



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 – June 19th, 2017

AGENDA

1. Call to Order / Roll Call:
2. Approval of Agenda (*additions / deletions*):
3. Approval of Minutes:
 - A. May 15th, 2017
4. Public Comment on Agenda Items Only (Limit 3 minutes):
5. Fire District Budget – Public Hearing (Limit 5 minutes):
6. Fire Chief Comments:
 - A. Incident Reports / Calls to Date / Overlapping Calls
 - B. Inspections/Plan Reviews
 - C. Community Risk Reduction
 1. Community CPR Courses
 - i. 2017 CPR Course Dates are posted at www.saugatuckfire.org/cpr
 2. Douglas Elementary Prevention Education – 5/25/2017 – Pizza Coupon Distribution
 - i. 182 of 182 PreK-2nd Grade students successfully completed a home escape plan.
 - ii. Thank You to Back Alley Pizza Joint for their generous contribution.
 3. Tori Kunkel & Monday Crew – CPR Save at Saugatuck High School
 - D. Grant Updates
 1. FEMA Assistance to Firefighter's Grant Awarded – \$41,885 to purchase Large Diameter Hose & Roll n Rack Hose Rolling Machine. District share of \$2,094.
 - E. Certifications
 1. Kaleigh Dornbush & Jim Meiste – State of Michigan – Firefighter 1 & 2
7. Request for Payment:
 - a. Budget Adjustment
 - b. Account Payables
 - c. Financial Report
8. Unfinished Business:
 - A. Township of Saugatuck – Fire Code Ordinance Revision and Cost Recovery – Discussion
9. New Business:
 - A. MMRMA Insurance Review & Disbursements
 - B. Funding Approval Request – Large Diameter Hose & Roll n Rack Hose Rolling Machine
 - C. Funding Approval Request – Ricoh Copy Machine
 - D. Funding Approval Request – Genesis Hydraulic Power Unit & Ram
 - E. Tanker #2142 – Tank Failure
 - F. Fire Prevention Open House Date – Sunday 10/1/2017
10. Correspondence:
 - A. Thank You – Sgt. Todd Wagner
 - B. Thank You – Susan Edgcomb Dickins
11. Public Comments: (Limit 3 minutes):
12. Fire Board Comments:
13. 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 – May 15th, 2017

DRAFT MINUTES

1. Call to Order / Roll Call: Meeting called to order by J. Verplank at 4:02pm
Present: R. McIlwaine, E. Beckman, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen
Absent with prior notice: None
Also Present: Chief Gregory Janik, P. Stanislawski
2. Approval of Agenda (*additions / deletions*): add 5e under Fire Chief's Comments - Training
Motion by Phelps 2nd by McIlwaine, to approve the agenda with amendments. All approve, motion carries unanimously.
Approval of Minutes:
 - A. April 17th, 2017
 - a. Motion by Beckman, 2nd by Starring to approve the minutes of the 4/17/2017 fire board meeting with the deletion of "Township of Saugatuck" under 8b. All approve, motion carries unanimously.
 - B. April 25th, 2017
 - a. Motion by Mooradian, 2nd by Starring to approve the minutes of the 4/25/2017 fire board meeting as amended to change the word "requesting" to "requested" under 8b. All approve, motion carries unanimously.
3. Public Comment on Agenda Items Only (Limit 3 minutes): None
4. Fire Chief Comments:
 - A. Incident Reports / Calls to Date / Overlapping Calls
 1. Incident report statistics were reviewed. 202 calls to date for 2017
 2. 5:47 - average response time year to date.
 - B. Inspections/Plan Reviews
 1. Inspection report since the 4/17/2017 meeting was reviewed.
 - C. Community Risk Reduction
 1. Community CPR Courses
 - i. 2017 CPR Course Dates are posted at www.saugatuckfire.org/cpr
 2. Douglas Elementary Prevention Education – 4/20/2017 – Egress Evacuation Drill
 - i. 361 Students and 22 staff evacuated via the windows of each classroom.
 3. Douglas Mobile Estates Alarm Install Blitz Statistic Review – April 22nd, 2017
 - i. Installed 101 smoke alarms & 32 CO Alarms in 34 of 82 Homes accessed.
 - ii. 14 of 34 homes or 42% had No working Smoke Alarms prior to our arrival
 - iii. 30 of 34 homes or 88% had No working CO Alarms prior to our arrival.
 - iv. Thanks to Graafschap Fire for assisting with the install blitz.
 - D. Grant Updates
 1. FEMA FP&S Grant – Fire Safety Bounce House - Total \$19,370 with District Share of \$986.50 will be submitted by 5/17/2017.
 - E. Training
 1. C. Bernhardt is part time on Mondays and Fridays and has been trained on most all of the apparatus in just 3 weeks. Working on training on the fireboats currently.
 2. Will continue to work with other staff to become trained and proficient in the same.



