



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
Phone: 269 857-3000
E-mail: Office@saugatuckfire.org

FIRE DISTRICT BOARD MEETING

4:00pm – March 20th, 2017

AGENDA

1. Call to Order / Roll Call:
2. Approval of Agenda (*additions / deletions*):
3. Approval of Minutes:
 - A. February 20th, 2017
4. Public Comment on Agenda Items Only (Limit 3 minutes):
5. Fire Chief Comments:
 - A. Incident Reports / Calls to Date / Overlapping Calls
 - B. Inspections/Plan Reviews
 - C. MPSCS Radio Project
 1. Programming / Template Committees
 2. Train the Trainer and End User Trainings
 - D. Community Risk Reduction
 1. Community CPR Courses
 - i. 2/28/2018 – 1st Ever Community CPR Course – 14 Students
 - ii. 2017 CPR Course Dates are posted at www.saugatuckfire.org/cpr
 2. Douglas Elementary Prevention Education – 3/23/2017 – Smoke Machine
 - E. Grant Updates
 1. RAP Grant Awarded – Dash Cams - \$17,402, with District share of \$11,602
 2. CAP Grant Awarded – NFPA Courses - \$1,252, with District share of \$727
 3. MMRMA Grants – Three grant awards in 2017 year to date total is \$12,203, Ten grant awards from 2014 to 2017 for a total of \$24,461
6. Request for Payment:
 - a. Budget Adjustment #2
 - b. Account Payables
 - c. Financial Report
7. Unfinished Business:
 - A. Appreciation Dinner – March 25th, 2017
 - B. Monday Night Staffing Stipend
 - C. What Not Inn Fundraiser – Live Fire Training Facility – March 28th, 2017 – 5:00-8:00pm
8. New Business:
 - A. AAA Grant Check Presentation – April 11th, 2017 – 11:00am – Board Invited, Video to be viewed
 - B. Township Request - Review Lakeshore Drive Washout Letter
 - C. Township Board of Trustee Letter – Fire Code Ordinance Revision and Cost Recovery - Discussion
 - D. Fire District Name Discussion
9. Correspondence:
10. Public Comments: (Limit 3 minutes):
11. Fire Board Comments:
12. Adjournment:

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.



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FIRE DISTRICT BOARD MEETING

4:00pm – February 20th, 2017

MINUTES

1. Call to Order / Roll Call: Meeting called to order by E. Beckman at 4:02pm
Present: R. McIlwaine, E. Beckman, M. Starring, S. Phelps, T. Christensen
Absent with prior notice: K. Mooradian, J. Verplank
Also Present: Chief Gregory Janik, P. Stanislawski
2. Approval of Agenda (*additions / deletions*): Add item B under Unfinished Business – Monday Night Staffing Stipend. Motion by Phelps, 2nd by McIlwaine to approve with amendment. Motion carries unanimously.
3. Approval of Minutes:
 - A. January 16th, 2017
 - a. Motion by Christensen, 2nd by Starring to approve the minutes of the January 16th, 2017 Meeting. All approve, motion carries unanimously.
4. Public Comment on Agenda Items Only (Limit 3 minutes): None
5. Fire Chief Comments:
 - A. Incident Reports / Calls to Date / Overlapping Calls
 1. Incident report statistics were reviewed. 54 calls to date for January 2017.
 2. 6:03 – average response time year to date.
 3. Request to separate MVI's from MVI's requiring extrication.
 - B. Inspections/Plan Reviews
 1. Inspection report since the 1/16/2017 meeting was reviewed.
 2. Discussion about plan review time in regards to the major development projects currently going on within the District.
 - C. Community Risk Reduction
 1. Smoke Alarm Installs – Received approval from electrical inspectors for 110v Alarms
 - i. After hearing that another department was allowed to install interconnected alarms and after requesting this of the electrical inspectors we were given approval to do the same within the Fire District.
 2. Douglas Elementary Escape Plans – 2/23/2017
 3. Well Head Protection Team – Tank Identification Project
 - i. G. Janik and C. Mantels Spent approximately 8 hours to assist the WHP to confirm locations of above and underground storage tanks.
 - D. Grant Updates
 1. MMRMA Grant Check Received - \$5,879 for CCTV & Security System
 2. RAP Grant Application Submitted – Dash Cams - \$17,402, with District share of \$11,602
 3. CAP Grant Application Submitted – NFPA Courses - \$1,252, with District share of \$727
 - E. Firefighter Injuries
 1. Poison Oak – 2 Personnel
 2. Chest Injury
6. Request for Payment:
 - a. Account Payables - Motion by Phelps, 2nd by Christensen to pay the bills in the amount of \$62,225.36. All approve, motion carries unanimously.



