



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 – August 21st, 2017

AGENDA

1. Call to Order / Roll Call:
2. Approval of Agenda (*additions / deletions*):
3. **Approval of Minutes:**
 - A. July 17th, 2017
 - B. July 24th, 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. Community Risk Reduction
 1. Douglas Elementary School – Lesson Plans and Meeting in Process for 2017/18 School Year.
 - D. Grant Updates
 1. RAP Grant Awarded – Thermal Imaging Camera - \$7,111 with District Share of \$2,500.
 2. RAP Grant Awarded – CCTV/Card Access Additions - \$10,028 with District Share of \$6,686.
 3. MMRMA Net Asset Distribution Received.
 - E. Personnel Certifications - Chris Mantels – EMT/B
6. Request for Payment:
 - a. Account Payables
 - b. Financial Report
7. Unfinished Business:
 - A. IFC and Cost Recovery Discussion – Emergency Response to the Township.
 - B. Blue Star Trail – Drainage Funding, Signage, and Gate Discussion.
 - C. Fire Prevention Open House Date – Sunday 10/1/2017.
8. New Business:
 - A. Funding Approval Request – LED Sign.
 - B. Funding Approval Request – Motorola Radio - Remote Speaker Mics.
 - C. Funding Approval Request – Fire Boat Dock.
 - D. Funding Approval Request – CCTV & Card Access Additions.
 - E. Fire Board Workshop Meetings – Discussion.
 - F. Cost Recovery Appeal – Gene Mullowney.
9. Correspondence:
 - A. Mark Bernstein – Letter.
 - B. Cow Hill Yacht Club – Thank You.
 - C. Saugatuck Brewing Company – Thank You.
 - D. Grace of Douglas – Thank you.
 - E. George Mueller Video to Tori Kunkle.
 - F. Mark Klungle – Thank You.
 - G. Mark Erlandson – Letter.
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 – July 17th, 2017

DRAFT MINUTES

1. Call to Order / Roll Call: **Meeting called to order by J. Verplank at 4:03pm**
Present: **R. McIlwaine, J. Verplank, S. Phelps, K. Mooradian, T. Christensen, M. Starring** arrived at 5:26pm
Absent with prior notice: **None**
Also Present: **Chief Greg Janik, P. Stanislawski**
2. Approval of Agenda (*additions / deletions*):
 - A. **Motion by Beckman to approve the agenda as presented. Discussion ensued. R. McIlwaine requested item 7a. Cost Recovery Policy be removed from the agenda.**
 - B. **Motion by Beckman, 2nd by Phelps to approve the agenda as amended removing item 7a. Cost Recovery Policy including a workshop between the Township & Fire Board. All approve, motion carries unanimously.**
3. Approval of Minutes:
 - A. **June 19th, 2017**
 - a. **Motion by Mooradian, 2nd by Christensen to approve the minutes as presented. All approve, motion carries unanimously.**
4. Public Comment on Agenda Items Only (Limit 3 minutes):
 - A. **L. Starring recommends J. Verplank for position of Fireboard Chair.**
 - B. **C. Mantels recommends J. Verplank for position of Fireboard Chair.**
 - C. **M. England recommends J. Verplank for position of Fireboard Chair.**
 - D. **E. Sturm recommends J. Verplank for position of Fireboard Chair.**
 - E. **M. Betts recommends J. Verplank for position of Fireboard Chair.**
 - F. **L. Starring comments on the Fire Code issues and requests for the Fire Board to dig their heels in and fight for a uniform fire code within all 3 municipalities. It is time to take a stand for the safety of the residents and the firefighters and first responders. To have two sets of rules does not make sense.**
 - G. **N. Curcio – Township Attorney – drafts going back and forth between the Township and the Fire District. Township is intending to shift responsibility from the Fire District, and to the Zoning Administrator. The amendments will require minimum widths to surface widths of driveways and private roads. Rather than having the IFC turnaround requirements, the Township proposes a turnaround that may be utilized for turnaround, but not meet IFC requirements. The Township Board welcomes input and comment from the Fire Board.**
 - H. **G. Janik – The people of the Fire District deserve the best service possible. Chief stands by the premise that by reducing the minimum fire code requirements is not in the best interest of the residents and the citizens the District protects. His opinion, from years of experience, and this be better regulated by the Fire District and the well-educated plan reviewers and fire inspectors. Chief respects the builders, but they should stick to the four walls within the building, not the access for the emergencies. The builders will not be there at 2:00am to help us fight the fire. Only the Township feels the need to change, in fact Douglas just passed the 2015 International Fire Code. Steve Kushion is a great guy, but he should stick to zoning and let the fire department have review on emergency access. Chief Janik is tired of getting bullied and pushed around by a few Township staff. Does the Fire Board want the Township to run the Fire Department, or the Fireboard, it's Chief, and its Fire Officers?**



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5. Fire Chief Comments:

A. Incident Reports / Calls to Date / Overlapping Calls

1. Incident Report Statistics were reviewed. 359 Calls to Date for 2017
2. 5:29 – average response time year to date.

B. Inspections/Plan Reviews

1. Inspection report since 6/19/2017 board meeting was reviewed.

C. Community Risk Reduction

1. Community CPR Courses
 - i. 2017 CPR Course Dates are posted at www.saugatuckfire.org/cpr
2. Holland Sentinel – Reflective Address Sign Article
3. Genesis Trailer Donation – Sprinkler Burn Cell Demonstration Unit
 - i. Discussed the new plan with steel shipping container.
4. #760 – Collaborative Rescue Project
 - i. Discussed the heavy rescue joint project with Graafschap Fire and Hamilton Fire for extra cribbing and tools for the increased motor vehicle incidents.

D. Grant Updates

1. RAP Grant Submitted – CCTV/Card Access Additions - \$10,028 with District Share of \$5,041.

E. Injury – Mike Betts

1. Back injury from motor vehicle incident on I-196.

F. Donations

1. ESCAPE Inc – 28' Enclosed Trailer Donation Received
2. Coral Gables – Request to donate Climbing Wall Tower
 - i. Board requests Chief Janik write a nice letter to Mike Johnson and thank him for his willingness to donate. Unfortunately, the fire district has no need for the climbing tower.

6. Request for Payment:

a. Account Payables

- i. Motion by Phelps, 2nd by Beckman to pay the bills in the amount of \$123,050.41. All approve, motion carries unanimously.
- ii. K. Mooradian discussed Workman's Comp & Motorola invoices.

b. Financial Report

- i. Financial Report was reviewed by P. Stanislawski.

7. Unfinished Business:

~~A. Cost Recovery Policy – Roll Call Vote~~ TABLED for FUTURE MEETING.

B. Legal Advertising Rates

- i. C. Mantels reviewed pricing summary of each newspapers approximate costs and presented to the board.
- ii. R. McIlwaine stated that he prefers we do not advertise in the Local Observer because of the lies and innuendos that Mike Gallagher posts in his paper, but even he can't refute Mike Gallagher's willingness to donate almost \$2,000 in free advertising to the fire department God bless him. R. McIlwaine requested that the fire board explain publicly why his son was terminated. He asked Greg and Jane to publicly explain why his son was terminated, and that has not happened yet. If it was a change in job descriptions.
- iii. G. Janik explained that he suggested to Roy to talk to Mike Gallagher directly if Roy had concerns about what was published.
- iv. E. Beckman requested that we leave personnel issues confidential within the fire board and the administration.
- v. The board recommended that legal advertising is left to the leadership of the fire department.



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C. MDOT – I196 Corridor Camera Install Request

- i. Chief Janik has not located the right person to find cameras to install.

D. Fire Prevention Open House Date – Sunday 10/1/2017

8. New Business:

A. Funding Approval Request – Dash Cameras

- a. Motion by Beckman, 2nd by Mooradian to purchase the dash cameras in the amount of \$17,402 with \$11,602 from the District Capital plan, and \$5,800 to be funded from the MMRMA RAP grant award that was received.

