0760**

Password: **981642**

One-Touch Weblink:

<https://us02web.zoom.us/j/86986990760?pwd=WUlkYytkbjNaV3J3VHN2clNnLzVOQT09>

Dial by Phone: **(646) 558-8656**

3342 Blue Star Highway  
Saugatuck, MI 49453  
269 857-3000 / Fax: 269 857-1228  
E-mail: [info@saugatuckfire.org](mailto:info@saugatuckfire.org)

## FIRE DISTRICT BOARD MEETING

4:00pm – March 15<sup>th</sup>, 2021

### **AGENDA**

1. Call to Order:
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
4. Reminder: It is requested the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*): **(Roll Call Vote)**
6. Approval of Minutes:
  - A. **February 15<sup>th</sup>, 2021 (Roll Call Vote)**
7. Public Comment on Agenda Items Only (Limit 3 minutes): *Use the "raise hand" button in the participants screen in Zoom or enter \*9 if you are calling in by phone to raise hand. You will be recognized and unmuted to speak in the order received.:*
8. Request for Payment:
  - A. **Account Payables (Roll Call Vote)**
  - B. **Financial Report**
9. Fire Chief Comments:
  - A. **Incident Reports / Calls to Date / Overlapping Calls**
  - B. **Community Risk Reduction**
    1. **State of Michigan experienced 30 fire fatalities in 27 fires year to date for 2021.**
  - C. **Apparatus**
    1. **2151 Emergency Pump Shaft and Housing Repair**
    2. **1990 Ambar Rescue Boat (Former 2192) Sold for \$5,000.00 to Presque Isle Fire Dept.**
  - D. **Thank You's**
    1. **Saugatuck Public Schools – Hosting immunization clinic.**
    2. **Saugatuck Golf Carts – Bill Wester – Golf Cart for SPS immunization clinic donated.**
    3. **Back Alley Pizza – Lunch for immunization clinic volunteers.**
    4. **MDOT – Message board for SPS immunization clinic.**
    5. **Graafschap Fire – Message board for SPS immunization clinic.**



# SAUGATUCK TOWNSHIP FIRE DISTRICT

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## E. Grants

### 1. AAA Traffic Safety Grant – submitted for Vehicle Stabilization Struts

#### 10. Unfinished Business:

- A. Wage Study Update
- B. Subpoena / Lawsuit Update

#### 11. New Business:

- A. Funding Approval Request – Tri-Community Recycling Day
- B. I-196 Re-Construction
- C. UL Video - Home Natural vs. Synthetic Furnishing Comparison – <https://youtu.be/87hAnxuh1g8>

#### 12. Correspondence:

- A. None

#### 13. Public Comments: (Limit 3 minutes): *Use the “raise hand” button in the participants screen in Zoom or enter \*9 if you are calling in by phone to raise hand. You will be recognized and unmuted to speak in the order received.:*

#### 14. Fire Board Comments:

#### 15. Adjournment:

## NOTICE

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.



# SAUGATUCK TOWNSHIP FIRE DISTRICT

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Item # 6A



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## Zoom Meeting Info

Meeting ID: 869 8699 0760

Password: 981642

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Dial by Phone: (646) 558-8656

3342 Blue Star Highway  
Saugatuck, MI 49453  
269 857-3000 / Fax: 269 857-1228  
E-mail: [info@saugatuckfire.org](mailto:info@saugatuckfire.org)

## FIRE DISTRICT BOARD MEETING

4:00pm – February 15<sup>th</sup>, 2021

### **DRAFT MINUTES**

1. Call to Order: **Meeting called to order by J. Verplank at 4:00pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:  
**PRESENT:** S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps(4:33pm), T. Pullen  
**ABSENT with Notice:** A. Miller  
**Also Present:** Chief Greg Janik, P. Stanislawski
4. Reminder: It is requested the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*): **(Roll Call Vote)**  
**Motion by Pullen, 2<sup>nd</sup> by Aldrich to approve the agenda as amended, adding Covid-19 update under #9F. No discussion.**  
**YAYS:** Pullen, Aldrich, Beckman, Fox, Verplank  
**NAYS:** None  
**ABSENT:** Miller, Phelps  
**Motion passes 5:0.**
6. Approval of Minutes:
  - A. **January 18<sup>th</sup>, 2021 (Roll Call Vote)**  
**Motion by Beckman, 2<sup>nd</sup> by Pullen to approve the minutes of the 1/21/2020 meeting as amended changing "and" to "a" under #11A3. No discussion.**  
**YAYS:** Beckman, Pullen, Fox, Aldrich, Verplank  
**NAYS:** None  
**ABSENT:** Miller, Phelps  
**Motion passes 5:0.**
7. Public Comment on Agenda Items Only (Limit 3 minutes): *Use the "raise hand" button in the participants screen in Zoom or enter \*9 if you are calling in by phone to raise hand. You will be recognized and unmuted to speak in the order received.:*
  - A. **Ryan Heise – New Saugatuck City Manager introduced himself.**
  - B. **Joe Frey – Interim Township Manager introduced himself.**



# SAUGATUCK TOWNSHIP FIRE DISTRICT

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## 8. Request for Payment:

### A. Account Payables (*Roll Call Vote*)

Motion by Beckman, 2<sup>nd</sup> by Pullen to pay the invoices in the amount of \$141,871.06. No discussion.