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- B. Financial Report
 - a. Financial reports year to date were reviewed.
 - b. Chief Janik expressed concern that we are currently operating at 85% of wages for fire calls, and 68% on overall expenditures. The volume of fire calls has spiked wages.
 - c. McIlwaine stated that it might be time to look at raising the millage.
7. Unfinished Business:
 - A. Appreciation Dinner – March 25th, 2017
 - B. Monday Night Staffing Stipend
 - a. Discussion about stipend for the Monday Crew would equal \$10,400 annually.
 - b. Peter will review financials and see if there is any way to pull this off now.
 - c. Will be brought to the board next month for final approval.
8. New Business:
 - A. What Not Inn Fundraiser – Live Fire Training Facility – March 28th, 2017 – 5:00-8:00pm
 - a. Great opportunity provided by Dortha and Jan Woods.
 - B. Funding Approval Form – Air Bags for Lifting – Roll Call Vote
 - a. Demonstration of existing 32-year-old airbag was performed.
Motion by Phelps, 2nd by Christensen to approve the Funding Approval request for Airbags for Lifting in the amount of \$5,893.
YEAS: McIlwaine, Starring, Beckman, Phelps, Christensen
NEAS: None
ABSENT: Verplank, Mooradian
 - C. Allegan County Radios & Pagers – Transfer of Ownership Agreement – Roll Call Vote
Motion by McIlwaine, 2nd by Phelps to approve the Transfer of Ownership Agreement for the Motorola Radios and Unication Pagers between Saugatuck Township Fire District Fire Board and Allegan County Board of Commissioners.
YEAS: McIlwaine, Starring, Beckman, Phelps, Christensen
NEAS: None
ABSENT: Verplank, Mooradian
 - D. Banking Relationship - Transfer Accounts – Roll Call Vote
 - a. For calendar year 2016, the District spent \$37.81 with Macatawa Bank and received no interest.
 - b. Discussed proposals from Macatawa Bank, Huntington Bank, and Chemical Banks.
Motion by McIlwaine, 2nd by Starring to transfer all bank accounts from Macatawa Bank to Chemical Bank with the approved signers of Peter Stanislawski, Jane Verplank, Roy McIlwaine, and Eric Beckman.
YEAS: McIlwaine, Starring, Beckman, Phelps, Christensen
NEAS: None
ABSENT: Verplank, Mooradian
9. Correspondence:
 - A. Four (4) Letters Received
 - a. Chief Janik read off four Thank You letters.
10. Public Comments: (Limit 3 minutes): None
11. Fire Board Comments: M. Starring thanks C. Mantels for putting together CPR class for 2/28/2017.
T. Christensen thanked the crew for their professional work and quick response by the Monday Crew to the Douglas City Council Meeting on 1/16/2017.
M. Starring thanked the Sunday Crew for their professional response to her father in-laws on 2/18.
12. Adjournment: Meeting adjourned at 4:58pm

SAUGATUCK FIRE DISTRICT
JOURNAL ENTRY
JE: 56

Post Date: 03/17/2017
Entry Date: 03/17/2017
Description: BUDGET ADJUSTMENT #2

Entered By: Peter
Journal: BA

GL #	Description	DR	CR
206-000-460.000	INSPECTION & PLAN REVIEW FEES	2,000.00	
206-000-465.000	COST RECOVERY	7,000.00	
206-000-560.000	GRANTS & DONATIONS	9,000.00	
206-336-710.000	FIRE CALLS		7,500.00
206-336-722.000	WORKER COMP INSURANCE	4,000.00	
206-336-727.000	OPERATING SUPPLIES		4,000.00
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE		9,000.00
206-336-762.000	RADIO & PAGER R&R		1,000.00
206-336-763.000	BUILDING REPAIR & MAINTENANCE		1,000.00
206-336-764.000	BUILDING SECURITY		300.00
206-336-767.000	DUES & SUBSCRIPTIONS		300.00
206-336-781.000	TURN OUT GEAR		3,500.00
206-336-791.000	MEDICAL SUPPLY		2,000.00
206-336-975.000	LOAN PAYMENT		2,063.00
206-336-815.000	GENERAL INSURANCE	8,663.00	
	Journal Total:	30,663.00	30,663.00