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5. Request for Payment:
 - a. Account Payables
 - i. Motion by Phelps, 2nd by Beckman to pay the bills as presented in the amount of \$58,732.11. All approve, motion carries unanimously.
 - b. Financial Report
 - i. Financial Reports year to date were reviewed by P. Stanislawski.
6. Unfinished Business:
 - A. Township of Saugatuck – Fire Code Ordinance Revision and Cost Recovery – Discussion
 - i. Attorneys from all entities are attempting to establish a meeting date. One fire board member from each municipality, the managers, and zoning administrators will be attending the meeting.
 - ii. Fire District has proposed a “Policy Statement,” rather than an ordinance amendment to save the district, the taxpayers, and the township money.
 - iii. R. McIlwaine stated the Township feels that their Zoning Administrator should be the one approving cost recovery filings, and then collecting funds for the Fire District.
 - iv. G. Janik stated that the current appeals process of the Fire Board, and then the Township board allows a group of people to make the decision, rather than a single zoning administrator.
7. New Business:
 - A. Holland Fire Department – Hale Fire Pump Donation Request
 - a. Motion by Phelps, 2nd by McIlwaine to donate the Hale Fire Pump to the Holland Fire Department. All approve, motion carries unanimously.
 - B. Fire District Budget – Public Hearing – Monday June 19th, 2017 – 4:00pm
 - a. Motion by Beckman, 2nd by Phelps to hold the Fire District Fire Budget Public Hearing on Monday June 19th, 2017 at 4:00pm. All approve, motion carries unanimously.
 - C. Review of a Complaint against a public officer, employee or staff.
 - a. Review of a complaint from Mark Erlandson against Chief Greg Janik from ten months ago.
 - b. Discussed incident on Easter Sunday where Mr. Erlandson was hostile to the crews and Chief Janik.
 - c. Chief Janik has nothing against Mr. Erlandson, and has no idea why Mr. Erlandson continues to come after Chief Janik.
 - d. Mark Erlandson made a statement to a mutual acquaintance of Chief Janik that he is on a mission to take Chief Janik down.
 - e. E. Beckman stated that if there was truly a problem with Chief Janik, Mr. Erlandson should have addressed within 30 days, not 10 months after the fact.
 - f. R. McIlwaine stated that this is the 1st complaint the board has ever received about Chief Janik during his employment with Saugatuck Fire.
 - g. Motion by Christensen, 2nd by Beckman to send a letter Mr. Mark Erlandson that the fire board is in receipt of Mr. Erlandson’s complaint from May 1st, 2017.



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8. Correspondence:

- A. Local Observer Thank You – Mike England – Sam Grant Farnsworth
 - i. Special Thank You from the family to the first responders and Mike England for their quick and professional response.
- B. Holland Sentinel Article was reviewed recognizing Holland Fire Departments delayed response times due to understaffing.
- C. Chief Janik's hat is off to Scott Sullivan and his recent column correcting the previous article about the fire code that did not include the Fire District's position. Chief Janik appreciates the apology from Scott to him and to the firefighters.

9. Public Comments: (Limit 3 minutes):

- A. C. Mantels commented he feels it is a waste of money to pay attorneys to meet about the fire code. That being said, the only way to talk to an attorney, is with another attorney. He is hopeful that both entities will be able to meet with Managers and Zoning Administrators and save the \$400/hour cost of two attorneys driving down from Grand Rapids. If the Township is going to have their attorney present, however, the Fire District should also have their attorney as well.
- B. E. Kirchert commented on the new NIMS State of Michigan EMS reporting system. E. Kirchert and J. Mileskiewicz have attending the training, and now the Fire District is 7 months ahead of the rest of the state on the new EMS reporting system.

10. Fire Board Comments: None

11. Adjournment: Meeting adjourned at 5:17pm

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SAUGATUCK FIRE DISTRICT

JOURNAL ENTRY

JE: 61

Post Date: 06/16/2017
 Entry Date: 06/16/2017
 Description: BUDGET AMENDMENT

Entered By: Peter
 Journal: BA

GL #	Description	DR	CR
206-000-450.000	FIRE SERVICES	514.00	
206-000-460.000	INSPECTION & PLAN REVIEW FEES	5,575.00	
206-000-465.000	COST RECOVERY	777.00	
206-000-560.000	GRANTS & DONATIONS		575.00
206-000-561.000	REGIONAL TRAINING CENTER		7,000.00
206-336-702.000	BOARD SALARY	450.00	
206-336-704.000	CHIEF SALARY		100.00
206-336-705.000	OFFICER SALARIES	2,700.00	
206-336-708.000	CAREER FIREFIGHTER		4,300.00
206-336-709.000	OPERATIONAL WAGES	1,800.00	
206-336-712.000	TRAINING		2,300.00
206-336-713.000	SPECIAL EVENTS		1,800.00
206-336-720.000	PAYROLL TAXES		2,000.00
206-336-720.000	PAYROLL TAXES	300.00	
206-336-723.000	RETIREMENT		2,700.00
206-336-727.000	OPERATING SUPPLIES		1,300.00
206-336-742.000	TESTING, REPAIR & REPLACEMENT	3,500.00	
206-336-745.000	STATION TOOLS	1,000.00	
206-336-751.000	PHONES		1,400.00
206-336-752.000	UTILITIES		500.00
206-336-759.000	HYDRANT MAINTENANCE	400.00	
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE		1,500.00
206-336-761.000	BOAT MAINTENANCE		700.00
206-336-763.000	BUILDING REPAIR & MAINTENANCE		8,000.00
206-336-767.000	DUES & SUBSCRIPTIONS		700.00
206-336-770.000	OFFICE EXPENSES		500.00
206-336-771.000	TECHNOLOGY	3,900.00	
206-336-775.000	BUILDING INSPECTIONS	200.00	
206-336-781.000	TURN OUT GEAR	2,000.00	
206-336-785.000	EDUCATION	4,900.00	
206-336-791.000	MEDICAL SUPPLY		500.00
206-336-796.000	PHYSICALS	1,600.00	
206-336-815.000	GENERAL INSURANCE	4,075.00	
206-336-980.000	SMALL CAPITAL	6,200.00	
206-336-985.000	LONG TERM CAPITAL		14,100.00
Journal Total:		39,891.00	49,975.00

APPROVED BY: _____

SAUGATUCK FIRE DISTRICT

JOURNAL ENTRY

JE: 63

Post Date: 06/16/2017

Entered By: Peter

Entry Date: 06/16/2017

Journal: BA

Description: BUDGET AMENDMENT

MISSED LINE ITEM

GL #	Description	DR	CR
206-336-805.000	REGIONAL TRAINING CENTER	7,000.00	
	Journal Total:	7,000.00	0.00