YEAS: McIlwaine, Beckman, Verplank, Phelps, Mooradian, Christensen

NEAS: None

Absent: Starring

B. Township Planning Commission Meeting – 7/24/2017

a. Fire Code and Roads

- i. G. Janik explained there are two public hearings and wanted the Fire Board to be aware of the upcoming Planning Commission meeting.
- ii. Fire District has not received an amended Fire Code Ordinance from the Township yet.
- iii. R. McIlwaine – it seemed like at the previous Wednesday meeting the C. Mantels the Township and the Fire District were pretty close to agreement on both ordinances.
- iv. C. Mantels – many of the statements I prefaced with were “I don’t know what Chief Janik approved or agreed to.” I understood Chief Janik & Steve Kushion had last agreed to the Policy Statement, and found no need to amend the IFC or Road ordinances. It was clear in the meeting last week that the Township Manager does not actively listen and the agreements within the meetings are not included in the next revision. I also made the statement several times that “I can’t speak for the Chief.” We have not received the most recent version of the proposed ordinances.
- v. E. Beckman – said Steve stated he would email the revisions last Wednesday after the meeting.
- vi. C. Mantels – that is the concern with the lack of follow through, and even when the Township states they will send over documents, it doesn’t happen.
- vii. R. McIlwaine – will ensure he follows up with Steve Kushion to ensure documents are sent over to the Fire District as soon as possible.
- viii. J. Verplank – her name has been brought up several times that she caused several revisions, and she has not weighed in on the revisions. Just because the Township said she did, does not mean she did and she is not a liar.
- ix. G. Janik – several of these revisions have had items omitted. It is clear that the Township Attorney does not know the fire code, and you can see that in the wording of the proposed ordinances. E. Beckman was told that Chief Janik had been invited to the Wednesday meeting, however he was never contacted or invited, and was in Petoskey.
- x. E. Beckman – yes, I was told by Aaron Sheridan that Greg would be at the meeting.
- xi. G. Janik – keeps hearing that he is the cause of 11 revisions, however it is the Township who continues to omit items that are agreed upon.

b. LED Sign Application

- i. Steve Kushion will be proposing and ordinance amendment to allow the LED sign.

C. Election of Fire Board Officers

- a. S. Phelps would like the board to stay with the same elected officers. They have all done a good job, and he would like to see them continue in their roles.
- b. R. McIlwaine requested that he no longer serve the position of Board Secretary.



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Motion by Phelps, 2nd by Mooradian to appoint J. Verplank as Fireboard Chairperson.

YEAS: Beckman, Starring, Verplank, Phelps, Mooradian, Christensen

NEAS: McIlwaine

ABSENT: None

Motion by Phelps, 2nd by Christensen to appoint E. Beckman as Fireboard Vice-Chairperson.

YEAS: McIlwaine, Beckman, Starring, Verplank, Phelps, Mooradian, Christensen

NEAS: None

ABSENT: None

Motion by Phelps, 2nd by Beckman to appoint M. Starring as Fireboard Secretary

YEAS: McIlwaine, Beckman, Starring, Verplank, Phelps, Mooradian, Christensen

NEAS: None

ABSENT: None

Motion by Verplank, 2nd by Beckman to appoint S. Phelps as Fireboard Vice-Secretary

YEAS: McIlwaine, Beckman, Starring, Verplank, Phelps, Mooradian, Christensen

NEAS: None

ABSENT: None

9. Correspondence:

A. Letter Received – John Mileskiewicz

B. Joe & Sharon Wyman – Cardiac Arrest – 5 shocks

- i. Thank you to the Fire board for providing all of the AED's throughout the District. No other fire department in the county has provided these tools to protect the public. Thanks to geography, and early defibrillation saved another life.**

10. Public Comments: (Limit 3 minutes):

- A. C. Mantels – compliment Township on buying AED. Voices frustration again with the Township, and their spending of money on Attorneys, even paying Nick to attend the Fireboard meeting.**
- B. P. Stanislawski – if you are going to change attorneys due to potential conflicts of interest, then you might need to change finance directors and auditing firms due to other conflicts of interest. If we start replacing one professional service, we might need to replace other professional services.**
- C. J. Verplank – if you are going to suggest there is a conflict of interest, there needs to be some evidence to substantiate those claims.**
- D. G. Janik – if there is a conflict of interest with the attorney, he would like a letter stating the specific conflict of interest.**
- E. M. England requests the Township to put the Fire Code to bed. Firefighters have died because codes have been skipped. When will enough blood be enough blood?**

11. Fire Board Comments:

- A. R. McIlwaine requests that Attorney Discussion be at the next fire board agenda.**
- B. E. Beckman supports Greg 100% and the Fire Board and what we have been doing has been working, and we need to work together to get things done.**
- C. E. Beckman supports Jane and her re-elected Chairperson position. Eric has received comments asking if Jane works for the Fire Department? Eric knows Jane puts a lot of blood sweat and tears into the fire department, but suggests that if there are decisions that need to be made, the board should have a part in in.**
- D. J. Verplank – agrees and clarified that Greg runs the department and makes the decisions.**



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- E. E. Beckman – asking about the gates on the bike trail and if they can be installed at the Township's expense.
- F. G. Janik is working with trail engineers as they will not allow gates to be installed. Greg is working to get stop lights and stop signs installed at the MDOT expense.
- G. M. Starring apologies for being late to the meeting.
- H. T. Christensen wants everyone to keep in mind that we are the greater Saugatuck-Douglas area and not just one entity.
- I. K. Mooradian – please re-enter discussion with open minds.
- J. S. Phelps – things will get worked out. We will survive.

12. Adjournment: **Meeting adjourned at 5:46pm**

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DRAFT



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FIRE DISTRICT BOARD **"SPECIAL"** MEETING

4:00pm – July 24th, 2017

DRAFT MINUTES

1. Call to Order / Roll Call:

Present: R. McIlwaine, E. Beckman, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen

Absent with notice:

Also present: Chief Greg Janik, Jon Phillips, Steve Kushion

2. Approval of Agenda (*additions / deletions*):

Motion by Phelps, 2nd by Beckman to approve the agenda as presented. All approve, motion carries unanimously.

3. Approval of Minutes: **None**

4. Public Comment on Agenda Items Only (Limit 3 minutes): **None**

Fire Chief Comments: **None**

5. Request for Payment: **None**

6. Unfinished Business:

A. Township of Saugatuck – Private Road Ordinance

- i. S. Kushion stated that the Township's private road rules were lacking, and needed revision regardless of what else is happening with the Township.
- ii. S. Kushion stated they will be adding 16' minimum width for any single-family home driveway to the private road rules tonight at the planning commission. These revisions are strengthening the Township's private road rules.
- iii. G. Janik stated the difference on the lakeshore from other geographic areas is 16' driveways become 12' or less during the winter and the inability to push snow back further.
- iv. S. Kushion stated he will not split a driveway unless it meets the minimum split requirements.
- v. Township is unique that more than 30% of it's driveways exceed 150' in length.
- vi. Township is unique that it has a lack of water supply as well.

B. Township of Saugatuck - International Fire Code Modifications

- i. S.Kushion agreed to change verbiage of 102.5 to subdivisions, land divisions, or lot splits of 5 or more.
- ii. 105.1 we are in disagreement of where the fire department needs to review the sprinkler system, the fire alarm systems, fire hydrants,
- iii. S. Kushion stated he will take a look at it.
- iv. 106.1 removes inspection authority for the entire Township. Chief Janik objects to needing permission from the Township Building Official or Township Zoning Administrator to remove the right to perform the inspections.
- v. 106.1 – S. Kushion is fine with taking out 106.1 and returning it to the fire department.
- vi. Fee schedule to be approved by Township Board and S. Kushion and J. Phillips have no concern with the Fire District collecting fees through the Township.