APPROVED BY: _____

Vendor Name	Description	Amount
1. ACCIDENT FUND		
	WORKER COMP INSURANCE	5,250.75
2. APPLIED IMAGING		
	COPIER	282.48
3. BLOOM SLUGGETT MORGAN		
	LEGAL FEES	507.00
4. CHEMICAL BANK		
	TRUCK PAYMENT	42,062.92
5. COMCAST		
	TELEPHONE & INTERNET	189.29
	TELEPHONE & INTERNET	189.28
	TOTAL	378.57
6. CONSUMERS ENERGY		
	LUCY STREET BOAT	25.09
	FIRE BARN	477.48
	TOTAL	502.57
7. COVERCO INC		
	TABLE COVER	565.70
8. DOUGLAS SAFETY SYSTEMS LLC		
	2104	1,647.31
9. DOUGLAS SHELL		
	BATTERY	144.95
10. ENGINEERED PROTECTION SYSTEMS INC		
	FIRE ALARM MONITORING	222.00
11. FIRST BANKCARD		
	2172 LIGHTS	148.13
	APPRECIATION, TECHNOLOGY & TRAINING	2,063.58
	TRAINING & SUPPLIES	188.44
	POSTAGE	13.79
	TOTAL	2,413.94
12. FRIS OFFICE		
	OFFICE SUPPLIES	141.62
13. GREAT LAKE EMS ACADEMY		
	TRAINING	650.00
14. HAVEMAN ELECTRICAL SERVICES		
	CORD DROPS & PLUG STRIPS	1,197.60
15. IHLE AUTO PARTS		
	PARTS	112.56
16. LORRIE PASTOOR		
	CLEANING	160.00
17. MENARDS		
	MAINTENANCE & SUPPLIES	461.50
18. MICHIGAN GAS UTILITIES		
	NATURAL GAS	419.25
19. MOORE MEDICAL LLC		
	MEDICAL SUPPLIES	147.96
20. MOTOROLA SOLUTIONS INC		
	RADIO SOFTWARE	399.00
	RADIO PARTS	36.00
	RADIO CABLES	129.00
	TOTAL	564.00
21. NFPA		
	CODE BOOK	36.45
22. OFFICE DEPOT		
	SUPPLIES	106.96
23. PRAXAIR		
	CYLINDER RENTAL	80.54

Vendor Name	Description	Amount
24. PRIORITY HEALTH	HEALTH INSURANCE	3,762.86
25. REPUBLIC SERVICES 240	TRASH	99.96
26. RESCUE RESOURCES LLC	RESCUE TOOLS	245.00
27. SOUTHSIDE BODY & FABRICATION INC	2142 FABRICATING	5,002.66
28. STANDARD	INSURANCE	412.46
29. WEST MICHIGAN UNIFORM	SHOP TOWELS	48.00
30. XTREME AUTO	CLAY BAR	450.00
TOTAL - ALL VENDORS		68,077.57
FUND TOTALS:		
Fund 206 - FIRE FUND		68,077.57