YAYS: Beckman, Pullen, Aldrich, Fox, Verplank

NAYS: None

ABSENT: Miller, Phelps

Motion passes 5:0.

### B. Financial Report

#### i. Financial report reviewed by P. Stanislawski.

1. Engine 2112 – 2011 KME Final Truck payment is made.

## 9. Fire Chief Comments:

### A. Incident Reports / Calls to Date / Overlapping Calls

1. Incident report statistics year to date were reviewed – 101 incidents year to date.
2. 6:54 – average response time year to date

### B. Community Risk Reduction

1. State of Michigan experienced 10 fire fatalities in 9 fires year to date for 2021.

### C. Paid on Call Employees

1. Brad Esquivel – New Hire (In Academy currently)
2. Kyle Trinklein – New Hire (Certified FF/MFR from Fennville)
3. Misty Sherer – New Hire (Certified FF/MFR from Leighton)
4. Phil Dalton – Re-Hire (Certified FF)
5. Bryan Kempkers – New Hire (also serves as Deputy Chief/EMT on Hamilton Fire)
6. Tom Dykstra – New Hire (also serves as Captain/EMT on Graafschap Fire)

Chief discussed the hiring of new paid on call employees. The benefits both financially and operationally of hiring already trained personnel were discussed.

### D. Thank You's

1. Lake Vista Supervalu – Pallet of Bottled Water donated.
  - i. Chief thanked Lake Vista for another pallet of water. Bottled water is provided to STFD, Douglas PD, and Allegan Sheriff's.

### E. Grants

1. MMRMA RAP Grant – Submitted for Power Mirrors for Apparatus
2. FEMA AFG Grant – Submitted for Health and Wellness Program, Physical Examinations for all personnel, Immunizations in compliance with NFPA 1582, and Exercise Equipment to support the program. If awarded the \$40,290.00 the District 5% match will be \$2,014.50.

Grant team of Chris Mantels and Chris Bernhardt managed to complete the grant on time, even with the time constraints caused by the IFC BOA, and Subpoena.

### F. Covid-19 Update

1. State of Michigan Immunization dashboard was reviewed for the State, and Allegan County.
2. Discussion ensued. If someone gets vaccinated in Ottawa County, it shows under Ottawa.



# SAUGATUCK TOWNSHIP FIRE DISTRICT

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## 10. Unfinished Business:

### A. IFC BOA Decision / BOA Fees

1. The IFC BOA denied the appeal, and upheld that the fire code official interpreted the code correctly.
2. The BOA should review fee structure at next meeting, as it was determined to be a development, however they only paid single family fee.

## 11. New Business:

### A. Equipment Disposal Request – Genesis Hosed Tools (*Roll Call Vote*)

Motion by Pullen, 2<sup>nd</sup> by Fox to authorize Fire District staff to execute an agreement with Overisel Township to sell the Genesis Hosed Extrication tool set including the power unit, cutters, spreaders, ram, and hoses, and to accept no less than \$19,000.00 for its sale. No discussion.

YAYS: Pullen, Fox, Beckman, Phelps, Aldrich, Verplank

NAYS: None

ABSENT: Miller

Motion passes 6:0

### B. Allegan County Groundwater Study Memo

1. Memo was reviewed by Chief Janik.
2. Beckman asked why the Fire District is involved in wells in the Township.
3. Chief Janik clarified that the District is required to be part of the wellhead protection district for KLSWA to obtain grants.
4. Fox suggests we turn over to municipalities and let them worry about it.

### C. Wage Study

1. The ad hoc committee of Fox, Verplank, Phelps, & Stanislawski met twice. Discussing with consultants, MML, firms, it is difficult to have apples to apples comparable for Fire Departments wages. Human resources costs make up 58% of the budget.
2. Requested to continue committee with replacing Verplank with Beckman, and adding an officer of command staff, preferably not Chief Janik.
3. Revised wage study to include titles, responsibilities, certifications, salary ranges, date of hire, and current wages.

4. Motion by Pullen, 2<sup>nd</sup> by Phelps to increase Chief Janik's wage effective immediately by 3%. No further discussion.

YAYS: Pullen, Fox, Beckman, Phelps, Aldrich, Verplank

NAYS: None

ABSENT: Miller

Motion passes 6:0

### D. Subpoena

1. The District has received a subpoena for information regarding Township lawsuit in regard to same property from IFC BOA hearing. Staff will be spending considerable time to comply with document request.



# SAUGATUCK TOWNSHIP FIRE DISTRICT

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## 12. Correspondence:

- A. Thank you – Chimney Fire
  - B. Thank you and Donation – Chimney Fire
- Thank yous were reviewed by Chief Janik.