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C. Township of Saugatuck - Cost Recovery Ordinance Modifications

- i. In no other jurisdiction does the Chief need permission to invoice for cost recovery, and feels there is no equity in the zoning administrator being the sole reviewer of cost recovery.
- ii. The Fire District would prefer an independent Cost Recovery review board be established with participants from each municipality so all parties of the fire district are equally represented. Propose a 3-member board for cost recovery review.
- iii. S. Kushion suggested that we figure it out now and not kick the can down the road.
- iv. K. Harrier from the City of Saugatuck was asked to comment, and stated that he didn't want the Saugatuck City zoning administrator spending time to review cost recovery. He feels it should be the responsibility of the Fire Chief to administer cost recovery.
- v. J. Phillips attempted to explain cost recovery would be allowed to be put on the property taxes if the Township first approves the invoicing of cost recovery.
- vi. The importance of having all 3 cost recovery ordinances be fair, equal, and mirror one another.
- vii. K. Harrier proposed that Township Managers, and Zoning Administrators of all 3 municipalities get together and come up with a mutually agreeable plan for cost recovery.
- viii. R. McIlwaine asked where that leaves Cost Recovery.
- ix. E. Beckman said it would make sense to have all 3 ordinances the same since we are a District.
- x. Greg, Bill, Kirk, and Aaron will setup a meeting and have some consistency throughout the District.
- xi. S. Kushion said we are good on the private road ordinance to move forward, as long as 105.1 and 106.1 are removed from the amendments. Steve stated the Township will postpone cost recovery for a month while the three municipalities work out the differences.
- xii. G. Janik stated we will work this out.
- xiii. E. Beckman stated the Fire Board decided the fee schedule, and the Fire Chief is the administrator of the department, and we need to let him do his job.

7. New Business:

None

8. Correspondence:

- A. Letter from Chief Denbleyker received
- B. Letter from Chief Bushee received.
- C. Letter from Chief Haverdink received.
- D. Letter from Daniel Drive owner received.

9. Public Comments:

- A. C. Mantels stated that E. Beckman said it best that the Fire Board hired the Chief to do his job, and in some ways, it appears the Township is attempting to micro-manage him. He is hopeful that we can move forward and not continue to kick the can down the road as S. Kushion said.
- B. G. Janik stated he looks forward to working this out.

10. Fire Board Comments:

None

11. Adjournment:

Meeting adjourned at 5:27pm

NOTICE

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| 08/17/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT | | | | |
|---|-----------|------------------------|-----------------------------------|----------|
| CHECK DATE FROM 07/18/2017 - 08/21/2017 | | | | |
| Check Date | Check | Vendor Name | Description | Amount |
| Bank MAC MACATAWA BANK | | | | |
| 07/21/2017 | 19529 | TRUCK SERVICE INC | 20' CONTAINER BURN PROJECT | 1,850.00 |
| 07/21/2017 | 837(A) | MOTOROLA SOLUTIONS INC | BATTERY | 91.40 |
| 07/28/2017 | DD1429(A) | BETTS, MICHAEL | PAYROLL | 908.42 |
| 07/28/2017 | DD1430(A) | JANIK, GREG | PAYROLL | 1,883.18 |
| 07/28/2017 | DD1431(A) | MANTELS, CHRISTOPHER | PAYROLL | 1,436.90 |
| 07/28/2017 | DD1432(A) | MILESKIEWICZ, JOHN | PAYROLL | 946.62 |
| 07/28/2017 | DD1433(A) | VAN OSS, BRENT | PAYROLL | 1,609.11 |
| 07/28/2017 | EFT358(E) | 457 MERS | PAYROLL | 1,042.61 |
| 07/28/2017 | EFT359(E) | MISDU | PAYROLL | 217.86 |
| 07/28/2017 | EFT360(E) | IRS | PAYROLL | 2,538.90 |
| 07/28/2017 | EFT361(E) | STATE OF MICHIGAN | PAYROLL | 1,260.41 |
| 07/28/2017 | EFT362(E) | MERS | PAYROLL | 1,961.52 |
| 07/31/2017 | 838(E) | FIRST BANKCARD | SMALL CAPITAL, TRAINING & REPAIRS | 9,875.75 |
| 07/31/2017 | 839(E) | HEALTH SAVINGS ACCOUNT | HEALTH SAVINGS ACCOUNTS | 1,875.00 |
| 08/07/2017 | DD1434(A) | BECKMAN, ERIC | PAYROLL | 51.66 |
| 08/07/2017 | DD1435(A) | BEEK, HEATHER | PAYROLL | 274.11 |
| 08/07/2017 | DD1436(A) | BERNHARDY, CHRISTOPHER | PAYROLL | 1,090.41 |
| 08/07/2017 | DD1437(A) | BETTS, MICHAEL | PAYROLL | 796.38 |
| 08/07/2017 | DD1438(A) | BLATT, DAVID | PAYROLL | 924.36 |
| 08/07/2017 | DD1439(A) | BLOK, MICHAEL | PAYROLL | 944.77 |
| 08/07/2017 | DD1440(A) | BRUNSTING, JESSICA | PAYROLL | 403.91 |
| 08/07/2017 | DD1441(A) | CHRISTENSEN, ROBERT | PAYROLL | 52.26 |
| 08/07/2017 | DD1442(A) | DORNBUSH, JEFFREY | PAYROLL | 20.00 |
| 08/07/2017 | DD1443(A) | DORNBUSH, KALEIGH | PAYROLL | 401.09 |
| 08/07/2017 | DD1444(A) | ENGLAND, MICHAEL | PAYROLL | 225.14 |
| 08/07/2017 | DD1445(A) | GARGANO, CHRISTINE | PAYROLL | 364.96 |
| 08/07/2017 | DD1446(A) | GARGANO, MARK | PAYROLL | 708.96 |
| 08/07/2017 | DD1447(A) | GUST, MADELINE | PAYROLL | 340.18 |
| 08/07/2017 | DD1448(A) | KERRIDGE, ADAM | PAYROLL | 261.42 |
| 08/07/2017 | DD1449(A) | KIRCHERT, ERIK | PAYROLL | 317.66 |
| 08/07/2017 | DD1450(A) | MANTELS, CHRISTOPHER | PAYROLL | 754.47 |
| 08/07/2017 | DD1451(A) | MC ILWAINE, ROY | PAYROLL | 52.86 |
| 08/07/2017 | DD1452(A) | MC LEIEER, MICHAEL | PAYROLL | 510.42 |
| 08/07/2017 | DD1453(A) | MEISTE, JAMES | PAYROLL | 412.01 |
| 08/07/2017 | DD1454(A) | MEYER, KYLE | PAYROLL | 828.69 |
| 08/07/2017 | DD1455(A) | MILESKIEWICZ, JOHN | PAYROLL | 854.53 |
| 08/07/2017 | DD1456(A) | MOKMA, WAYNE | PAYROLL | 722.39 |
| 08/07/2017 | DD1457(A) | MOORADIAN, KATHRYN | PAYROLL | 52.26 |
| 08/07/2017 | 19530 | PHELPS, DONALD | PAYROLL | 52.86 |
| 08/07/2017 | DD1458(A) | REWA, LANDON | PAYROLL | 491.42 |
| 08/07/2017 | DD1459(A) | SCHUILING, MIKE | PAYROLL | 218.08 |