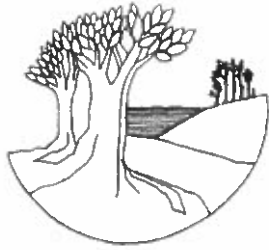
03/17/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 02/22/2017 - 03/20/2017				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
02/24/2017	DD1218(A)	BETTS, MICHAEL	PAYROLL	828.67
02/24/2017	DD1219(A)	JANIK, GREG	PAYROLL	1,758.12
02/24/2017	DD1220(A)	MANTELS, CHRISTOPHER	PAYROLL	1,378.73
02/24/2017	DD1221(A)	MILESKIEWICZ, JOHN	PAYROLL	907.15
02/24/2017	DD1222(A)	VAN OSS, BRENT	PAYROLL	1,547.35
02/24/2017	EFT303(E)	457 MERS	PAYROLL	978.96
02/24/2017	EFT304(E)	MISDU	PAYROLL	217.86
02/24/2017	EFT305(E)	IRS	PAYROLL	2,367.70
02/24/2017	EFT306(E)	MERS	PAYROLL	1,924.60
02/24/2017	EFT307(E)	STATE OF MICHIGAN	PAYROLL	1,057.84
02/28/2017	725(E)	COMCAST	TELEPHONE & INTERNET	189.29
03/01/2017	19439	CHEMICAL BANK	TRUCK PAYMENT	42,062.92
03/03/2017	DD1223(A)	BECKMAN, ERIC	PAYROLL	25.82
03/03/2017	DD1224(A)	BEEK, HEATHER	PAYROLL	48.85
03/03/2017	DD1225(A)	BERNHARDY, CHRISTOPHER	PAYROLL	266.85
03/03/2017	DD1226(A)	BETTS, MICHAEL	PAYROLL	164.93
03/03/2017	DD1227(A)	BLATT, DAVID	PAYROLL	363.22
03/03/2017	DD1228(A)	BLOK, MICHAEL	PAYROLL	329.76
03/03/2017	DD1229(A)	BRUNSTING, JESSICA	PAYROLL	208.82
03/03/2017	DD1230(A)	CHRISTENSEN, ROBERT	PAYROLL	26.13
03/03/2017	DD1231(A)	DORNBUSH, JEFFREY	PAYROLL	20.00
03/03/2017	DD1232(A)	DORNBUSH, KALEIGH	PAYROLL	95.14
03/03/2017	DD1233(A)	ENGLAND, MICHAEL	PAYROLL	153.17
03/03/2017	DD1234(A)	GARGANO, CHRISTINE	PAYROLL	106.24
03/03/2017	DD1235(A)	GARGANO, MARK	PAYROLL	163.05
03/03/2017	DD1236(A)	GROENDYKE, BRET	PAYROLL	130.64
03/03/2017	DD1237(A)	KERRIDGE, ADAM	PAYROLL	70.64
03/03/2017	DD1238(A)	KIRCHERT, ERIK	PAYROLL	463.67
03/03/2017	DD1239(A)	MANTELS, CHRISTOPHER	PAYROLL	414.03
03/03/2017	DD1240(A)	MC ILWAINE, ROY	PAYROLL	26.42
03/03/2017	DD1241(A)	MEISTE, JAMES	PAYROLL	63.44
03/03/2017	DD1242(A)	MEYER, KYLE	PAYROLL	613.58
03/03/2017	DD1243(A)	MILESKIEWICZ, JOHN	PAYROLL	227.25
03/03/2017	DD1244(A)	MOKMA, WAYNE	PAYROLL	147.89
03/03/2017	19440	PHELPS, DONALD	PAYROLL	26.43
03/03/2017	DD1245(A)	REWA, LANDON	PAYROLL	270.08
03/03/2017	STUB44(A)	SCHRECKENGUST, DAWN	PAYROLL	0.00
03/03/2017	DD1246(A)	STARRING, LINUS	PAYROLL	519.59
03/03/2017	DD1247(A)	STARRING, MARILYN	PAYROLL	26.13
03/03/2017	DD1248(A)	STILLE, THOMAS	PAYROLL	140.07
03/03/2017	STUB45(A)	STURM, ELLIOTT	PAYROLL	0.00
03/03/2017	DD1249(A)	TUCKER, MICHAEL	PAYROLL	63.42
03/03/2017	DD1250(A)	VAN AUKEN, LAUREL	PAYROLL	50.56

