



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 – December 18th, 2017

AGENDA

1. Call to Order / Roll Call:
2. Approval of Agenda (*additions / deletions*):
3. Approval of Minutes:
 - A. November 20th, 2017
4. Public Comment on Agenda Items Only (Limit 3 minutes):
5. Request for Payment:
 - a. **Account Payables**
 - b. **Financial Report**
6. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 - B. **Community Risk Reduction**
 1. Douglas Elementary School – 360 PreK-5th Grade – Close Your Door Campaign
 - C. **Live Fire Training Facility Update**
 1. Donation Awarded - Steel Material, Paint Supplies, and Painting Labor from L.P. Padnos Inc.
 2. Awaiting final quotes from vendors.
 - D. **Grant Updates**
 1. MMRMA Payment Received \$2,500 for Thermal Imaging Camera
 - E. **Certifications / Recognitions**
 1. Proclamations from Douglas and Saugatuck
 2. 2016 Life Safety Achievement Award
 3. Brent VanOss – NFPA Fire Inspector 1
 4. Chris Mantels –Hood Suppression System Inspector
 5. Greg Janik – State House of Representative – Recognition Letter
 6. Chris Mantels - State House of Representative – Recognition Letter
7. Unfinished Business:
 - A. **Blue Star Trail – Flashing Beacons – Install Completed on 12/15/2017**
 - B. **Township IFC Discussion/Update**
8. New Business:
 - A. **2018 Fire District Administrative Board Schedule of Meetings – Roll Call Vote**
 - B. **International Fire Code – Board of Appeals – Roll Call Vote**
9. Correspondence:
 - A. **Roy McIlwaine Resignation**
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.



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 – November 20th, 2017

DRAFT MINUTES

1. Call to Order / Roll Call: **Meeting called to order at 4:02pm by J. Verplank**
Present: R. McIlwaine, E. Beckman, M. Starring, J. Verplank, S. Phelps, K. Mooradian
Absent with notice: None
Also Present: Chief Greg Janik, P. Stanislawski
2. Approval of Agenda (*additions / deletions*):
 - A. **Motion by Phelps, 2nd by Mooradian to approve the agenda as amended removing IFC Board of appeals. Motion carries unanimously.**
3. Approval of Minutes:
 - A. **October 16th, 2017**
 - a. **Motion by Mooradian, 2nd by Phelps to approve the minutes as presented. Motion carries unanimously.**
4. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
5. New Business:
 - A. **Review of a Complaint against a public official, employee or staff.**
 1. **E. Beckman read a letter.**
 2. **R. McIlwaine read a letter.**
 3. **Discussion ensued, and the board reached out to the Officer's for comment.**
 4. **Discussion ensued about the IFC.**
 5. **R. McIlwaine will attempt to facilitate a meeting with the township supervisor and zoning administrator.**
6. Special Guest Speaker – Audit Review
 - A. **Dan Veldhuizen of Siegfried Crandall P.C.**
 - i. **Chief Janik and P. Stanislawski do an excellent job of being fiscally responsible for the Saugatuck Township Fire District's assets and are great to work with.**
 - ii. **Overall financial statement is in good order. The fund balance at 54% is healthy, and certainly not excessive.**
 - iii. **Cost recovery is only included in the general ledger once payment it is received whether it be a reduced payment or not. It does not need to be included prior to receiving payment.**
7. Request for Payment:
 - a. **Account Payables**
 - i. **Motion by Phelps, 2nd by Mooradian to pay the invoices in the amount of \$106,623.51. All approve, motion carries unanimously.**
 - b. **Financial Report**
 - i. **Financial Report reviewed by P. Stanislawski.**
8. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 - i. **Incident Report Statistics were reviewed. 742 calls year to date for 2017.**
 - ii. **5:19 – average response time year to date.**
 - iii. **84% of Structure Fires are Residential Dwellings.**
 - B. **Community Risk Reduction**
 1. **New LED Sign was installed on 11/13/2017**