| 08/17/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT | | | | |
|---|-----------|---------------------------------|-----------------------|-----------|
| CHECK DATE FROM 07/18/2017 - 08/21/2017 | | | | |
| Check Date | Check | Vendor Name | Description | Amount |
| 08/07/2017 | DD1460(A) | STARRING, LINUS | PAYROLL | 540.73 |
| 08/07/2017 | DD1461(A) | STARRING, MARILYN | PAYROLL | 39.20 |
| 08/07/2017 | STUB52(A) | STURM, ELLIOTT | PAYROLL | 0.00 |
| 08/07/2017 | DD1462(A) | VAN AUKEN, LAUREL | PAYROLL | 517.97 |
| 08/07/2017 | DD1463(A) | VAN OSS, BRENT | PAYROLL | 703.16 |
| 08/07/2017 | DD1464(A) | VERPLANK, JANE | PAYROLL | 52.86 |
| 08/07/2017 | DD1465(A) | WILKINSON, ERIN | PAYROLL | 70.48 |
| 08/07/2017 | EFT363(E) | 457 MERS | PAYROLL | 3,736.94 |
| 08/07/2017 | EFT364(E) | MISDU | PAYROLL | 510.01 |
| 08/07/2017 | EFT365(E) | IRS | PAYROLL | 4,620.31 |
| 08/11/2017 | 19531 | ALLEGAN COUNTY HEALT DEPT | FIRE PREVENTION | 85.00 |
| 08/11/2017 | 19532 | SAUGATUCK TOWNSHIP | SING PERMIT | 96.00 |
| 08/11/2017 | 19533 | KENT RUBBER SUPPLY | BOAT MAINETANCE HOSES | 4,557.46 |
| 08/11/2017 | DD1466(A) | BETTS, MICHAEL | PAYROLL | 908.42 |
| 08/11/2017 | DD1467(A) | JANIK, GREG | PAYROLL | 1,883.18 |
| 08/11/2017 | DD1468(A) | MANTELS, CHRISTOPHER | PAYROLL | 1,635.07 |
| 08/11/2017 | DD1469(A) | MILESKIEWICZ, JOHN | PAYROLL | 946.62 |
| 08/11/2017 | DD1470(A) | VAN OSS, BRENT | PAYROLL | 1,609.11 |
| 08/11/2017 | EFT366(E) | 457 MERS | PAYROLL | 1,062.11 |
| 08/11/2017 | EFT367(E) | MISDU | PAYROLL | 217.86 |
| 08/11/2017 | EFT368(E) | IRS | PAYROLL | 2,667.45 |
| 08/21/2017 | 19534 | BREMER & BOUMAN HEATING & AC | AC REPAIRS | 192.00 |
| 08/21/2017 | 19535 | DEMOND'S SUPER VALUE | SUPPLIES | 15.78 |
| 08/21/2017 | 19536 | EMERGENCY VEHICLE SERVICES | FEMA GRANT HOSE | 33,787.00 |
| 08/21/2017 | 19537 | FASTENAL | SUPPLIES | 93.40 |
| 08/21/2017 | 19538 | FIRE PROGRAMS | SOFTWARE SERVICES | 1,956.00 |
| 08/21/2017 | 19539 | FIRST THOUGHT PRINTING | 2172 VINYL SIGNS | 800.00 |
| 08/21/2017 | 19540 | HOLLAND MEDICENTER | MEDICAL | 35.00 |
| 08/21/2017 | 19541 | IHLE AUTO PARTS | SUPPLIES | 693.53 |
| 08/21/2017 | 19542 | K & R TRUCK SALES INC | REPAIRS | 485.97 |
| 08/21/2017 | 19543 | LIGHTHOUSE UNIFORM CO | UNIFORMS | 1,466.60 |
| 08/21/2017 | 19544 | MFE INC | 2171 GAS MONITOR | 1,962.23 |
| 08/21/2017 | 19545 | MICHIGAN STATE FIREMEN'S ASSN | DUES | 30.00 |
| 08/21/2017 | 19546 | NYE UNIFORM | UNIFORMS | 280.93 |
| 08/21/2017 | 19547 | INTERNAL SOUND & COMMUNICATIONS | TELEPHONE REPAIR | 30.24 |
| 08/21/2017 | 19548 | LEXIPOL LLC | FIRE POLICY MANUAL | 2,992.00 |
| 08/21/2017 | 19549 | YACHT BASIN MARINA | BOAT | 8,074.94 |
| 08/21/2017 | 19550 | TRAILER MIDWEST INC | MULE TRAILER | 4,019.00 |
| 08/21/2017 | 19551 | WAYLAND CHRYSLER INC | MAINTENANCE | 91.55 |
| 08/21/2017 | 19552 | SIGNS NOW | SIGNS PHOTOGRAPHER | 204.50 |
| 08/21/2017 | 19553 | PRO VISION VIDEO SYSTEMS | BODY CAMERA | 310.00 |
| 08/21/2017 | 19554 | AMERICAN MEDICAL RESPONSE | MEDICAL SUPPLIES | 75.90 |
| 08/21/2017 | 19555 | ROLL N RACK LLC | HOSE RACK FEMA GRANT | 8,195.00 |

| | | | | |
|---|--------|-----------------------------|-----------------------------|------------|
| 08/17/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT | | | | |
| CHECK DATE FROM 07/18/2017 - 08/21/2017 | | | | |
| Check Date | Check | Vendor Name | Description | Amount |
| 08/21/2017 | 19556 | ARMOR EXPRESS | BULLET VEST FREIGHT | 51.07 |
| 08/21/2017 | 19557 | SERVICE MASTER RESTORE | CARPET CLEANING | 200.00 |
| 08/21/2017 | 19558 | MOORE MEDICAL LLC | MEDICAL SUPPLIES | 114.21 |
| 08/21/2017 | 19559 | OFFICE DEPOT | OFFICE | 132.97 |
| 08/21/2017 | 19560 | OVERISEL LUMBER CO | SUPPLIES | 206.77 |
| 08/21/2017 | 19561 | SOUTHSIDE BODY & FABRICATIO | ENTER SIGN | 996.86 |
| 08/21/2017 | 19562 | STANDARD | INSURANCE | 499.53 |
| 08/21/2017 | 19563 | WOLF MARINE INC | SUPPLIES | 208.75 |
| 08/21/2017 | 19564 | ZORO | SUPPLIES | 175.75 |
| 08/21/2017 | 840(E) | COMCAST | TELEPHONES & INTERNET | 189.56 |
| 08/21/2017 | 841(E) | CONSUMERS ENERGY | FIRE BOAT DOCK | 32.17 |
| 08/21/2017 | 842(E) | CONSUMERS ENERGY | FIRE BARN | 585.07 |
| 08/21/2017 | 843(E) | MICHIGAN GAS UTILITIES | NATURAL GAS | 49.45 |
| 08/21/2017 | 844(E) | PRIORITY HEALTH | HEALTH INSURANCE | 3,762.86 |
| 08/21/2017 | 845(E) | REPUBLIC SERVICES 240 | TRASH | 99.38 |
| 08/21/2017 | 846(A) | ANDERSEN BOAT WORKS INC | BOAT | 3,129.22 |
| 08/21/2017 | 847(A) | APPLIED IMAGING | OLD COPIER | 298.71 |
| 08/21/2017 | 848(A) | BLOOM SLUGGETT MORGAN | LEGAL FEES | 1,485.00 |
| 08/21/2017 | 849(A) | MICHAEL ENGLAND | TRAINING | 165.36 |
| 08/21/2017 | 850(A) | FRIS OFFICE | OFFICE SUPPLIES | 116.01 |
| 08/21/2017 | 851(A) | KNOX COMPANY | KEY SECURITY W. AUDIT TRAIL | 3,097.00 |
| 08/21/2017 | 852(A) | MASTER MEDICAL EQUIPMENT | MEDICAL EQUIPMENT | 1,775.00 |
| 08/21/2017 | 853(A) | LORRIE PASTOOR | CLEANING | 160.00 |
| 08/21/2017 | 854(A) | PRAXAIR | CYLINDER RENTAL | 83.52 |
| 08/21/2017 | 855(A) | SCOTT MAKER | FIRE PREVENTION | 3,500.00 |
| 08/21/2017 | 856(A) | WEST MICHIGAN UNIFORM | SHOP SUPPLIES | 48.00 |
| Total of 110 Checks: | | | | 153,038.67 |
| Less 0 Void Checks: | | | | 0.00 |
| Total of 110 Disbursements: | | | | 153,038.67 |