03/17/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 02/22/2017 - 03/20/2017				
Check Date	Check	Vendor Name	Description	Amount
03/03/2017	DD1251(A)	VAN OSS, BRENT	PAYROLL	209.40
03/03/2017	DD1252(A)	WILKINSON, ERIN	PAYROLL	13.21
03/03/2017	EFT308(E)	457 MERS	PAYROLL	1,580.76
03/03/2017	EFT309(E)	MISDU	PAYROLL	386.82
03/03/2017	EFT310(E)	IRS	PAYROLL	1,591.48
03/10/2017	DD1253(A)	BETTS, MICHAEL	PAYROLL	828.66
03/10/2017	DD1254(A)	JANIK, GREG	PAYROLL	1,758.12
03/10/2017	DD1255(A)	MANTELS, CHRISTOPHER	PAYROLL	1,378.73
03/10/2017	DD1256(A)	MILESKIEWICZ, JOHN	PAYROLL	907.16
03/10/2017	DD1257(A)	VAN OSS, BRENT	PAYROLL	1,547.35
03/10/2017	EFT311(E)	457 MERS	PAYROLL	978.96
03/10/2017	EFT312(E)	MISDU	PAYROLL	217.86
03/10/2017	EFT313(E)	IRS	PAYROLL	2,367.70
03/20/2017	19441	DOUGLAS SAFETY SYSTEMS LLC	FIRE BOOTS	1,647.31
03/20/2017	19442	DOUGLAS SHELL	BATTERY	144.95
03/20/2017	19443	FRIS OFFICE	OFFICE SUPPLIES	141.62
03/20/2017	19444	IHLE AUTO PARTS	PARTS	112.56
03/20/2017	19445	GREAT LAKE EMS ACADEMY	TRAINING	650.00
03/20/2017	19446	HAVEMAN ELECTRICAL SERVICES	CORD DROPS & PLUG STRIPS	1,197.60
03/20/2017	19447	COVERCO INC	TABLE COVER	565.70
03/20/2017	19448	XTREME AUTO	CLAY BAR	450.00
03/20/2017	19449	MOORE MEDICAL LLC	MEDICAL SUPPLIES	147.96
03/20/2017	19450	NFPA	CODE BOOK	36.45
03/20/2017	19451	OFFICE DEPOT	SUPPLIES	106.96
03/20/2017	19452	SOUTHSIDE BODY & FABRICATION INC	2142 FABRICATING	5,002.66
03/20/2017	19453	STANDARD	INSURANCE	412.46
03/20/2017	726(E)	ACCIDENT FUND	WORKER COMP INSURANCE	5,250.75
03/20/2017	727(E)	COMCAST	TELEPHONE & INTERNET	189.28
03/20/2017	728(E)	CONSUMERS ENERGY	LUCY STREET BOAT	25.09
03/20/2017	729(E)	CONSUMERS ENERGY	FIRE BARN	477.48
03/20/2017	730(E)	ENGINEERED PROTECTION SYSTEMS I	FIRE ALARM MONITORING	222.00
03/20/2017	731(E)	FIRST BANKCARD	APPRECIATION, TECHNOLOGY & TRAINING	2,413.94
03/20/2017	732(E)	MENARDS	MAINTENANCE & SUPPLIES	461.50
03/20/2017	733(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	419.25
03/20/2017	734(E)	PRIORITY HEALTH	HEALTH INSURANCE	3,762.86
03/20/2017	735(E)	REPUBLIC SERVICES 240	TRASH	99.96
03/20/2017	736(A)	APPLIED IMAGING	COPIER	282.48
03/20/2017	737(A)	BLOOM SLUGGETT MORGAN	LEGAL FEES	507.00
03/20/2017	738(A)	MOTOROLA SOLUTIONS INC	RADIO CABLES	564.00
03/20/2017	739(A)	LORRIE PASTOOR	CLEANING	160.00
03/20/2017	740(A)	PRAXAIR	CYLINDER RENTAL	80.54
03/20/2017	741(A)	RESCUE RESOURCES LLC	RESCUE TOOLS	245.00
03/20/2017	742(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	48.00
Total of 86 Checks:				100,036.58