APPROVED BY: _____

SAUGATUCK FIRE DISTRICT

JOURNAL ENTRY

JE: 62

Post Date: 06/16/2017
Entry Date: 06/16/2017
Description: NEW FUND

Entered By: Peter
Journal: BA

GL #	Description	DR	CR
210-000-561.000	REGIONAL TRAINING CENTER	16,675.00	
210-338-730.000	PROFESSIONAL SERVICES		16,675.00
	Journal Total:	16,675.00	16,675.00

APPROVED BY: _____

06/16/2017		CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT		
		CHECK DATE FROM 05/16/2017 - 06/19/2017		
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
05/19/2017	DD1340(A)	BETTS, MICHAEL	PAYROLL	828.66
05/19/2017	DD1341(A)	GROENDYKE, BRET	PAYROLL	366.12
05/19/2017	DD1342(A)	JANIK, GREG	PAYROLL	1,758.12
05/19/2017	DD1343(A)	MANTELS, CHRISTOPHER	PAYROLL	1,576.90
05/19/2017	DD1344(A)	MILESKIEWICZ, JOHN	PAYROLL	907.15
05/19/2017	DD1345(A)	VAN OSS, BRENT	PAYROLL	1,547.35
05/19/2017	EFT333(E)	457 MERS	PAYROLL	998.46
05/19/2017	EFT334(E)	MISDU	PAYROLL	217.86
05/19/2017	EFT335(E)	IRS	PAYROLL	2,595.44
05/19/2017	EFT336(E)	MERS	PAYROLL	1,924.60
05/19/2017	EFT337(E)	STATE OF MICHIGAN	PAYROLL	1,167.93
05/31/2017	783(E)	FIRST BANKCARD	BOAT MAINTENANCE, MEDICAL & SUPPLIES	2,751.05
06/02/2017	DD1346(A)	BETTS, MICHAEL	PAYROLL	828.67
06/02/2017	DD1347(A)	JANIK, GREG	PAYROLL	1,758.12
06/02/2017	DD1348(A)	MANTELS, CHRISTOPHER	PAYROLL	1,378.73
06/02/2017	DD1349(A)	MILESKIEWICZ, JOHN	PAYROLL	907.15
06/02/2017	DD1350(A)	VAN OSS, BRENT	PAYROLL	1,547.35
06/02/2017	EFT338(E)	457 MERS	PAYROLL	978.96
06/02/2017	EFT339(E)	MISDU	PAYROLL	217.86
06/02/2017	EFT340(E)	IRS	PAYROLL	2,367.70
06/08/2017	DD1351(A)	BECKMAN, ERIC	PAYROLL	25.82
06/08/2017	DD1352(A)	BEEK, HEATHER	PAYROLL	53.83
06/08/2017	DD1353(A)	BERNHARDY, CHRISTOPHER	PAYROLL	816.87
06/08/2017	DD1354(A)	BETTS, MICHAEL	PAYROLL	270.88
06/08/2017	DD1355(A)	BLATT, DAVID	PAYROLL	672.49
06/08/2017	DD1356(A)	BLOK, MICHAEL	PAYROLL	300.58
06/08/2017	DD1357(A)	BRUNSTING, JESSICA	PAYROLL	382.30
06/08/2017	DD1358(A)	CHRISTENSEN, ROBERT	PAYROLL	26.13
06/08/2017	DD1359(A)	DORNBUSH, JEFFREY	PAYROLL	20.00
06/08/2017	DD1360(A)	DORNBUSH, KALEIGH	PAYROLL	88.10
06/08/2017	DD1361(A)	ENGLAND, MICHAEL	PAYROLL	37.36
06/08/2017	DD1362(A)	GARGANO, CHRISTINE	PAYROLL	87.31
06/08/2017	DD1363(A)	GARGANO, MARK	PAYROLL	180.39
06/08/2017	DD1364(A)	GROENDYKE, BRET	PAYROLL	130.64
06/08/2017	DD1365(A)	KERRIDGE, ADAM	PAYROLL	114.49
06/08/2017	DD1366(A)	KIRCHERT, ERIK	PAYROLL	699.08
06/08/2017	DD1367(A)	MANTELS, CHRISTOPHER	PAYROLL	195.48
06/08/2017	DD1368(A)	MC ILWAINE, ROY	PAYROLL	26.43
06/08/2017	DD1369(A)	MC LEIEER, MICHAEL	PAYROLL	26.42
06/08/2017	DD1370(A)	MEISTE, JAMES	PAYROLL	26.43
06/08/2017	DD1371(A)	MEYER, KYLE	PAYROLL	635.27