| Vendor Name | Description | Amount |
|---|-----------------------------------|-----------|
| 1. ALLEGAN COUNTY HEALT DEPT | FIRE PREVENTION | 85.00 |
| 2. AMERICAN MEDICAL RESPONSE | MEDICAL SUPPLIES | 75.90 |
| 3. ANDERSEN BOAT WORKS INC | BOAT | 3,129.22 |
| 4. APPLIED IMAGING | OLD COPIER | 132.27 |
| | COPIER | 166.44 |
| | TOTAL | 298.71 |
| 5. ARMOR EXPRESS | BULLET VEST FREIGHT | 51.07 |
| 6. BLOOM SLUGGETT MORGAN | LEGAL FEES | 1,295.00 |
| | LIVE FIRE CENTER | 190.00 |
| | TOTAL | 1,485.00 |
| 7. BREMER & BOUMAN HEATING & COOLING | AC REPAIRS | 192.00 |
| 8. COMCAST | TELEPHONES & INTERNET | 189.56 |
| 9. CONSUMERS ENERGY | FIRE BOAT DOCK | 32.17 |
| | FIRE BARN | 585.07 |
| | TOTAL | 617.24 |
| 10. DEMOND'S SUPER VALUE | SUPPLIES | 5.29 |
| | SUPPLIES | 10.49 |
| | TOTAL | 15.78 |
| 11. EMERGENCY VEHICLE SERVICES INC | FEMA GRANT HOSE | 33,787.00 |
| 12. FASTENAL | SUPPLIES | 93.40 |
| 13. FIRE PROGRAMS | SOFTWARE SERVICES | 1,956.00 |
| 14. FIRST BANKCARD | SMALL CAPITAL, TRAINING & REPAIRS | 9,875.75 |
| 15. FIRST THOUGHT PRINTING | 2172 VINYL SIGNS | 800.00 |
| 16. FRIS OFFICE | OFFICE SUPPLIES | 67.43 |
| | OFFICE SUPPLIES | 48.58 |
| | TOTAL | 116.01 |
| 17. HEALTH SAVINGS ACCOUNT | HEALTH SAVINGS ACCOUNTS | 1,875.00 |
| 18. HOLLAND MEDICENTER | MEDICAL | 35.00 |
| 19. IHLE AUTO PARTS | SUPPLIES | 61.10 |
| | SUPPLIES | 632.43 |
| | TOTAL | 693.53 |
| 20. INTERNAL SOUND & COMMUNICATIONS INC | TELEPHONE REPAIR | 30.24 |
| 21. K & R TRUCK SALES INC | REPAIRS | 485.97 |

| Vendor Name | Description | Amount |
|---|-----------------------------|----------|
| 22. KENT RUBBER SUPPLY | BOAT MAINETANCE HOSES | 4,557.46 |
| 23. KNOX COMPANY | KEY SECURITY W. AUDIT TRAIL | 3,097.00 |
| 24. LEXIPOL LLC | FIRE POLICY MANUAL | 2,992.00 |
| 25. LIGHTHOUSE UNIFORM CO | UNIFORMS | 1,466.60 |
| 26. LORRIE PASTOOR | CLEANING | 160.00 |
| 27. MASTER MEDICAL EQUIPMENT | MEDICAL EQUIPMENT | 1,775.00 |
| 28. MFE INC | 2171 GAS MONITOR | 1,962.23 |
| 29. MICHAEL ENGLAND | TRAINING | 165.36 |
| 30. MICHIGAN GAS UTILITIES | NATURAL GAS | 49.45 |
| 31. MICHIGAN STATE FIREMEN'S ASSOCIATIO | DUES | 30.00 |
| 32. MOORE MEDICAL LLC | MEDICAL SUPPLIES | 114.21 |
| 33. MOTOROLA SOLUTIONS INC | BATTERY | 91.40 |
| 34. NYE UNIFORM | UNIFORMS | 280.93 |
| 35. OFFICE DEPOT | OFFICE | 132.97 |
| 36. OVERISEL LUMBER CO | SUPPLIES | 206.77 |
| 37. PRAXAIR | CYLINDER RENTAL | 83.52 |
| 38. PRIORITY HEALTH | HEALTH INSURANCE | 3,762.86 |
| 39. PRO VISION VIDEO SYSTEMS | BODY CAMERA | 310.00 |
| 40. REPUBLIC SERVICES 240 | TRASH | 99.38 |
| 41. ROLL N RACK LLC | HOSE RACK FEMA GRANT | 8,195.00 |
| 42. SAUGATUCK TOWNSHIP | SING PERMIT | 96.00 |
| 43. SCOTT MAKER | FIRE PREVENTION | 3,500.00 |
| 44. SERVICE MASTER RESTORE | CARPET CLEANING | 200.00 |
| 45. SIGNS NOW | SIGNS PHOTOGRAPHER | 204.50 |
| 46. SOUTHSIDE BODY & FABRICATION INC | 2111 REPAIRS | 90.00 |
| | FIRE PREVENTION | 105.00 |
| | ENTER SIGN | 801.86 |
| | TOTAL | 996.86 |
| 47. STANDARD | INSURANCE | 499.53 |
| 48. TRAILER MIDWEST INC | MULE TRAILER | 4,019.00 |
| 49. TRUCK SERVICE INC | 20' CONTAINER BURN PROJECT | 1,850.00 |
| 50. WAYLAND CHRYSLER INC | MAINTENANCE | 91.55 |
| 51. WEST MICHIGAN UNIFORM | | |

| Vendor Name | Description | Amount |
|-------------------------------------|---------------|------------|
| | SHOP SUPPLIES | 48.00 |
| 52. WOLF MARINE INC | | |
| | SUPPLIES | 208.75 |
| 53. YACHT BASIN MARINA | | |
| | BOAT | 4,674.95 |
| | BOAT | 3,399.99 |
| | TOTAL | 8,074.94 |
| 54. ZORO | | |
| | SUPPLIES | 175.75 |
| TOTAL - ALL VENDORS | | 105,384.40 |
| FUND TOTALS: | | |
| Fund 206 - FIRE FUND | | 105,194.40 |
| Fund 210 - REGIONAL TRAINING CENTER | | 190.00 |