User: Peter
DB: Stfd

PERIOD ENDING 03/31/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE 03/31/2017	ACTIVITY FOR		AVAILABLE BALANCE	BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		MONTH 03/31/2017 INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 206 - FIRE FUND								
Revenues								
Dept 000								
206-000-401.000	SAUGATUCK CITY	226,620.00		215,311.32	124.23		11,308.68	95.01
206-000-402.000	SAUGATUCK TOWNSHIP	466,485.00		448,029.86	20,163.75		18,455.14	96.04
206-000-403.000	DOUGLAS CITY	236,329.00		222,572.63	5,644.18		13,756.37	94.18
206-000-450.000	FIRE SERVICES	3,000.00		2,721.50	340.00		278.50	90.72
206-000-460.000	INSPECTION & PLAN REVIEW FEES	7,000.00		6,240.00	275.00		760.00	89.14
206-000-465.000	COST RECOVERY	19,000.00		17,865.02	0.00		1,134.98	94.03
206-000-560.000	GRANTS & DONATIONS	48,000.00		47,363.79	0.00		636.21	98.67
206-000-561.000	REGIONAL TRAINING CENTER	7,000.00		7,000.00	0.00		0.00	100.00
206-000-565.000	FINANCE/ LOANS	0.00		0.00	0.00		0.00	0.00
206-000-665.000	INTEREST	750.00		42.99	0.00		707.01	5.73
206-000-685.000	SALES OF ASSETS	950.00		950.00	0.00		0.00	100.00
Total Dept 000		1,015,134.00		968,097.11	26,547.16		47,036.89	95.37
TOTAL REVENUES								
		1,015,134.00		968,097.11	26,547.16		47,036.89	95.37
Expenditures								
Dept 336-FIRE FUND								
206-336-702.000	BOARD SALARY	3,000.00		1,560.00	150.00		1,440.00	52.00
206-336-704.000	CHIEF SALARY	65,000.00		43,840.83	2,500.00		21,159.17	67.45
206-336-705.000	OFFICER SALARIES	10,300.00		4,629.07	512.49		5,670.93	44.94
206-336-708.000	CAREER FIREFIGHTER	136,375.00		95,079.37	5,361.92		41,295.63	69.72
206-336-709.000	OPERATIONAL WAGES	63,000.00		40,041.01	2,978.00		22,958.99	63.56
206-336-710.000	FIRE CALLS	43,500.00		33,281.00	2,592.50		10,219.00	76.51
206-336-711.000	MEDICAL CALLS	27,000.00		19,065.00	1,911.00		7,935.00	70.61
206-336-712.000	TRAINING	20,000.00		13,810.00	2,030.00		6,190.00	69.05
206-336-713.000	SPECIAL EVENTS	7,000.00		5,780.90	200.00		1,219.10	82.58
206-336-720.000	PAYROLL TAXES	27,750.00		20,288.32	1,326.20		7,461.68	73.11
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	63,000.00		47,882.22	4,188.51		15,117.78	76.00
206-336-722.000	WORKER COMP INSURANCE	23,500.00		23,198.12	5,250.75		301.88	98.72
206-336-723.000	RETIREMENT	40,000.00		29,289.38	1,747.55		10,710.62	73.22
206-336-727.000	OPERATING SUPPLIES	14,000.00		11,321.17	(28.86)		2,678.83	80.87
206-336-728.000	GAS & OIL	10,000.00		4,452.81	0.00		5,547.19	44.53
206-336-730.000	PROFESSIONAL SERVICES	18,000.00		10,240.11	667.00		7,759.89	56.89
206-336-742.000	TESTING, REPAIR & REPLACEMENT	11,500.00		5,786.11	0.00		5,713.89	50.31
206-336-745.000	STATION TOOLS	2,500.00		1,135.11	0.00		1,364.89	45.40
206-336-746.000	FIRE FIGHTER TOOLS	6,400.00		5,888.76	245.00		511.24	92.01
206-336-751.000	PHONES	9,000.00		7,107.63	399.28		1,892.37	78.97
206-336-752.000	UTILITIES	11,000.00		7,850.43	1,021.78		3,149.57	71.37
206-336-759.000	HYDRANT MAINTENANCE	500.00		0.00	0.00		500.00	0.00
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	45,000.00		41,180.55	5,408.30		3,819.45	91.51
206-336-761.000	BOAT MAINTENANCE	10,000.00		5,827.36	0.00		4,172.64	58.27
206-336-762.000	RADIO & PAGER R&R	4,500.00		4,161.53	564.00		338.47	92.48
206-336-763.000	BUILDING REPAIR & MAINTENANCE	16,000.00		15,238.87	2,134.84		761.13	95.24
206-336-764.000	BUILDING SECURITY	7,800.00		7,384.16	222.00		415.84	94.67
206-336-767.000	DUES & SUBSCRIPTIONS	2,200.00		2,126.74	0.00		73.26	96.67
206-336-770.000	OFFICE EXPENSES	7,000.00		6,090.88	544.85		909.12	87.01
206-336-771.000	TECHNOLOGY	9,600.00		4,314.85	1,145.77		5,285.15	44.95
206-336-775.000	BUILDING INSPECTIONS	500.00		258.30	36.45		241.70	51.66
206-336-780.000	UNIFORMS	7,000.00		4,527.16	214.87		2,472.84	64.67
206-336-781.000	TURN OUT GEAR	8,500.00		6,302.06	1,647.31		2,197.94	74.14
206-336-785.000	EDUCATION	15,000.00		7,643.97	1,335.85		7,356.03	50.96
206-336-791.000	MEDICAL SUPPLY	6,500.00		6,046.79	147.96		453.21	93.03



SAUGATUCK TOWNSHIP

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FAX (269) 857-4542

An Open Letter to Residents of Saugatuck Township

April 5th 2017

Dear Residents,

As stakeholders of the Community, the Township Board invites you to participate in a public hearing discussion of the Lakeshore Drive washout to be held at the Saugatuck Township Hall, May 3rd 2017 at 6:00 p.m. Township Board Members would like to hear from you whether you feel the current status of disrepair of the washout is a concern to you as a taxpayer, property owner, and/or user of the primary road system in Saugatuck Township and Allegan County.

According to a plan study performed in 1988, wind and wave action have eroded the base along portions of Lakeshore Drive in Saugatuck Township; causing the road to be closed to north-south traffic between Wiley Road and 124th Avenue (M-89). The Allegan County Road Commission who is responsible to maintain access of this primary road, has evaluated alternative solutions in the past, but to date, not been able to reestablish its use for the public or emergency services.