06/16/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 05/16/2017 - 06/19/2017				
Check Date	Check	Vendor Name	Description	Amount
06/08/2017	DD1372(A)	MILESKIEWICZ, JOHN	PAYROLL	349.73
06/08/2017	DD1373(A)	MOKMA, WAYNE	PAYROLL	329.94
06/08/2017	DD1374(A)	MOORADIAN, KATHRYN	PAYROLL	26.13
06/08/2017	19495	PHELPS, DONALD	PAYROLL	26.43
06/08/2017	DD1375(A)	STARRING, LINUS	PAYROLL	305.46
06/08/2017	DD1376(A)	STARRING, MARILYN	PAYROLL	26.13
06/08/2017	DD1377(A)	STILLE, THOMAS	PAYROLL	188.66
06/08/2017	STUB50(A)	STURM, ELLIOTT	PAYROLL	0.00
06/08/2017	DD1378(A)	VAN AUKEN, LAUREL	PAYROLL	246.16
06/08/2017	DD1379(A)	VAN OSS, BRENT	PAYROLL	287.12
06/08/2017	DD1380(A)	VERPLANK, JANE	PAYROLL	26.43
06/08/2017	DD1381(A)	WILKINSON, ERIN	PAYROLL	429.19
06/08/2017	EFT341(E)	457 MERS	PAYROLL	1,865.50
06/08/2017	EFT342(E)	MISDU	PAYROLL	266.28
06/08/2017	EFT343(E)	IRS	PAYROLL	2,129.59
06/16/2017	DD1382(A)	BETTS, MICHAEL	PAYROLL	828.66
06/16/2017	DD1383(A)	JANIK, GREG	PAYROLL	1,758.12
06/16/2017	DD1384(A)	MANTELS, CHRISTOPHER	PAYROLL	1,378.73
06/16/2017	DD1385(A)	MILESKIEWICZ, JOHN	PAYROLL	907.15
06/16/2017	DD1386(A)	VAN OSS, BRENT	PAYROLL	1,547.34
06/16/2017	EFT344(E)	457 MERS	PAYROLL	978.96
06/16/2017	EFT345(E)	MISDU	PAYROLL	217.86
06/16/2017	EFT346(E)	IRS	PAYROLL	2,367.74
06/19/2017	19496	CRESCENT ELECTRIC SUPPLY CO	SUPPLIES	64.69
06/19/2017	19497	DOUGLAS SHELL	TIRE ROTATE	25.00
06/19/2017	19498	DUNES VIEW KWIK SHOP INC	GASOLINE & DIESEL	691.28
06/19/2017	19499	FASTENAL	SUPPLIES	466.50
06/19/2017	19500	IHLE AUTO PARTS	BOAT & SUPPLIES	618.78
06/19/2017	19501	INTERNATIONAL CODE COUNCIL INC	BOOKS	30.50
06/19/2017	19502	KEVIN VAN DEN BOSCH	REPAIRS	312.31
06/19/2017	19503	COMPAAN DOOR & OPERATOR INC	GARAGE DOOR OPENERS	301.00
06/19/2017	19504	DAVID BLATT	MEDICAL SUPPLY	37.18
06/19/2017	19505	ARMOR EXPRESS	BALLISTIC VEST	8,713.80
06/19/2017	19506	MOORE MEDICAL LLC	MEDICAL SUPPLIES	341.77
06/19/2017	19507	OVERISEL LUMBER CO	SUPPLIES	80.43
06/19/2017	19508	SOMETHING DIFFERENT SIGNS	SIGNS	48.00
06/19/2017	19509	STANDARD	INSURANCE	412.46
06/19/2017	19510	TOWER MARINE	FUEL	61.39
06/19/2017	784(E)	COMCAST	TELEPHONES & INTERNET	189.46
06/19/2017	785(E)	CONSUMERS ENERGY	BOAT DOCK	29.80
06/19/2017	786(E)	CONSUMERS ENERGY	FIRE BARN	404.47
06/19/2017	787(E)	ENGINEERED PROTECTION SYSTEMS	MONITORING FIRE ALARMS	222.00
06/19/2017	788(E)	FIRST BANKCARD	OFFICE SUPPLIES	901.41

06/16/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 05/16/2017 - 06/19/2017				
Check Date	Check	Vendor Name	Description	Amount
06/19/2017	789(E)	KAL LAKE SEWER WATER	WATER	105.10
06/19/2017	790(E)	KAL LAKE SEWER WATER	WATER	101.44
06/19/2017	791(E)	MENARDS	FIRE PREVENTION & SUPPLIES	1,031.50
06/19/2017	792(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	112.47
06/19/2017	793(E)	PRIORITY HEALTH	HEALTH INSURANCE	3,762.86
06/19/2017	794(E)	REPUBLIC SERVICES 240	TRASH	100.03
06/19/2017	795(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	534.33
06/19/2017	796(A)	APPLIED IMAGING	COPIER USE	268.75
06/19/2017	797(A)	BLOOM SLUGGETT MORGAN	LEGAL FEES	1,440.38
06/19/2017	798(A)	COUNTRYSIDE ELECTRIC INC	ELECTRIC REPAIRS BUILDING	5,207.92
06/19/2017	799(A)	FRIS OFFICE	OFFICE SUPPLIES	64.93
06/19/2017	800(A)	CHRIS MANTELS	TRAINING	150.00
06/19/2017	801(A)	LORRIE PASTOOR	CLEANING	160.00
06/19/2017	802(A)	PETROLEUM TECHNOLOGIES LLC	OIL ANALYSIS	51.00
06/19/2017	803(A)	PRAXAIR	CYLINDER RENTAL	83.52
06/19/2017	804(A)	RESCUE RESOURCES LLC	AIR BAGS	4,155.00
06/19/2017	805(A)	CITY OF SAUGATUCK	FINANCE SERVICES	1,250.00
06/19/2017	806(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	48.00
Total of 102 Checks:				80,507.25
Less 0 Void Checks:				0.00
Total of 102 Disbursements:				80,507.25