## 13. Public Comments: (Limit 3 minutes): *Use the “raise hand” button in the participants screen in Zoom or enter \*9 if you are calling in by phone to raise hand. You will be recognized and unmuted to speak in the order received.:*

- A. None

## 14. Fire Board Comments:

**Aldrich – None**

**Beckman – None**

**Fox – Thank you to Ryan and Joe for attending the meeting. It is a nice change.**

**Verplank – None**

**Phelps – None**

**Pullen – None**

**Miller – None**

## 15. Adjournment:

- A. Motion by Phelps, 2<sup>nd</sup> by Fox to adjourn the meeting at 5:18pm. No discussion.  
YAYS: Phelps, Fox, Beckman, Aldrich, Pullen, Verplank.  
NAYS: None  
ABSENT: Miller  
Motion passes 6:0

### NOTICE

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Please contact Saugatuck Township Fire District at 269-857-3000 for further information.

03/12/2021 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 02/16/2021 - 03/15/2021				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
02/19/2021	DD3334(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,429.49
02/19/2021	DD3335(A)	BETTS, MICHAEL	PAYROLL	1,307.46
02/19/2021	DD3336(A)	JANIK, GREG	PAYROLL	2,204.59
02/19/2021	DD3337(A)	MANTELS, CHRISTOPHER	PAYROLL	1,867.89
02/19/2021	DD3338(A)	MEYER, KYLE	PAYROLL	1,293.31
02/19/2021	DD3339(A)	MILESKIEWICZ, JOHN	PAYROLL	1,328.68
02/19/2021	EFT855(E)	457 MERS	PAYROLL	1,801.96
02/19/2021	EFT856(E)	MISDU	PAYROLL	217.86
02/19/2021	EFT857(E)	IRS	PAYROLL	3,261.93
02/19/2021	EFT858(E)	MERS	PAYROLL	3,528.44
02/19/2021	EFT859(E)	STATE OF MICHIGAN	PAYROLL	2,216.59
03/05/2021	DD3340(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,017.13
03/05/2021	DD3341(A)	BETTS, MICHAEL	PAYROLL	1,282.46
03/05/2021	DD3342(A)	JANIK, GREG	PAYROLL	2,204.58
03/05/2021	DD3343(A)	MANTELS, CHRISTOPHER	PAYROLL	2,185.90
03/05/2021	DD3344(A)	MEYER, KYLE	PAYROLL	1,268.31
03/05/2021	DD3345(A)	MILESKIEWICZ, JOHN	PAYROLL	1,303.67
03/05/2021	EFT860(E)	457 MERS	PAYROLL	1,801.96
03/05/2021	EFT861(E)	MISDU	PAYROLL	217.86
03/05/2021	EFT862(E)	IRS	PAYROLL	3,261.97
03/05/2021	EFT863(E)	SAUGATUCK AREA PROFESSIONAL LOC	PAYROLL	125.00
03/12/2021	DD3346(A)	ALDRICH, STACEY	PAYROLL	43.04
03/12/2021	DD3347(A)	BALES, WENDY	PAYROLL	1,526.49
03/12/2021	DD3348(A)	BECKMAN, ERIC	PAYROLL	129.14
03/12/2021	DD3349(A)	BEEK, HEATHER	PAYROLL	516.30
03/12/2021	DD3350(A)	BERNHARDY, CHRISTOPHER	PAYROLL	371.78
03/12/2021	DD3351(A)	BETTS, MICHAEL	PAYROLL	136.64
03/12/2021	DD3352(A)	BLATT, DAVID	PAYROLL	108.93
03/12/2021	DD3353(A)	BLOK, MICHAEL	PAYROLL	858.69
03/12/2021	DD3354(A)	BRINK, CHAD	PAYROLL	405.39
03/12/2021	DD3355(A)	DALTON, PHIL	PAYROLL	509.19
03/12/2021	DD3356(A)	DEMOND, KALEB	PAYROLL	311.96
03/12/2021	DD3357(A)	DORNBUSH, KALEIGH	PAYROLL	380.03
03/12/2021	DD3358(A)	DYKSTRA, TOM	PAYROLL	90.99
03/12/2021	DD3359(A)	ENGLAND, MICHAEL	PAYROLL	384.68
03/12/2021	DD3360(A)	ESQUIVEL, BRADLEY	PAYROLL	656.26
03/12/2021	DD3361(A)	GARGANO, CHRISTINE	PAYROLL	565.85
03/12/2021	DD3362(A)	GARGANO, MARK	PAYROLL	698.22
03/12/2021	DD3363(A)	GREEN, MICHELLE	PAYROLL	504.43
03/12/2021	DD3364(A)	GROENDYKE, BRET	PAYROLL	133.26
03/12/2021	DD3365(A)	JANIK, GREG	PAYROLL	536.27