Since this time, discussions have been had regarding access around the washout but no final determination has been provided to the public as to when, if ever, this road will be repaired, relocated, or abandoned to private property owners.

The Saugatuck Township Fire District is concerned with the delayed response times and the impact the washout has had on the delivery of emergency services. Currently, emergency response to locations south of the washout takes 42% longer due to the one access road from either direction caused by the washout. The District is interested, along with the Township in enhancing the level of public safety to residents along Lakeshore Drive that are affected by the washout. (STFD Comments)

It is the intention of the Township Board to solicit your opinion at this public hearing and evaluate the total impact of this road's closure upon the Township's planned land uses and the delivery of public services including emergency services of 911 Central Dispatch, Allegan County Sherriff's Department, ambulance services, and the Saugatuck Township Fire District.

Please feel free to contact the Saugatuck Township Office or write to the Township Board if you cannot attend the public hearing and would like to submit an opinion or comment(s) regarding the Lakeshore Drive washout and its disrepair.

Thank you,

Saugatuck Township Board

Saugatuck Township Fire District

Dean Kapenga, Allegan County Commissioner District #1



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
269 857-3000 / Fax: 269 857-1228
E-mail: office@saugatuckfire.org

February 15, 2017

Board of Trustees
Township of Saugatuck
3461 Blue Star Highway
Saugatuck, MI 49453

Re: Discussion Draft Ordinance Amendment regarding Fire Prevention and Protection Code

Dear Trustees,

We are in receipt of the Discussion Draft of Ordinance to amend sections 16-27 and Chapter 16, dated 2/10/17 to regulate Fire Prevention and Protection. After careful review, and discussion, we would like to offer the following recommendations and qualifying statements.

The intent of the International Fire Code (IFC) is to regulate conditions related to the health, safety, and welfare of the public, the firefighters, and other emergency responders called upon to conduct emergency operations in, or on any building, structure, or premises. We feel the proposed ordinance amendment compromises the health, safety, and welfare of the public, firefighters, and emergency responders.

A fire code official's independence is essential so that public safety decisions are not based on political, economic or social expediencies. This is not to say that social, political and economic considerations should not weigh in when deciding some code questions, but the interests of public health, safety and welfare must not be compromised to achieve such objectives. Protection of officials from removal from office without cause helps ensure that reasonable and competent professionals will be willing to serve.

In 2014, a Community Risk Reduction (CRR) Analysis was conducted as the result of complaints from emergency responders concerning inaccessible driveways to residential dwellings. The CRR Analysis was conducted in accordance with the National Fire Protection Association (NFPA) Code 1300 – the Standard on Community Risk Assessment and Community Risk Reduction Plan Development. Community Risk Reduction is recognized by the Insurance Services Office (ISO) who determine insurance rates based on several fire safety features. The CRR analysis identified and prioritize local risk, followed by a plan of correction to reduce the occurrence and impact. The risk assessment process identified inaccessible driveways to residential dwellings as the number one deficiency within the Township of Saugatuck. This information was brought to the attention of the Township Board of Trustees at the Township of Saugatuck Board meeting on January 7, 2015, resulting in revising the building permit process for one and two family dwellings to include approved site plans, access road dimensions and water supplies. The proposed ordinance revision is contrary to the Community Risk Reduction Analysis, and reduces the ability to mitigate and minimize risk within the Fire District.

The District is hopeful that the Township would be willing to consider not modifying the current adoption of the fire code. The District would prefer to work alongside the Township to establish specific guidelines that address the Township and the taxpayer's concerns, but still provide for a high level of safety for the public and emergency responders. 14 of the District's 29 personnel are also taxpayers within the Township, and have a vested interest in keeping the public safe, as well as minimizing expenditures in regards to this project. We outlined some questions and concerns on the next few pages in regards to the discussion draft line items.



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Section 102.1 – Add

Fire District Comments

1. Development or new subdivisions, site condominiums, or other large-scale residential developments appears ambiguous. What defines a new subdivision or a large-scale development, can this be quantified?
2. How many parcels, lots, dwellings, or structures are required to implement this?

Section 102.5 Deleted

Fire District Comments

1. How are we to access, perform emergency operations, and protect life and property at one and two family dwellings if there are not proper driveway and access road widths and turnarounds?
2. These specific requirements of the code are applicable because they include design and construction regulations that provide necessary emergency access and community fire protection for residential developments containing structures that are regulated within the scope of the IRC.