User: Peter

DB: Stfd

PERIOD ENDING 08/31/2017

| GL NUMBER | DESCRIPTION | 2017-18 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|----------------------|----------------------------------|----------------|-------------|------------------|--------------|----------------|
| | | AMENDED BUDGET | 08/31/2017 | MONTH 08/31/2017 | BALANCE | |
| | | | | | | |
| Fund 206 - FIRE FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 | | | | | | |
| 206-000-401.000 | SAUGATUCK CITY | 283,060.00 | 0.00 | 0.00 | 283,060.00 | 0.00 |
| 206-000-402.000 | SAUGATUCK TOWNSHIP | 576,070.00 | 0.00 | 0.00 | 576,070.00 | 0.00 |
| 206-000-403.000 | DOUGLAS CITY | 289,850.00 | 0.00 | 0.00 | 289,850.00 | 0.00 |
| 206-000-450.000 | FIRE SERVICES | 1,000.00 | 440.00 | 340.00 | 560.00 | 44.00 |
| 206-000-460.000 | INSPECTION & PLAN REVIEW FEES | 5,000.00 | 1,075.00 | 125.00 | 3,925.00 | 21.50 |
| 206-000-465.000 | COST RECOVERY | 1,000.00 | 891.25 | 891.25 | 108.75 | 89.13 |
| 206-000-560.000 | GRANTS & DONATIONS | 7,000.00 | 41,885.00 | 41,885.00 | (34,885.00) | 598.36 |
| 206-000-561.000 | REGIONAL TRAINING CENTER | 0.00 | 0.00 | 0.00 | 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 | 1,275.32 | 22.30 | (525.32) | 170.04 |
| 206-000-685.000 | SALES OF ASSETS | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| Total Dept 000 | | 1,164,730.00 | 45,566.57 | 43,263.55 | 1,119,163.43 | 3.91 |
| TOTAL REVENUES | | 1,164,730.00 | 45,566.57 | 43,263.55 | 1,119,163.43 | 3.91 |
| Expenditures | | | | | | |
| Dept 336-FIRE FUND | | | | | | |
| 206-336-702.000 | BOARD SALARY | 3,000.00 | 405.00 | 405.00 | 2,595.00 | 13.50 |
| 206-336-704.000 | CHIEF SALARY | 70,000.00 | 6,634.61 | 2,692.31 | 63,365.39 | 9.48 |
| 206-336-705.000 | OFFICER SALARIES | 10,300.00 | 595.82 | 595.82 | 9,704.18 | 5.78 |
| 206-336-708.000 | CAREER FIREFIGHTER | 184,381.00 | 16,810.53 | 7,064.80 | 167,570.47 | 9.12 |
| 206-336-709.000 | OPERATIONAL WAGES | 38,500.00 | 4,870.99 | 4,199.00 | 33,629.01 | 12.65 |
| 206-336-710.000 | FIRE CALLS | 45,000.00 | 7,618.00 | 7,618.00 | 37,382.00 | 16.93 |
| 206-336-711.000 | MEDICAL CALLS | 30,000.00 | 4,056.50 | 4,056.50 | 25,943.50 | 13.52 |
| 206-336-712.000 | TRAINING | 22,000.00 | 1,530.00 | 1,530.00 | 20,470.00 | 6.95 |
| 206-336-713.000 | SPECIAL EVENTS | 10,000.00 | 2,904.50 | 2,904.50 | 7,095.50 | 29.05 |
| 206-336-720.000 | PAYROLL TAXES | 33,000.00 | 3,474.99 | 2,376.49 | 29,525.01 | 10.53 |
| 206-336-721.000 | EMPLOYEE INSURANCE BENEFITS | 77,100.00 | 14,989.78 | 4,405.39 | 62,110.22 | 19.44 |
| 206-336-722.000 | WORKER COMP INSURANCE | 30,000.00 | 0.00 | (5,213.25) | 30,000.00 | 0.00 |
| 206-336-723.000 | RETIREMENT | 50,000.00 | 4,624.74 | 2,453.24 | 45,375.26 | 9.25 |
| 206-336-727.000 | OPERATING SUPPLIES | 18,000.00 | 3,235.01 | 2,388.02 | 14,764.99 | 17.97 |
| 206-336-728.000 | GAS & OIL | 10,000.00 | 60.66 | 0.00 | 9,939.34 | 0.61 |
| 206-336-730.000 | PROFESSIONAL SERVICES | 18,000.00 | 4,447.00 | 4,447.00 | 13,553.00 | 24.71 |
| 206-336-742.000 | TESTING, REPAIR & REPLACEMENT | 11,500.00 | 51.07 | 51.07 | 11,448.93 | 0.44 |
| 206-336-745.000 | STATION TOOLS | 2,500.00 | 206.77 | 206.77 | 2,293.23 | 8.27 |
| 206-336-746.000 | FIRE FIGHTER TOOLS | 6,400.00 | 205.22 | 0.00 | 6,194.78 | 3.21 |
| 206-336-751.000 | PHONES | 10,000.00 | 509.28 | 319.80 | 9,490.72 | 5.09 |
| 206-336-752.000 | UTILITIES | 12,000.00 | 865.92 | 766.07 | 11,134.08 | 7.22 |
| 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 | (2,754.76) | (4,303.73) | 47,754.76 | (6.12) |
| 206-336-761.000 | BOAT MAINTENANCE | 10,000.00 | 22,055.13 | 15,970.37 | (12,055.13) | 220.55 |
| 206-336-762.000 | RADIO & PAGER R&R | 4,500.00 | 0.00 | 0.00 | 4,500.00 | 0.00 |
| 206-336-763.000 | BUILDING REPAIR & MAINTENANCE | 16,000.00 | 1,365.16 | 1,193.86 | 14,634.84 | 8.53 |
| 206-336-764.000 | BUILDING SECURITY | 7,800.00 | 0.00 | 0.00 | 7,800.00 | 0.00 |
| 206-336-767.000 | DUES & SUBSCRIPTIONS | 2,200.00 | 30.00 | 30.00 | 2,170.00 | 1.36 |
| 206-336-770.000 | OFFICE EXPENSES | 7,000.00 | 1,320.22 | 723.44 | 5,679.78 | 18.86 |
| 206-336-771.000 | TECHNOLOGY | 9,600.00 | 2,556.93 | 0.00 | 7,043.07 | 26.63 |
| 206-336-775.000 | BUILDING INSPECTIONS | 1,000.00 | 537.71 | 0.00 | 462.29 | 53.77 |
| 206-336-780.000 | UNIFORMS | 10,000.00 | 3,542.80 | 2,057.53 | 6,457.20 | 35.43 |
| 206-336-781.000 | TURN OUT GEAR | 8,500.00 | 0.00 | 0.00 | 8,500.00 | 0.00 |
| 206-336-785.000 | EDUCATION | 15,000.00 | 1,377.43 | 165.36 | 13,622.57 | 9.18 |
| 206-336-791.000 | MEDICAL SUPPLY | 6,999.00 | 2,173.76 | 1,965.11 | 4,826.24 | 33.44 |

Page 8 of 18

PERIOD ENDING 08/31/2017

| GL NUMBER | DESCRIPTION | 2017-18 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--------------------------------|--------------------------|----------------|-------------------|---------------------|-------------------|----------------|
| | | AMENDED BUDGET | 08/31/2017 | MONTH 08/31/2017 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 206 - FIRE FUND | | | | | | |
| Expenditures | | | | | | |
| 206-336-795.000 | FIRE PREVENTION | 8,000.00 | 3,926.35 | 3,690.00 | 4,073.65 | 49.08 |
| 206-336-796.000 | PHYSICALS | 8,000.00 | 35.00 | 35.00 | 7,965.00 | 0.44 |
| 206-336-805.000 | REGIONAL TRAINING CENTER | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 206-336-815.000 | GENERAL INSURANCE | 20,000.00 | 2,773.00 | (8,216.00) | 17,227.00 | 13.87 |
| 206-336-861.000 | TAX CHARGE BACK | 500.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 206-336-975.000 | LOAN PAYMENT | 42,100.00 | 0.00 | 0.00 | 42,100.00 | 0.00 |
| 206-336-980.000 | SMALL CAPITAL | 24,000.00 | 22,063.66 | 7,116.00 | 1,936.34 | 91.93 |
| 206-336-985.000 | LONG TERM CAPITAL | 175,000.00 | 43,944.23 | 43,944.23 | 131,055.77 | 25.11 |
| 206-336-986.000 | CAPITAL FUND TRANSFER | 51,849.00 | 0.00 | 0.00 | 51,849.00 | 0.00 |
| Total Dept 336-FIRE FUND | | 1,164,730.00 | 183,043.01 | 107,637.70 | 981,686.99 | 15.72 |
| TOTAL EXPENDITURES | | 1,164,730.00 | 183,043.01 | 107,637.70 | 981,686.99 | 15.72 |
| Fund 206 - FIRE FUND: | | | | | | |
| TOTAL REVENUES | | 1,164,730.00 | 45,566.57 | 43,263.55 | 1,119,163.43 | 3.91 |
| TOTAL EXPENDITURES | | 1,164,730.00 | 183,043.01 | 107,637.70 | 981,686.99 | 15.72 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | (137,476.44) | (64,374.15) | 137,476.44 | 100.00 |