03/12/2021 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 02/16/2021 - 03/15/2021				
Check Date	Check	Vendor Name	Description	Amount
03/12/2021	DD3366(A)	KEMPKERS, BRIAN	PAYROLL	2,020.63
03/12/2021	DD3367(A)	KIRCHERT, ERIK	PAYROLL	955.09
03/12/2021	DD3368(A)	MANTELS, CHRISTOPHER	PAYROLL	1,097.28
03/12/2021	DD3369(A)	MARR, SEAN	PAYROLL	448.15
03/12/2021	DD3370(A)	MCGOWAN, WILLIAM	PAYROLL	401.28
03/12/2021	DD3371(A)	MEISTE, JAMES	PAYROLL	626.58
03/12/2021	DD3372(A)	MEYER, KYLE	PAYROLL	615.83
03/12/2021	DD3373(A)	MILESKEWICZ, JOHN	PAYROLL	547.83
03/12/2021	DD3374(A)	MILLER, AARON	PAYROLL	131.14
03/12/2021	DD3375(A)	MOKMA, WAYNE	PAYROLL	360.17
03/12/2021	20310	PHELPS, DONALD	PAYROLL	44.04
03/12/2021	DD3376(A)	PULLEN, TARUE	PAYROLL	44.04
03/12/2021	DD3377(A)	SEYMOUR, SCOTT	PAYROLL	817.50
03/12/2021	DD3378(A)	SHERER, MISTY	PAYROLL	735.47
03/12/2021	DD3379(A)	STARRING, LINUS	PAYROLL	961.93
03/12/2021	DD3380(A)	STURM, ELLIOTT	PAYROLL	569.07
03/12/2021	DD3381(A)	STURM, KATHRYN	PAYROLL	549.96
03/12/2021	DD3382(A)	VAN AUKEN, LAUREL	PAYROLL	562.81
03/12/2021	DD3383(A)	VERPLANK, JANE	PAYROLL	132.14
03/12/2021	EFT864(E)	457 MERS	PAYROLL	2,496.89
03/12/2021	EFT865(E)	MISDU	PAYROLL	185.86
03/12/2021	EFT866(E)	IRS	PAYROLL	5,423.21
03/12/2021	EFT867(E)	SAUGATUCK AREA PROFESSIONAL LOC	PAYROLL	125.00
03/12/2021	20311	BARBARA TSATUROVA PLLC	PAYROLL	152.74
03/15/2021	20312	GRAPHIX EMBROIDERY INC	UNIFORMS	176.88
03/15/2021	20313	IHLE AUTO PARTS	SUPPLIES	562.74
03/15/2021	20314	MFE INC	2021 RAM	297.24
03/15/2021	20315	LAFONTAINE CDJR OF LANSING INC	2021 RAM COMMAND TRUCK	52,560.00
03/15/2021	20316	MARSHAL DOMESTICS	SLEEPING ROOM	357.82
03/15/2021	20317	WMFPC	DUES	250.00
03/15/2021	20318	RAY'S SERVICE CENTER LLC	TOW TO IHLE'S	65.00
03/15/2021	20319	OVERISEL LUMBER CO	SUPPLIES	113.16
03/15/2021	20320	RATHCO	911 GREEN SIGNS	319.18
03/15/2021	20321	STANDARD	INSURANCE	707.83
03/15/2021	20322	ZORO	TOOLS, OFFICE & SUPPLIES	1,806.52
03/15/2021	2003(E)	ACCIDENT FUND	WORKER COMP INSURANCE	13,738.00
03/15/2021	2004(E)	COMCAST	TELEPHONES & INTERNET	306.01
03/15/2021	2005(E)	CONSUMERS ENERGY	BOAT DOCK	31.28
03/15/2021	2006(E)	CONSUMERS ENERGY	FIRE STATION	703.69
03/15/2021	2007(E)	FIRST BANKCARD	MAINTENANCE, EDUCATION & SUPPLIES	4,228.95
03/15/2021	2008(E)	MENARDS	MAINTENANCE, SUPPLIES & TRAINING	1,290.92
03/15/2021	2009(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	514.00
03/15/2021	2010(E)	PRIORITY HEALTH	HEALTH INSURANCE	3,507.01



03/12/2021		CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT		
		CHECK DATE FROM 02/16/2021 - 03/15/2021		
Check Date	Check	Vendor Name	Description	Amount
03/15/2021	2011(E)	REPUBLIC SERVICES 240	TRASH & RECYCLING	126.91
03/15/2021	2012(E)	SHELL	GASOLINE & DIESEL	807.82
03/15/2021	2013(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	521.80
03/15/2021	2014(A)	ALARM 5	FACE PIECE	328.64
03/15/2021	2015(A)	APPLIED IMAGING	COPIER USE	389.71
03/15/2021	2016(A)	BREATHING AIR SYSTEMS INC	TESTING	597.17
03/15/2021	2017(A)	CHROUCH COMMUNICATIONS INC	PAGER ANTENNAS	161.72
03/15/2021	2018(A)	FISHERIES SUPPLY COMPANY	2021 RAM	650.37
03/15/2021	2019(A)	FLEIS & VANDENBRINK	66TH ST & NORTHSORE	1,469.00
03/15/2021	2020(A)	GALLS LLC	RESCUE LINE	68.75
03/15/2021	2021(A)	HELP NET EAP	ASSISTANCE PROGRAM	1,000.80
03/15/2021	2022(A)	J & B MEDICAL	MEDICAL SUPPLIES	596.80
03/15/2021	2023(A)	LORRIE PASTOOR	CLEANING	200.00
03/15/2021	2024(A)	SOUND OFF SIGNAL	REPAIRS CONSOLE KNOB	576.91
03/15/2021	2025(A)	SPENCER MANUFACTURING INC	2021 RAM LIGHTS	1,808.30
03/15/2021	2026(A)	NEWCOMER PLOW & HITCH	SNOW PLOW	1,609.38
03/15/2021	2027(A)	ULINE INC	TRAFFIC SAFETY	130.39
03/15/2021	2028(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	144.50
Total of 102 Checks:				156,724.42
Less 0 Void Checks:				0.00
Total of 102 Disbursements:				156,724.42