Vendor Name	Description	Amount
1. APPLIED IMAGING		
	COPIER USE	268.75
2. ARMOR EXPRESS		
	BALLISTIC VEST	8,713.80
3. BLOOM SLUGGETT MORGAN		
	LEGAL FEES	1,440.38
4. CHRIS MANTELS		
	TRAINING	150.00
5. CITY OF SAUGATUCK		
	FINANCE SERVICES	1,250.00
6. COMCAST		
	TELEPHONES & INTERNET	189.46
7. COMPAAN DOOR & OPERATOR INC		
	GARAGE DOOR OPENERS	158.00
	GARAGE DOOR OPENERS	143.00
	TOTAL	301.00
8. CONSUMERS ENERGY		
	BOAT DOCK	29.80
	FIRE BARN	404.47
	TOTAL	434.27
9. COUNTRYSIDE ELECTRIC INC		
	ELECTRIC REPAIRS BUILDING	5,207.92
10. CRESCENT ELECTRIC SUPPLY CO		
	SUPPLIES	49.73
	SUPPLIES	14.96
	TOTAL	64.69
11. DAVID BLATT		
	MEDICAL SUPPLY	37.18
12. DOUGLAS SHELL		
	TIRE ROTATE	25.00
13. DUNES VIEW KWIK SHOP INC		
	GASOLINE & DIESEL	691.28
14. ENGINEERED PROTECTION SYSTEMS INC		
	MONITORING FIRE ALARMS	222.00
15. FASTENAL		
	SUPPLIES	234.84
	SUPPLIES	68.07
	SUPPLIES	42.06
	SUPPLIES	44.68
	SUPPLIES	76.85
	TOTAL	466.50
16. FIRST BANKCARD		
	BOAT MAINTENANCE, MEDICAL & SUPPLIES	2,751.05
	DUES & MEDICAL	532.60
	OFFICE SUPPLIES	300.50
	POSTAGE & SUPPLIES	68.31
	TOTAL	3,652.46
17. FRIS OFFICE		
	OFFICE SUPPLIES	64.93
18. IHLE AUTO PARTS		
	BOAT & SUPPLIES	618.78
19. INTERNATIONAL CODE COUNCIL INC		
	BOOKS	30.50
20. KAL LAKE SEWER WATER		
	WATER	101.44

Vendor Name	Description	Amount
	WATER	105.10
	TOTAL	206.54
21. KEVIN VAN DEN BOSCH	REPAIRS	312.31
22. LORRIE PASTOOR	CLEANING	160.00
23. MENARDS	FIRE PREVENTION & SUPPLIES	1,031.50
24. MICHIGAN GAS UTILITIES	NATURAL GAS	112.47
25. MOORE MEDICAL LLC	MEDICAL SUPPLIES	341.77
26. OVERISEL LUMBER CO	SUPPLIES	80.43
27. PETROLEUM TECHNOLOGIES LLC	OIL ANALYSIS	51.00
28. PRAXAIR	CYLINDER RENTAL	83.52
29. PRIORITY HEALTH	HEALTH INSURANCE	3,762.86
30. REPUBLIC SERVICES 240	TRASH	100.03
31. RESCUE RESOURCES LLC	AIR BAGS	4,155.00
32. SOMETHING DIFFERENT SIGNS	SIGNS	48.00
33. STANDARD	INSURANCE	412.46
34. TOWER MARINE	FUEL	61.39
35. VERIZON WIRELESS	CELL PHONES & MODEMS	534.33
36. WEST MICHIGAN UNIFORM	SHOP TOWELS	48.00
TOTAL - ALL VENDORS		35,330.51
FUND TOTALS:		
Fund 206 - FIRE FUND		35,330.51

GL NUMBER	DESCRIPTION	2016-17		ACTIVITY FOR	% BGDG	
		AMENDED BUDGET	YTD BALANCE			MONTH 06/30/2017
		NORMAL	(ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	SAUGATUCK CITY	226,620.00	225,572.55	0.00	1,047.45	99.54
206-000-402.000	SAUGATUCK TOWNSHIP	466,485.00	466,360.58	0.00	124.42	99.97
206-000-403.000	DOUGLAS CITY	236,329.00	236,074.10	0.00	254.90	99.89
206-000-450.000	FIRE SERVICES	3,514.00	3,514.50	39.00	(0.50)	100.01
206-000-460.000	INSPECTION & PLAN REVIEW FEES	12,575.00	12,575.00	2,325.00	0.00	100.00
206-000-465.000	COST RECOVERY	19,777.00	19,776.27	0.00	0.73	100.00
206-000-560.000	GRANTS & DONATIONS	47,425.00	47,421.87	0.00	3.13	99.99
206-000-561.000	REGIONAL TRAINING CENTER	0.00	0.00	(16,675.00)	0.00	0.00
206-000-565.000	FINANCE/ LOANS	0.00	0.00	0.00	0.00	0.00
206-000-665.000	INTEREST	750.00	161.86	0.00	588.14	21.58
206-000-685.000	SALES OF ASSETS	950.00	950.00	0.00	0.00	100.00
Total Dept 000		1,014,425.00	1,012,406.73	(14,311.00)	2,018.27	99.80
TOTAL REVENUES		1,014,425.00	1,012,406.73	(14,311.00)	2,018.27	99.80
Expenditures						
Dept 336-FIRE FUND						
206-336-702.000	BOARD SALARY	2,550.00	2,310.00	210.00	240.00	90.59
206-336-704.000	CHIEF SALARY	65,100.00	61,340.83	5,000.00	3,759.17	94.23
206-336-705.000	OFFICER SALARIES	7,600.00	6,583.19	929.14	1,016.81	86.62
206-336-708.000	CAREER FIREFIGHTER	140,675.00	132,612.81	10,723.84	8,062.19	94.27
206-336-709.000	OPERATIONAL WAGES	61,200.00	56,173.31	5,287.75	5,026.69	91.79
206-336-710.000	FIRE CALLS	43,500.00	40,096.51	2,840.01	3,403.49	92.18
206-336-711.000	MEDICAL CALLS	27,000.00	24,324.49	1,754.49	2,675.51	90.09
206-336-712.000	TRAINING	22,300.00	20,230.00	1,970.00	2,070.00	90.72
206-336-713.000	SPECIAL EVENTS	8,800.00	8,514.40	137.50	285.60	96.75
206-336-720.000	PAYROLL TAXES	29,450.00	27,563.35	2,207.20	1,886.65	93.59
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	63,000.00	62,456.88	4,262.92	543.12	99.14
206-336-722.000	WORKER COMP INSURANCE	23,500.00	23,198.12	0.00	301.88	98.72
206-336-723.000	RETIREMENT	42,700.00	40,323.05	3,211.47	2,376.95	94.43
206-336-727.000	OPERATING SUPPLIES	15,300.00	15,154.20	614.49	145.80	99.05
206-336-728.000	GAS & OIL	10,000.00	8,557.01	752.67	1,442.99	85.57
206-336-730.000	PROFESSIONAL SERVICES	18,000.00	17,931.93	2,850.38	68.07	99.62
206-336-742.000	TESTING, REPAIR & REPLACEMENT	8,000.00	7,651.21	0.00	348.79	95.64
206-336-745.000	STATION TOOLS	1,500.00	1,228.24	0.00	271.76	81.88
206-336-746.000	FIRE FIGHTER TOOLS	6,400.00	6,326.21	0.00	73.79	98.85
206-336-751.000	PHONES	10,400.00	9,670.41	823.79	729.59	92.98
206-336-752.000	UTILITIES	11,500.00	10,664.85	853.31	835.15	92.74
206-336-759.000	HYDRANT MAINTENANCE	100.00	0.00	0.00	100.00	0.00
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	46,500.00	46,380.39	213.78	119.61	99.74
206-336-761.000	BOAT MAINTENANCE	10,700.00	10,065.69	669.78	634.31	94.07
206-336-762.000	RADIO & PAGER R&R	4,500.00	4,161.53	0.00	338.47	92.48
206-336-763.000	BUILDING REPAIR & MAINTENANCE	24,000.00	23,689.16	5,997.43	310.84	98.70
206-336-764.000	BUILDING SECURITY	7,800.00	7,606.16	222.00	193.84	97.51
206-336-767.000	DUES & SUBSCRIPTIONS	2,900.00	2,855.74	445.00	44.26	98.47
206-336-770.000	OFFICE EXPENSES	7,500.00	7,174.67	449.99	325.33	95.66
206-336-771.000	TECHNOLOGY	5,700.00	5,171.47	0.00	528.53	90.73
206-336-775.000	BUILDING INSPECTIONS	300.00	288.80	30.50	11.20	96.27
206-336-780.000	UNIFORMS	7,000.00	6,220.62	0.00	779.38	88.87
206-336-781.000	TURN OUT GEAR	6,500.00	6,302.06	0.00	197.94	96.95
206-336-785.000	EDUCATION	10,100.00	9,870.43	450.50	229.57	97.73
206-336-791.000	MEDICAL SUPPLY	7,000.00	6,647.64	378.95	352.36	94.97

PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGDG		
		AMENDED BUDGET	NORMAL	06/30/2017	(ABNORMAL)	MONTH	06/30/2017	INCREASE	(DECREASE)		NORMAL	(ABNORMAL)
Fund 206 - FIRE FUND												
Expenditures												
206-336-795.000	FIRE PREVENTION	8,000.00		7,459.74		795.17		540.26		93.25		
206-336-796.000	PHYSICALS	1,400.00		1,324.05		0.00		75.95		94.58		
206-336-805.000	REGIONAL TRAINING CENTER	0.00		0.00		(1,431.50)		0.00		0.00		
206-336-815.000	GENERAL INSURANCE	7,262.00		7,262.00		0.00		0.00		100.00		
206-336-861.000	TAX CHARGE BACK	500.00		259.94		0.00		240.06		51.99		
206-336-975.000	LOAN PAYMENT	42,063.00		42,062.92		0.00		0.08		100.00		
206-336-980.000	SMALL CAPITAL	47,250.00		47,150.60		0.00		99.40		99.79		
206-336-985.000	LONG TERM CAPITAL	187,683.00		174,400.35		12,868.80		13,282.65		92.92		
206-336-986.000	CAPITAL FUND TRANSFER	0.00		0.00		0.00		0.00		0.00		
Total Dept 336-FIRE FUND		1,053,233.00		999,264.96		65,519.36		53,968.04		94.88		
TOTAL EXPENDITURES		1,053,233.00		999,264.96		65,519.36		53,968.04		94.88		
Fund 206 - FIRE FUND:												
TOTAL REVENUES		1,014,425.00		1,012,406.73		(14,311.00)		2,018.27		99.80		
TOTAL EXPENDITURES		1,053,233.00		999,264.96		65,519.36		53,968.04		94.88		
NET OF REVENUES & EXPENDITURES		(38,808.00)		13,141.77		(79,830.36)		(51,949.77)		33.86		

PERIOD ENDING 06/30/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	06/30/2017	06/30/2017	MONTH 06/30/2017	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 210 - REGIONAL TRAINING CENTER										
Revenues										
Dept 000										
210-000-450.000	FIRE SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
210-000-560.000	GRANTS & DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
210-000-561.000	REGIONAL TRAINING CENTER	16,675.00	16,675.00	16,675.00	16,675.00	16,675.00	16,675.00	0.00	0.00	100.00
Total Dept 000		16,675.00	16,675.00	16,675.00	16,675.00	16,675.00	16,675.00	0.00	0.00	100.00
TOTAL REVENUES		16,675.00	16,675.00	16,675.00	16,675.00	16,675.00	16,675.00	0.00	0.00	100.00
Expenditures										
Dept 338-TRAINING CENTER										
210-338-730.000	PROFESSIONAL SERVICES	16,675.00	1,431.50	1,431.50	1,431.50	1,431.50	1,431.50	15,243.50	0.00	8.58
210-338-805.000	REGIONAL TRAINING CENTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 338-TRAINING CENTER		16,675.00	1,431.50	1,431.50	1,431.50	1,431.50	1,431.50	15,243.50	0.00	8.58
TOTAL EXPENDITURES		16,675.00	1,431.50	1,431.50	1,431.50	1,431.50	1,431.50	15,243.50	0.00	8.58
Fund 210 - REGIONAL TRAINING CENTER:										
TOTAL REVENUES		16,675.00	16,675.00	16,675.00	16,675.00	16,675.00	16,675.00	0.00	0.00	100.00
TOTAL EXPENDITURES		16,675.00	1,431.50	1,431.50	1,431.50	1,431.50	1,431.50	15,243.50	0.00	8.58
NET OF REVENUES & EXPENDITURES		0.00	15,243.50	15,243.50	15,243.50	15,243.50	15,243.50	(15,243.50)	0.00	100.00
TOTAL REVENUES - ALL FUNDS										
TOTAL EXPENDITURES - ALL FUNDS		1,031,100.00	1,029,081.73	1,029,081.73	2,364.00	2,364.00	2,364.00	2,018.27	99.80	
NET OF REVENUES & EXPENDITURES		1,069,908.00	1,000,696.46	1,000,696.46	66,950.86	66,950.86	66,950.86	69,211.54	93.53	
		(38,808.00)	28,385.27	28,385.27	(64,586.86)	(64,586.86)	(64,586.86)	(67,193.27)	73.14	