Policy Statement of the Saugatuck Township Fire District
Regarding the Imposition of Assessable Costs

1. The Saugatuck Township Fire District (“District”) is an intergovernmental undertaking whereby the City of Saugatuck, the City of the Village of Douglas and Saugatuck Township (collectively, “Communities”) work cooperatively to afford fire protection and other emergency services.
2. The District is governed by a Fire Board comprised of individuals appointed from the local constituent governments and their appointees (“Board”).
3. Relative to fire protection and the provision of emergency services, the Communities have each previously adopted, consistent with Michigan law, an identical cost recovery ordinance.
4. Under each ordinance, assessable costs of the District may be charged to and collected from responsible parties under identified circumstances, as those phrases and terms are defined in the ordinances.
5. Further, each ordinance provides that the Fire Chief or another Board designee is responsible to determine the District’s assessable costs and what percentage, if any, is to be charged to a responsible party.
6. Further, each ordinance sets forth an appeal process for the District’s assessable costs, which appeal is, ultimately, to the Board, the body with recognized and particular expertise.
7. To better clarify the scope and analysis that the Fire Chief or his/her designee is to utilize in making assessable cost determinations against a potentially responsible party, and to enhance transparency between and among the constituent members of the District, the Board hereby adopts the following policies to guide the Fire Chief or his/her designee.
8. In conducting the review of potentially assessable costs and whether those costs, in whole or in part, ought to be charged, the Fire Chief or his/her designee shall consider factors including the following:
 - A. The express language in the relevant jurisdiction’s Cost Recovery Ordinance.
 - B. To the extent supported by the ordinances, the degree to which the costs for labor, equipment, administration and similar expenses are consistent with the recognized costs and fees charged by other local units of government and/or their emergency service agencies.
 - C. Whether the proposed assessable costs are consistent with the charges imposed for incidents in other constituent members of the District.

D. Whether the potentially responsible party(ies) have been found guilty, responsible or at fault for a crime, municipal civil infraction, or civil infraction associated with the incident from which the assessable costs arise.

E. Whether the assessable costs arise out of an offense prescribed by Chapter X of the Michigan Penal Code, Act 328 of the Public Acts of 1931, as amended.

F. Whether the amount of time invested by the District in terms of personnel and equipment is reasonable in relation to other responses handled by the District.

G. The extent to which third-party fire and emergency service providers were necessary to address and contain the incident.

H. The degree to which the assessable costs included by the District were beyond the control of the potentially responsible party and could not have been reasonably anticipated.

I. Whether the imposition of assessable costs would be consistent with the purpose, scope and objectives of the underlying Cost Recovery Ordinance.

9. None of the factors shall be deemed to control the determination of the Fire Chief or his/her designee and a balancing of circumstances and interests shall be undertaken in each situation; provided, however, that in no event may assessable costs be charged where not supported by the relevant Cost Recovery Ordinance.

10. Consistent with the Communities' ordinances, all individual decisions and determinations regarding the imposition of assessable costs shall be the sole responsibility of the Fire Chief or his/her designee.

11. Nothing herein shall be construed to limit the right of any person to appeal an assessment of costs under the relevant ordinance as otherwise authorized by and consistent with the provisions of the that ordinance.

The above Policy Statement was adopted by the Board of the Saugatuck Township Fire District on the ____ days of _____, 2017, the vote being as follows:

YEAS: _____

NAYS: _____

ABSENT: _____

_____, Secretary
Saugatuck Township Fire District



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Funding Approval Form

August 18th, 2017

ITEM DESCRIPTION:

LED Sign

PRIORITY:

High

QUALITY FACTORS:

The goal of this project is to provide Community Risk Reduction (CRR) to the communities of Douglas, Saugatuck, and Saugatuck Township.

The current road sign has served its useful life, and is not a good representation of the professionalism the Fire District is in the community. It takes approximately 30 minutes to change the messages on both sides of the dilapidated sign, time we feel could be better spent in other areas.

The new LED sign can be changed remotely from a smartphone style device, saving numerous hours, and allowing urgent messages to be displayed without needing to be at the station. This LED sign has been a part of the District's CRR plan since 2013, and it will be a very useful tool in providing fire and life safety messages to the citizens we protect.

COST:

LED Sign – Stewart Signs – \$19,171.00
Concrete Footing – Tim Erlandson - \$1,400.00
Electrical – Countryside Electric - \$500.00
Saugatuck Township ZBA Fee - \$400.00
Saugatuck Township Sign Permit - \$72.00

TOTAL - \$21,543.00

FUNDING SOURCE(S):

Budget – Capital Plan - \$21,543.00 - 2017/18 Budget Year (\$25,000 Budgeted)

REQUESTER:

Deputy Chief Chris Mantels

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____


6'



TekStar Color
10mm 64x160
CABINET SIZE: 4' x 6'

CAPABILITIES
1 TO 8 ROWS
2.76" TO 25.2" CHARACTERS



| | |
|---|-------------------------------------|
|  America's Premier Sign Company | 3/4"=1' |
| | Sk: 792973-6a |
| | Cust: 3036874 |
| | 8/18/2017 DR/pbishop PROPOSAL |
| ORIGINAL DESIGN DO NOT DUPLICATE PH. 1-800-237-3928 - FAX 1-800-485-4280 | |

| | | |
|--|--|---|
| Header Vinyl: Photoreal Text Color: Photoreal Cowling Text Vinyl: Reflective White | Paint Color: Dark Red Draft: White SIGN DESIGN # | Approved as shown Date _____ Approved with listed changes Date _____ |
| <small>GRAPHICS DISCLAIMER: This custom artwork is not intended to provide an exact match between ink, vinyl, paint, or LED color. Brickwork, masonry and landscaping is not included in the proposal. Measurements shown are approximations; dimensions of final product may vary. LED images shown are simulated to replicate optimum viewing distance. Sign is designed to be illuminated at all times. Sketches are based off of this premise.</small> | | |



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Funding Approval Form

August 18th, 2017

ITEM DESCRIPTION:

Motorola Remote Speaker Mics (RSM)

PRIORITY:

High

QUALITY FACTORS:

Allegan County is providing Saugatuck Township Fire District 31 Motorola portable radios and 31 Unication pagers as part of the new MPSCS radio system.

To have safe and proper communications, it is imperative to upgrade the radios radio mics to the fire service XE version. This will make each radio mics intrinsically safe and is essential to avoid ignition and subsequent explosion at fires, natural gas, or liquid propane leaks. It is also important to provide the officers and firefighters with the remote speaker mics so the radio can be fastened in the belt holster while still allowing the personnel to communicate while crawling or operating at emergency scenes.

COST:

31 – XE Remote Speaker Mics - \$360/each - \$11,160

TOTAL - \$11,160.00

FUNDING SOURCE(S):

Budget – Capital Plan - \$9,800.00 - 2017/18 Budget Year

Budget – Firefighter Tools - \$1,360.00 – 2017/18 Budget Year

REQUESTER:

Chief Greg Janik

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Funding Approval Form

August 18th, 2017

ITEM DESCRIPTION:

Fireboat Dock

PRIORITY:

High

QUALITY FACTORS:

The existing Fireboat Dock at the Lucy Street Boat Launch is in need of replacement. It has been damaged several times by the ice heaves during the winter. Lake Construction has pounded the bent dock down several times, and Al Vanderbeek stated if it happens again, it will not be reparable. With the current high-water levels, it is very likely that serious damage could occur this winter, and we will have no fireboat dock next year.