BOTH OPEN AND PAID

Item # 8A

Vendor Name	Description	Amount
1. ACCIDENT FUND		
	WORKER COMP INSURANCE	13,738.00
2. ALARM 5		
	CAIRNS RED TAPE	7.15
	FACE PIECE	321.49
	TOTAL	328.64
3. APPLIED IMAGING		
	COPIER USE	389.71
4. BREATHING AIR SYSTEMS INC		
	TESTING	597.17
5. CHROUCH COMMUNICATIONS INC		
	PAGER ANTENNAS	161.72
6. COMCAST		
	TELEPHONES & INTERNET	306.01
7. CONSUMERS ENERGY		
	BOAT DOCK	31.28
	FIRE STATION	703.69
	TOTAL	734.97
8. FIRST BANKCARD		
	MAINTENANCE, EDUCATION & SUPPLIES	2,202.25
	TRAINING, SUPPLIES & MAINTENANCE	2,019.60
	POSTAGE	7.10
	TOTAL	4,228.95
9. FISHERIES SUPPLY COMPANY		
	2021 RAM	650.37
10. FLEIS & VANDENBRINK		
	66TH ST & NORTHSORE	1,469.00
11. GALLS LLC		
	RESCUE LINE	68.75
12. GRAPHIX EMBROIDERY INC		
	UNIFORMS	176.88
13. HELP NET EAP		
	ASSISTANCE PROGRAM	1,000.80
14. IHLE AUTO PARTS		
	SUPPLIES	562.74
15. J & B MEDICAL		
	MEDICAL SUPPLIES	596.80
16. LAFONTAINE CDJR OF LANSING INC		
	2021 RAM COMMAND TRUCK	52,560.00
17. LORRIE PASTOOR		
	CLEANING	200.00
18. MARSHAL DOMESTICS		
	SLEEPING ROOM	357.82
19. MENARDS		
	MAINTENANCE, SUPPLIES & TRAINING	1,290.92
20. MFE INC		
	2021 RAM	297.24
21. MICHIGAN GAS UTILITIES		
	NATURAL GAS	514.00
22. NEWCOMER PLOW & HITCH		
	SNOW PLOW	1,609.38
23. OVERISEL LUMBER CO		
	SUPPLIES	113.16
24. PRIORITY HEALTH		
	HEALTH INSURANCE	3,507.01
25. RATHCO		
	911 GREEN SIGNS	319.18
26. RAY'S SERVICE CENTER LLC		

Vendor Name	Description	Amount
27. REPUBLIC SERVICES 240	TOW TO IHLE'S	65.00
28. SHELL	TRASH & RECYCLING	126.91
29. SOUND OFF SIGNAL	GASOLINE & DIESEL	807.82
30. SPENCER MANUFACTURING INC	REPAIRS CONSOLE KNOB	576.91
31. STANDARD	2021 RAM LIGHTS	1,808.30
32. ULINE INC	INSURANCE	707.83
33. VERIZON WIRELESS	TRAFFIC SAFETY	130.39
34. WEST MICHIGAN UNIFORM	CELL PHONES & MODEMS	521.80
35. WMFPC	SHOP TOWELS	144.50
36. ZORO	DUES	250.00
	TOOLS, OFFICE & SUPPLIES	1,806.52
TOTAL - ALL VENDORS		92,725.20
<b>FUND TOTALS:</b>		
Fund 206 - FIRE FUND		92,725.20