Section 105 – Deleted All and Replaced

Fire District Comments

1. Is the Township Building Official a subject matter expert in all areas pertaining to Section 105 of the IFC, and does he/she possess the necessary qualifications to review plans for the following?
 - a. Fire Alarm Plans
 - b. Fire Suppression & Fire Protection System Shop Drawings
 - c. Hood Suppression Systems
 - d. Testing and Inspection of all the above systems
 - e. Flammable and Combustible Liquids, etc.
2. Open Burning requires a permit. 130 burn permits were issued by the Fire District in 2016 within the Township. Is the building official able to issue burn permits, and available to respond 24/7 to complaints in regards to open burning?
3. Will the building official respond to all open burning complaints to issue stop burning/stop work orders and/or extinguish the fire(s)?
4. Who will be financially responsible for the Fire District's response to illegal burning, or burning without permit(s)?

Section 111.1 – Amended

Fire District Comments

1. The fire code official is authorized to issue a stop work order when the work does not comply with the code. It is our belief that the fire code official is a subject matter expert in the applicability of enforcement of the fire code and can render interpretations that are consistent with the intent and purpose of the code.
2. The fire code official is not expected to be a subject matter expert in the building code, and we do not feel the building official should be expected to be a subject matter expert in the fire code.

Section 111.3 – Amended

Fire District Comments

1. The intent of the code is to allow the fire code official to stop the work in dispute *immediately* when in his/her opinion, there is an unsafe condition created by the work.
2. We question the building official's availability to effectively and efficiently to issue stop work orders in a timely manner. Emergency responses happen 24/7, and we do not feel there should be a delay in stopping serious life safety hazards.



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Section 113 – Deleted and Replaced

Fire District Comments

1. The Fire District invoices for fees in the City of Saugatuck, and the City of the Village of Douglas. It seems appropriate to do the same in the Township, if the developers, owners, agents, and contractors are adequately notified prior to receiving said invoices.
2. It simplifies the process and provides consistency for the Fire District plan reviewer(s) to follow the same procedures for all plan reviews and inspection fees as determined by the Fire District Board.
3. Utilizing different procedures and fee schedules will likely result in excessive time being spent by the plan reviewer and increased chances of inconsistency and costs to the District taxpayers.

Section 2 – Chapter 16

Fire District Comments

1. Many incidents on I-196 which is primarily in the Township of Saugatuck's jurisdiction, are invoiced to passing motorists that are deemed at-fault in motor vehicle incidents.
2. Invoices are currently distributed immediately, and often paid to the local towing companies, which then reimburse the Fire District.
3. A typical I-196 highway call, where an out-of-state semi driver causes an incident while driving too fast for conditions, has resulted in \$4,000 in wage and operating costs to the Fire District. These types of incidents consume three to four hours with numerous Fire District personnel and effectively shut down I-196, increasing the risks of secondary motor vehicle incidents on Blue Star Highway. Costs are invoiced to the respective heavy wrecker services at the time of the incident per their request.
4. If the proposed ordinance changes are made, the District will have difficulty collecting invoices for these extended hazardous material spills, which can be far costlier than \$4,000.
5. Waiting for Township Trustee / Board approval will result in the inability to collect for expenses from out-of-state or non-Township residents. These costs will be shared by Township, Saugatuck City and Douglas District taxpayers.
6. Mutual Aid from neighboring fire departments is utilized incidents due to low staffing levels.
7. If the Township eliminates cost recovery, it will make it very difficult for Mutual Aid departments to recoup costs incurred during an assist to the District.
8. Budgets of Mutual aid departments may need to be increased to offset the elimination or revision of the cost recovery ordinance.
9. If a non-taxpayer has a need for the District and Mutual Aid, they should reimburse the fire departments for services rendered. The taxpayers that fund the fire departments should not be expected to shoulder these costs.
10. If the District assists a Mutual Aid fire department, and the Mutual Aid department attempts to collect cost recovery for the District's expenses, how will the neighboring Mutual Aid departments feel if the tables are turned and the District is unable to recoup costs for the others?

Section 16-57(d)

Fire District Comments

1. The definition *Extraordinary Emergency Incident* implies that the Fire District will not be able to recover costs for motor vehicle incidents, drunk driving, semi-truck incidents, extrication and multi-vehicle motor vehicle incidents. Is this the Township's intention?
2. If it is the desire of the Township Board of Trustees that the Fire District not invoice for Cost Recovery to Township taxpayers, would it not be simpler to add that to the existing ordinance, which would allow the District to continue to save taxpayers money when incidents are caused by non-taxpayers?

Respectfully Yours,
Greg Janik
Fire Chief/Fire Marshal

Cc: Jane Verplank – Fire Board Chairperson (via email)