We are proposing to remove the existing dock, and replace with 6ft wide floating docks. These floating docks raise and lower with the water levels, thus preventing winter damage. Docks will be installed by King Construction, and they will handle permit approval from DEQ and Army Corps of Engineers.

Upon receiving funding approval from the Fire Board, the District will seek approval from the City of Saugatuck Council, as the city owns the property where the docks are installed. The floating docks will remain the property of the Fire District, and may be moved to a new location in the future, if for some reason the City of Saugatuck has other uses for the Lucy Street property.

COST:

2 – 40' Floating Docks & Installation – King Construction - \$40,000.00

TOTAL - \$40,000.00

FUNDING SOURCE(S):

Budget – Capital Plan - \$40,000 - 2017/18 Budget Year

REQUESTER:

Chief Greg Janik

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

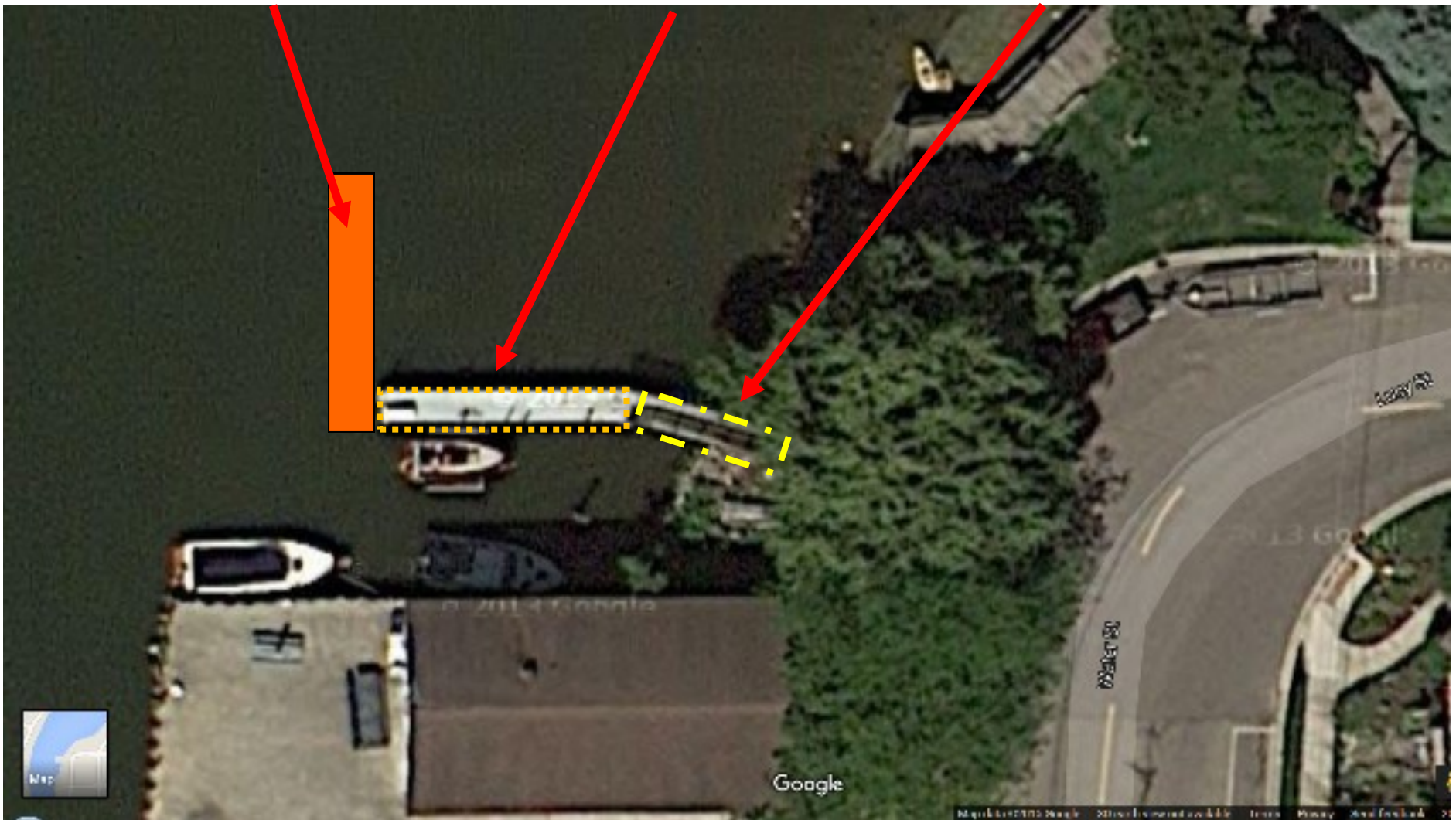
ABSENT: _____

Saugatuck Township Fire District Fireboat Floating Dock Proposal Drawings

Proposed 6' x 40' Floating Dock attached to floating dock.

Remove & Replace existing 5'x40' Steel Dock with 6' x 40' Floating Dock

Remove existing Wood boardwalk & Install adjustable aluminum ramp with railings. 4'x30' approx.





SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Funding Approval Form

August 18th, 2017

ITEM DESCRIPTION:

Closed Circuit Television (CCTV) & Security Card Access System Additions

PRIORITY:

High

QUALITY FACTORS:

Current systems were installed in 2016 and are working very well. It was determined that it is important to track who goes in and out of the back-maintenance garage, rather than utilize a keypad lock. This ensures if tools or apparatus end up missing, the District can determine who the last user to enter the building was. This will also add keypads to the doors into the truck bay to ensure compliance with Homeland Security regulations and ensure eligibility for future FEMA Assistance to Firefighter Grants.

It was determined after the installation of the Blue Star Trail, that bicycles and walkers continue to ignore emergency vehicles as they exit the station. To protect the liability of the District, and its personnel, it is imperative to add additional cameras and cabling to ensure all areas of the exterior of the building are protected and in camera view. In the event of a future accident, it will show who failed to yield and protect the District's assets.

COST:

Security Card Access System Additions - \$6,247.00

CCTV System Additions - \$3781.22

TOTAL - \$10,028.22

FUNDING SOURCE(S):

Budget – Capital Plan - \$6,247.00 - 2017/18 Budget Year

MMRMA Grant Award - \$3,342.74

Budget – Building Security - \$438.48 - 2017/18 Budget Year

REQUESTER:

Deputy Chief Chris Mantels

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____

From: Linda Sherman-Chalice <ljjs62@yahoo.com>

Sent: Thursday, August 17, 2017 12:41:14 AM

To: Greg Janik

Subject: August 14, 2017

August 14, 2017

Dear Saugatuck Fire Department Board,

On August 4, to my dismay, I received a letter from you stating there was a bill for over \$500 in response to an emergency call of a man in distress in the water.

On the morning of this incident, I climbed out onto the bow of the boat and I untied the the anchor rope, and it accidentally slipped into the water. Being that I was swimming in the bay the day before with no problems, I thought nothing of jumping into the water to obtain my rope and anchor. I quickly realized the current on that day was much stronger than the day before, and I found myself struggling in the water. I then yelled for my girlfriend to back the boat up to help me out of the water, which she did by throwing me a rope to pull me into the boat. After climbing aboard the boat, and in route to the Red dock pier, I noticed a fishing boat coming across the lake, which the Fire Chief was in, but I had no idea who he was. After I returned to the pier, the police and fire crew came to discuss the incident.

I'm sorry that you had to come out unnecessarily, as I was already out of the water, but I don't feel that I should be charged for a service that I didn't receive or call upon.

At this point in time, I've been out of work for almost 8 months due to shoulder surgery, and this expense will be a major burden to my family and I.

I also recently went through a divorce and I've been in transition for the past eight months, and been residing in Glenn, where I plan on starting a plastering business soon, and joining the community.

Could you please consider waiving this fee? It would be greatly appreciated in this time of hardship.

Please consider my request.

Sincerely,

Gene Mallowney