User: Peter

DB: Stfd

PERIOD ENDING 03/31/2021

Item # 8B

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		03/31/2021	MONTH 03/31/2021	BALANCE	% BDGT	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	SAUGATUCK CITY	364,000.00	350,729.64	7,519.35	13,270.36	96.35
206-000-402.000	SAUGATUCK TOWNSHIP	747,000.00	668,734.83	276,172.88	78,265.17	89.52
206-000-403.000	DOUGLAS CITY	380,000.00	359,627.26	41,267.25	20,372.74	94.64
206-000-450.000	FIRE SERVICES	6,000.00	5,204.75	80.00	795.25	86.75
206-000-460.000	INSPECTION & PLAN REVIEW FEES	5,000.00	5,975.00	0.00	(975.00)	119.50
206-000-465.000	COST RECOVERY	7,000.00	7,892.20	750.00	(892.20)	112.75
206-000-528.000	OTHER FEDERAL GRANTS	85,948.00	90,921.87	0.00	(4,973.87)	105.79
206-000-560.000	GRANTS & DONATIONS	4,000.00	3,272.90	0.00	727.10	81.82
206-000-665.000	INTEREST	500.00	316.77	0.00	183.23	63.35
206-000-685.000	SALES OF ASSETS	0.00	6,500.00	6,500.00	(6,500.00)	100.00
Total Dept 000		1,599,448.00	1,499,175.22	332,289.48	100,272.78	93.73
TOTAL REVENUES		1,599,448.00	1,499,175.22	332,289.48	100,272.78	93.73
Expenditures						
Dept 336 - FIRE FUND						
206-336-702.000	BOARD SALARY	5,250.00	2,900.00	600.00	2,350.00	55.24
206-336-704.000	CHIEF SALARY	80,000.00	56,767.80	3,169.23	23,232.20	70.96
206-336-705.000	OFFICER SALARIES	9,000.00	4,082.43	564.99	4,917.57	45.36
206-336-708.000	CAREER FIREFIGHTER	306,000.00	180,731.92	10,262.55	125,268.08	59.06
206-336-709.000	OPERATIONAL WAGES	87,000.00	84,088.79	6,501.65	2,911.21	96.65
206-336-709.500	PAID ON CALL STIPEND	75,000.00	55,897.38	6,653.85	19,102.62	74.53
206-336-710.000	FIRE CALLS	60,000.00	30,322.66	4,226.46	29,677.34	50.54
206-336-711.000	MEDICAL CALLS	30,000.00	19,582.03	1,746.24	10,417.97	65.27
206-336-712.000	TRAINING	30,000.00	25,732.17	5,573.78	4,267.83	85.77
206-336-713.000	SPECIAL EVENTS	10,000.00	1,758.96	0.00	8,241.04	17.59
206-336-720.000	PAYROLL TAXES	55,000.00	38,082.82	3,086.38	16,917.18	69.24
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	75,000.00	54,146.03	6,507.04	20,853.97	72.19
206-336-722.000	WORKER COMP INSURANCE	45,000.00	49,076.76	13,738.00	(4,076.76)	109.06
206-336-723.000	RETIREMENT	73,000.00	53,387.39	3,722.61	19,612.61	73.13
206-336-727.000	OPERATING SUPPLIES	22,000.00	13,477.97	1,699.60	8,522.03	61.26
206-336-728.000	GAS & OIL	12,000.00	4,905.49	807.82	7,094.51	40.88
206-336-730.000	PROFESSIONAL SERVICES	20,000.00	29,686.02	1,669.00	(9,686.02)	148.43
206-336-742.000	TESTING, REPAIR & REPLACEMENT	15,000.00	11,936.07	955.91	3,063.93	79.57
206-336-745.000	STATION TOOLS	3,000.00	3,077.90	2,091.78	(77.90)	102.60
206-336-746.000	FIRE FIGHTER TOOLS	10,000.00	1,557.99	1,108.02	8,442.01	15.58
206-336-751.000	PHONES	12,000.00	7,811.44	887.81	4,188.56	65.10
206-336-752.000	UTILITIES	14,000.00	9,924.14	1,375.88	4,075.86	70.89
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	40,000.00	38,317.63	2,232.11	1,682.37	95.79
206-336-761.000	BOAT MAINTENANCE	15,000.00	16,381.46	284.19	(1,381.46)	109.21
206-336-762.000	RADIO & PAGER R&R	6,500.00	2,051.73	311.67	4,448.27	31.57
206-336-763.000	BUILDING REPAIR & MAINTENANCE	20,000.00	17,486.53	357.82	2,513.47	87.43
206-336-764.000	BUILDING SECURITY	2,000.00	260.00	0.00	1,740.00	13.00
206-336-767.000	DUES & SUBSCRIPTIONS	3,500.00	1,612.64	0.00	1,887.36	46.08
206-336-770.000	OFFICE EXPENSES	10,000.00	4,420.85	822.39	5,579.15	44.21
206-336-771.000	TECHNOLOGY	12,000.00	14,648.75	111.21	(2,648.75)	122.07
206-336-775.000	BUILDING INSPECTIONS	2,500.00	67.50	0.00	2,432.50	2.70
206-336-780.000	UNIFORMS	12,000.00	5,531.06	329.95	6,468.94	46.09
206-336-781.000	TURN OUT GEAR	25,000.00	8,287.01	574.27	16,712.99	33.15
206-336-785.000	EDUCATION	18,000.00	10,114.73	400.00	7,885.27	56.19
206-336-791.000	MEDICAL SUPPLY	10,000.00	8,922.36	596.80	1,077.64	89.22
206-336-795.000	FIRE PREVENTION	10,000.00	917.00	290.04	9,083.00	9.17