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



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

June 15, 2017

Michigan Municipal Risk Management Authority
MMRMA
Policy Effective Dates: July 01, 2017 to July 01, 2018

Insurance Coverage Review – Chief Greg Janik

Overview

- Fire District annual premium has increased from \$20,865 to \$21,978, or \$1,013 (4.8%)
 - Increase is the result of increased costs in auto liability and vehicle replacement costs
 - The Fire District will be receiving two refund checks from MMRMA, one from the net asset distribution and one from state pool loss fund excess asset distribution
 - Data Breach Liability Coverage has been increased by MMRMA from \$1,000,000 to \$5,000,000 due to the sharp increase in data breach
 - Total MMRMA Risk Avoidance Program (RAP) Grant Awards for fiscal year in the amount \$9,457
 - Net asset distribution check in the amount of \$6,720
 - State pool loss fund excess distribution check in the amount of \$1,496
 - Total refund in the amount of \$8,216
 - Premium \$20,865
- 17,775 (RAP Grants \$9,457 plus asset distributions \$8,216 = \$17,775)
\$ 3,090 (Liability Insurance Costs)

Respectfully submitted,

Greg Janik



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Funding Approval Form

June 15th, 2017

ITEM DESCRIPTION:

Large Diameter Hose and RollnRack Hose Rolling Machine

PRIORITY:

High

QUALITY FACTORS:

The current Large Diameter Hose (LDH) is 21 years old, and has exceeded its life expectancy. Since 2013, we have experienced 14 failures of LDH sections during annual hose testing. All of the District's current LDH will be removed from service, and replaced with new, NFPA compliant LDH.

The RollnRack Hose Rolling machine will assist in removing the air & water from the hose before loading, which helps to better store hose appropriately. This also prevents unnecessary injury while re-loading the large diameter hose to the apparatus.

95% of the project cost will be funded from the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant that was Awarded in late May of 2017. The balance of 5% will be funded by the fire district budget capital plan.

COST:

1 – 4,200 feet of Large Diameter Hose - \$33,787.00

1 – RollnRack Hose Rolling Machine - \$8,195.00

TOTAL - \$41,885.00

FUNDING SOURCE(S):

FEMA AFG Grant - \$41,670.00

Budget – Capital Plan - \$2,094.00 – 2017/18 Budget Year

REQUESTER:

Captain Chris Mantels

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____

Emergency Vehicle Services, Inc.

P.O. Box 335
 1650 Callaghan Drive
 Greenville, MI 48838
 (616) 225-9200
 (616) 225-9300

Quote

Customer No.: SAUG100

Quote No.: 441

Quote To: **Saugatuck Twp Fire District**
 3342 Blue Star Highway
 Saugatuck, MI 49453

Ship To: **Saugatuck Twp Fire District**
 3342 Blue Star Highway
 Saugatuck, MI 49453

Date		Ship Via		F.O.B.		Terms	
11/10/16				Origin		Net 15	
Purchase Order Number			Sales Person			Required	
			MH			11/10/16	
Quantity			Item Number	Description	Unit Price	Amount	
Required	Shipped	B.O.					
12			SAUMTL-23150025/	5" x 25' Section 5" Hydrowick Storz Cpls Gold Megaflo - Color: Orange Bar Coded Coupling:	341.00	4092.00	
8			SAUMTL-23150050/	5" x 50' Section 5" Hydrowick Storz Cpls Gold Megaflo - Color: Orange Bar Coded Coupling:	505.00	4040.00	
35			SAUMTL-23150100/	5" x 100' Section 5" Hydrowick Storz Cpls Gold Megaflo - Color: Orange Bar Coded Coupling:	733.00	25655.00	
						Quote subtotal	33787.00
						Quote total	33787.00

It Has Been a Pleasure To Have Provided This Quote



Quote

RollNRack, LLC
 P.O. Box 328
 Mukwonago, WI 53149

Phone: 262-363-2030 Fax: 262-363-2034
 Email: info@rollnrack.com

Date : Friday, June 2, 2017

Will Expire : Tuesday, August 1, 2017

For Chris Mantels cmantels@saugatuckfire.org 269-857-3000 Tax Exempt ID: 38-3332520	Bill & Ship To	Saugatuck Township Fire District Attn: Captain Chris Mantels 3342 Blue Star Highway Saugatuck, MI 49453 USA
--	----------------	---

Item	Unit Cost	Unit P&S	Quantity	Total
Efficiency Package w/GO-Pack Package Includes: Power Roller Spare Battery Pack and Charger, Coupling Jaws, Power Roller,	\$7,800	\$395	1	\$8,195

This package saves you \$714. Packed & shipped on a pallet. Guaranteed lift gate \$50 additional. Terms: Payment in full within 15 days of shipment. Total is cash discount pricing. Payment by check preferred. Charge cards accepted with 3% additional.

Purchase a FASTBACK with this order and save \$149!