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User: Peter

DB: Stfd

PERIOD ENDING 03/31/2021

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	03/31/2021	MONTH 03/31/2021	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Expenditures						
206-336-796.000	PHYSICALS	11,000.00	0.00	0.00	11,000.00	0.00
206-336-815.000	GENERAL INSURANCE	32,000.00	23,592.00	0.00	8,408.00	73.73
206-336-861.000	TAX CHARGE BACK	500.00	478.12	0.00	21.88	95.62
206-336-975.000	LOAN PAYMENT	42,100.00	42,022.18	(25.39)	77.82	99.82
206-336-980.000	SMALL CAPITAL	0.00	0.00	0.00	0.00	0.00
206-336-985.000	LONG TERM CAPITAL	200,000.00	203,716.31	56,925.29	(3,716.31)	101.86
206-336-986.000	CAPITAL FUND TRANSFER	12,150.00	0.00	0.00	12,150.00	0.00
Total Dept 336 - FIRE FUND		1,532,500.00	1,137,762.02	140,158.95	394,737.98	74.24
TOTAL EXPENDITURES		1,532,500.00	1,137,762.02	140,158.95	394,737.98	74.24
Fund 206 - FIRE FUND:						
TOTAL REVENUES		1,599,448.00	1,499,175.22	332,289.48	100,272.78	93.73
TOTAL EXPENDITURES		1,532,500.00	1,137,762.02	140,158.95	394,737.98	74.24
NET OF REVENUES & EXPENDITURES		66,948.00	361,413.20	192,130.53	(294,465.20)	539.84
BEG. FUND BALANCE		885,554.97	885,554.97			
END FUND BALANCE		952,502.97	1,246,968.17			



## Funding Approval Form

March 15, 2020

### **ITEM DESCRIPTION:**

Enhancing the health, wellbeing, and safety of our residents by providing financial support, staffing, and serving as a point of collection site on Household Hazardous Waste Day for the Tri-Community Recycling Program.

### **PRIORITY:**

High

### **QUALITY FACTORS:**

Saugatuck Township Fire District has an extensive history in supporting prevention, control, and mitigation of the dangers of hazardous materials. The storage and handling of household hazardous waste can pose unreasonable risks to the health and safety of the public, environment and emergency responders.

The Tri-Community Recycling Program is a great example of Community Risk Reduction and should be supported by all stakeholders. By integrated and strategic investment of resources, we can reduce the occurrence of dangerous conditions and impact.

### **FUNDING SOURCE(S):**

Budget – Fire Prevention - \$1,000

### **REQUESTER:**

Chief Greg Janik

### **SAMPLE MOTION:**

I \_\_\_\_\_ motion to authorize Fire District staff to support the Tri-Community Recycling Program to help defray the costs associated with the collection and processing of household hazardous waste with a not to exceed amount of \$1,000.00. I \_\_\_\_\_ 2<sup>nd</sup> the Motion. (Roll Call Vote)

### **FIRE BOARD VOTE – Date:** \_\_\_\_\_

Motion: \_\_\_\_\_

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

In early 2020, the three local municipalities (City of Saugatuck, the City of Douglas, and Saugatuck Township) collaborated to form the Tri-Community Recycling Ad-hoc Committee (TCRC). The primary goals of the TCRC was to determine (1) residents' recycling knowledge, (2) the ease/difficulty of recycling, and (3) how recycling-related communication and education can be improved.

Current recycling activities in the tri-community area are limited to individual consumer commitment and constituent and/or business owner passion pertaining to recycling, and individual waste management contracts and that company's commitment and access to recycling. In short, the local recycling program is extremely limited.

However, given the environmental focus of the lakeshore community, residents and business owners are committed to ensuring that the local environment is cleaner, conserving materials, saving energy and reducing the amount of garbage in West Michigan landfills. Tri-community residents and business owners recognize that recycling (1) reduces the amount of waste sent to landfills and incinerators, (2) conserves natural resources, (3) increases economic security by tapping a domestic source of materials, (4) prevents pollution by reducing the need to collect new raw materials, (5) saves energy, (6) supports American manufacturing and conserves valuable resources, and (7) helps create jobs in the recycling and manufacturing industries. What is lacking is a clear determination of individual and business owner commitment to recycling and the sacrifice they are willing to make in order to implement and sustain a long-term, permanent recycling program.

Our first measurable objective was to administer a survey that would adequately gather recycling-related practices and relevant information from tri-community residents and business owners.

### Survey results and recommendations

An initial review of the data, resident and business-owner comments suggest the following:

1. That the TCRC must address the continued use of the yellow bags, specifically in Saugatuck Township. Apparently, Republic Services is continuing to make the yellow bags available. This has led to confusion and adds more plastic to our local landfills.
2. A "Back-to-basics" education initiative. The TCRC could provide educational materials to local residents and business-owners. Within this initiative, the TCRC would encourage residents and business-owners to ONLY recycle: cardboard boxes, paper, metal cans/pop cans, milk jugs, water and soda plastic bottles.
3. Resident-specific suggestions:
  - a. Create one-page mailer for residents of the tri-communities to inform them of the results of the Recycling Survey and the immediate Action Plan of the Recycling Committee. This flier would include 'getting back to basics' and how they can help support the effort. Note on this flier that information will be available online. Flier would include:
    - i. What Items Can Be Recycled (Specific items will be determined upon feedback from Republic, with a focus on items we know Republic has an interest in recycling as opposed to "wish-list" items. Critical piece in shifting public's expectations away from wanting to recycle everything to recognizing that increasing the volume of materials successfully recycled depends upon recycling only those materials capable of being recycled.
    - ii. How to Properly Prepare Material to be Recycled (Important follow-up piece to increase the likelihood that appropriate materials put into the recycling will be recycled and not rejected due to contamination.
    - iii. How to Compost at Home (Educate residents about how to compost at home and respond to misconceptions about composting as a means of reducing overall waste)



- b. Create an easily accessible Facebook page for Saugatuck/Douglas Recycling where the above educational sheets can live and be easily accessed by residents and visitors.
- c. Regular Column in the Commercial Record (Approach Scott Sullivan about having a semi-monthly article in the Commercial Record keeping the public informed about recycling trends, news, and developments in the Recycling Committee. We would need 2-3 contributing writers to create the articles to print. The TCRC could create an outline of all the articles we would like to cover in the year. Everything from single use plastics, composting, to ways we can recycle better.
- d. Provide composting-related education through FB page, possible live stream demos, explaining the difference around backyard vs. industrial composting.
- e. Connect with the Garden Club to see if they would be willing to host/manage a compost drop off site to then use in the gardens. Coordinate with school efforts around this as well.
- 4. Connect with Jim Yost and Kelly Roche to explore possible composting opportunities especially with respect to compostable materials most likely to be used by businesses that may require special processing.
- 5. Business-owner specific suggestions:
  - a. Determine business owner interest in group-buys for compostable materials.
  - b. Explore possibilities for food waste reduction: connect with local farmers to see if there is interest or need in utilizing unusable food for animal feed.
  - c. Explore opportunity to create branded, reusable bags to cut down on plastic bag use and generate funds for the Recycling Committee.
  - d. Discuss ways to eliminate single-use plastics and identify more sustainable options. Start discussions to eliminate plastic bags from retail stores in town for something more sustainable.
  - e. "Group Buy" of sustainable single-use packaging throughout the tri-community area.
- 6. General community-wide thoughts, for both residents and businesses:
  - a. **Research the cost of household hazardous waste drop off & medical waste/pills events that includes all 3 municipalities.**
  - b. Discuss options about a recycle drop-off location(s).
  - c. Research community composting location(s) and/or farmers.
  - d. Reach out to Saugatuck Public Schools to explore educational and program opportunities with the students and, subsequently, their parents/guardians.

### Household Hazardous Waste (HHW) Day

The City of Saugatuck ended its contract with Allegan County for HHW pickup in July, 2008. It became cost prohibitive primarily due to general neglect and disrespect of the HHW drop-off location (behind the DPW).

At this time, none of the local municipalities has a contract with Allegan County for HHW pickup. As a result, constituents are left to find their own means of HHW disposal and cannot participate in other contracted municipality HHW Day events:

May 1, 2021 – HHW/Electronics Collection at Wayland Harding's  
 June 5, 2021 – HHW/Electronics Collection with Republic in Hamilton  
 August 7, 2021 (tentative) – Scrap Tire Collections, Salem & Trowbridge Townships  
 August 14, 2021(tentative) – Scrap Tire Collection, Otsego Township  
 October 2, 2021 – HHW/Electronics Collection 1. City of Otsego DPW

**Current option**

The Rotary Club of Saugatuck/Douglas/Fennville has awarded us with a \$5,000 grant for a HHW Day. This grant has a \$5,000 match requirement.

Date of the event: May 1 – tentatively scheduled with Drug & Lab Disposal (Plainwell, MI)

Total cost: approximately \$10,000 (Estimate provided by D&LD, for the three communities. Includes a \$1,500 site charge of \$1500 and an additional .88/lb.)

Note: We will asking for a \$10-20 donation/vehicle to help cover any additional costs, and will limit participation to residents only. They would have to show an ID or some verification of local residence.

**Tri-Community Recycling Committee request of the STFD:**

Can the STFD help defray the matching portion of the RCSDf grant?



# Allegan County Household Hazardous Waste Program

Item # 11A



*For Disposal Contact:*

**Allegan County Health Department  
Resource Recovery Program**  
3255 122nd Ave. Allegan, MI  
Tues. & Thurs. by appointment  
(269) 686-4559

**DO NOT Place in Curbside Bin**

**Pesticides- Solid, Liquid, & Aerosol**

Herbicides, insecticide, fungicide, rodenticides



**Oil based paints-**

Stains  
Thinners  
Solvents  
Varnish



**Automotive Liquids– oil, fluids, sealers, grease, anti-freeze**



**Cleaners-**



**Aerosols-**



**Small Compressed Gas  
Cylinders or propane tanks-**



⇒ Mercury Thermometers  
⇒ Acids  
⇒ Bases  
⇒ CFL Bulbs  
⇒ Fluorescent Bulbs  
⇒ Batteries



**Not Accepted**



- Radioactive material
- Explosives
- Ammunition
- Tires

- Asphalt
- Ceiling tiles
- Roofing shingles
- Building supplies

- Trash
- Debris
- Latex Paint
- Acrylic Paint



Visit [www.allegancounty.org](http://www.allegancounty.org), click 'Recycling', click 'household hazardous waste' for more information  
or contact Resource Recovery at (269) 686-4559.

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