Selected Options: 5" Storz, 2 1/2" - 3" NST Combo Jaw

Total \$8,195



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Funding Approval Form

June 15th, 2017

ITEM DESCRIPTION:

Ricoh MP C3004 Copy Machine with Fax

PRIORITY:

High

QUALITY FACTORS:

The current copy machine was purchased used in 2015. It has had several service calls in the last few months, and continues to have failures and out of service time waiting for repairs. The machine has utilized more paper per month by several thousand copies than it is rated for. The new proposed machine exceeds the monthly volume we currently use to ensure it will keep up with the District's copy machine and printing needs.

The District has explored leasing vs. owning the copy machine, and the return on the investment lands in owning vs. leasing. The maintenance contract on the machine will cover repairs and all ink, and the price will be slightly cheaper per month than the current machine as the new machine is rated for more copies.

COST:

1 – Ricoh MP C3004 Copy Machine - \$7,024.00

TOTAL - \$7,024.00

FUNDING SOURCE(S):

Budget – Capital Plan - \$7,024.00 - 2017/18 Budget Year

REQUESTER:

Captain Chris Mantels

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____

The following proposal uses our special pricing for municipalities and related organizations such as the Fire Department. I have presented it with the base system with 2 -550 sheet drawers and the fax option. Other potential options are listed below.

System Specifications

Ricoh MP C3004 Digital Color Multifunctional System

- Copy/Print/Scan/Fax all from one platform
 - Print or copy at 30 ppm in b+w or color – up to 12 x 18
 - 25-second warm-up from cold start
 - 1 second from sleep mode
 - 2 GB RAM/250GB HDD standard and maximum
 - Fast first copy speed – (FC/BW)
 - 7.1/4.6 sec
 - Automatic stackless duplexing
 - Paper input options
 - Handle paper up to 300 g/sm from the trays
 - Excellent envelope printing
 - Tray 2 can be set for envelopes
- 2 - 550-sheet paper trays
100-sheet bypass tray
- Network Printing
 - Print from USB drives or SD cards
 - Print from mobile devices such as smartphones, laptops and tablets
 - Standard PCL5c/PCL6 languages
 - B/W & Color Scanning – Your info highway on-ramp!
 - Fast! – 110 ipm single-sided in b+w and full-color - 180 ipm duplex!
 - Standard Scan to E-mail and Scan to folder or Doc Mgmt System
 - Scan to USB Drive included
 - Includes Fax option for paper-based and electronic faxing



Ricoh MP C3004 with fax: \$5,481.00

1 add'l 550-sheet tray + \$330.00

2 add'l 550-sheet trays + \$558.00

Large Capacity Paper Tray (2,000 sheets) - + \$542.00

Internal Stapling Finisher + \$420.00

Floor-standing finisher (recommended) + \$650.00

2/3 Hole Punch for either finisher + \$335.00



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Funding Approval Form

June 15th, 2017

ITEM DESCRIPTION:

Genesis Hydraulic Power Unit & Ram

PRIORITY:

High

QUALITY FACTORS:

The set of Extrication tools on Engine #2111 is the Amkus gas powered hydraulic power unit. It was purchased in 1992 and was a demo model when purchased. The current hydraulic pump is leaking hydraulic oil, which could result in catastrophic failure, and possible injury to personnel or patients during the extrication process.

The current hydraulic Ram was also purchased in 1992 as a demo model and does not meet today's industry specifications for the metals manufactured today.

We do have the Genesis E-Force Extrication tools on Engine #2112, however two sets of tools are often utilized by crews working on both sides of the vehicle during an emergency extrication. This will allow Engine #2111 to have current and reliable tools in addition to Engine #2112.

COST:

- 1 – Genesis Power Unit - \$6,745.00
- 1 – Genesis 31" Hydraulic Ram - \$2,707.00
- 2 – Mono Couplings for quick attach - \$815.00
- 1 – Bracket for Power Unit - \$75.00
- 1 – Shipping Fee - \$300.00

TOTAL - \$10,642.00

FUNDING SOURCE(S):

Budget – Capital Plan - \$10,642 - 2017/18 Budget Year

REQUESTER:

Captain Chris Mantels

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____

Rescue Resources L.L.C.

E Mail: michigangenesi@gmail.com
Phone: 269-838-1930

May 17, 2017

Fire Chief Greg Janik
Saugatuck Township Fire District
3342 Blue Star Highway, Saugatuck MI 49453
Email: stfd101@hotmail.com

Rescue Resources hereby submits the following quote for Genesis Rescue Systems equipment from American Rescue Technology.

One-Genesis Mach-III Outlaw 6.5 Honda Power Unit W/Standard Coupler	\$6,745.00 ea.	\$6,745.00
<ul style="list-style-type: none">• NFPA compliant• P/N:ART.593.508.1		
Two- Pigtail Adaptors for Power Unit	\$407.50 ea.	\$815.00
One-Genesis 31" Push Pull Ram with OSC male	\$2,707.00 ea.	\$2,707.00
<ul style="list-style-type: none">• NFPA #1936 compliant• P/N:ART.031.900.1		
One-Power Unit Bracket	\$75.00 ea.	\$75.00
<ul style="list-style-type: none">• HRS: HMB.PU		
Sub Total		\$10,342.00
Shipping Estimate		\$300.00
Total		\$10,642.00
Additional Optional Equipment:		
Deluxe Push/Pull Ram Kit w/Slip Fit		\$1,500.00 ea.

Thank you for the opportunity to submit this quote. If you have any questions, I can be reached at 269-838-1930
Prices Good Through: August 31, 2017
Delivery: 60 days or less normally:
Terms: 15 days:
F.O.B: Kettering, Ohio

Thank you,

Steve Funk

GENESIS RESCUE TOOLS
Sales • Service • Training