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



2. Douglas Elementary School – 180 PreK - 2nd Grade working to learn addresses
 - i. Working with SDPD to collaborate lesson plans and educational days
3. CRR Pilot Program Plan Announcement
 - i. Chief Janik & Deputy Chief Mantels attended the NFPA Community Risk Reduction Pilot program along with Zoning Administrator Cindy Osman, and Corporal Mark Giles
- C. Live Fire Training Facility Update
 1. Donation Received - \$4,000 from Saugatuck-Douglas Foundation
 2. Estimated that each agency will need \$19,500 for construction costs
- D. MPSCS Radio System Update
 1. Allegan County Fire Departments went live on MPSCS system on 11/1/2017
 - a. Motorola Radio system transition was seamless.
 - b. Unication Pagers have some issues that the county & the engineers are working on.
9. Unfinished Business:
 - A. Blue Star Trail – Flashing Beacons tentatively scheduled for install 11/22/2017
 - B. Fire District Attorney Discussion / Jeff Sluggett Letter Review – Roll Call Vote
Motion by Phelps, 2nd by Mooradian to retain Jeff Sluggett as the Fire District Attorney.
YEAS: Starring, Verplank, Phelps, Mooradian
NEAS: McIlwaine
ABSENT: Beckman
Motion passes 4:1
10. New Business:
 - B. Video Taping Meetings – Roll Call Vote
 - a. Motion by Phelps, 2nd by Starring to purchase equipment not to exceed \$1,300 and video tape board meetings and publish to the Fire District's website. Discussion ensued.
YEAS: McIlwaine, Starring, Verplank, Phelps, Mooradian
NEAS: None
ABSENT: Beckman
Motion passes 5:0
11. Correspondence:
 - A. None
12. Public Comments: (Limit 3 minutes): None
13. Fire Board Comments:
 - A. E. Beckman wanted to thank Chief Janik and crew for the awesome football parade on Saturday.
 - B. E. Beckman is comfortable with the attorney letter.
 - C. K. Mooradian hopes Roy can pull off the IFC meeting with some township staff.
14. Adjournment: **Meeting adjourned at 5:23pm.**

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.

SAUGATUCK FIRE DISTRICT

JOURNAL ENTRY

JE: 74

Post Date: 12/15/2017

Entry Date: 12/15/2017

Description: BUDGET ADJUSTMENT 2

Entered By: Peter

Journal: BA

GL #	Description	DR	CR
206-000-465.000	COST RECOVERY	1,000.00	
206-000-560.000	GRANTS & DONATIONS	7,000.00	
206-000-685.000	SALES OF ASSETS	1,700.00	
206-336-761.000	BOAT MAINTENANCE		5,000.00
206-336-795.000	FIRE PREVENTION		6,500.00
206-336-762.000	RADIO & PAGER R&R		2,000.00
206-336-764.000	BUILDING SECURITY	3,800.00	
	Journal Total:	13,500.00	13,500.00

APPROVED BY: _____

12/15/2017		CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT		
		CHECK DATE FROM 11/21/2017 - 12/18/2017		
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
11/21/2017	928(A)	ALARM 5	TOOLS	318.50
11/21/2017	929(A)	BEAVER RESEARCH COMPANY	SUPPLIES	198.80
11/21/2017	930(A)	BLOOM SLUGGETT MORGAN	TRAINING CENTER	994.50
11/21/2017	931(A)	FASTENAL	SUPPLIES	6.35
11/21/2017	932(A)	FLAMETAMER FIRE PROTECTION	ANNUAL ON FIRE EXT	550.50
11/21/2017	933(A)	FRIS OFFICE	OFFICE SUPPLIES	89.79
11/21/2017	934(A)	GREG JANIK	INSURANCE & TRAINING REIMBURSEMENT	627.08
11/21/2017	935(A)	MASTER MEDICAL EQUIPMENT	AED BATTERIES	510.00
11/21/2017	936(A)	MOTOROLA SOLUTIONS INC	RADIO BRACKET	289.60
11/21/2017	937(A)	LORRIE PASTOOR	CLEANING	160.00
11/21/2017	938(A)	PETROLEUM TECHNOLOGIES LLC	OIL ANALYSIS	17.00
11/21/2017	939(A)	PRAXAIR	GASES	197.56
11/21/2017	940(A)	RELIABLE ROAD SERVICE INC	2112 TIRE CHANGE & REPAIR	401.00
11/21/2017	941(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	72.00
12/01/2017	DD1599(A)	BETTS, MICHAEL	PAYROLL	908.41
12/01/2017	DD1600(A)	JANIK, GREG	PAYROLL	1,883.18
12/01/2017	DD1601(A)	MANTELS, CHRISTOPHER	PAYROLL	1,436.89
12/01/2017	DD1602(A)	MILESKEWICZ, JOHN	PAYROLL	946.62
12/01/2017	DD1603(A)	VAN OSS, BRENT	PAYROLL	1,609.09
12/01/2017	EFT404(E)	457 MERS	PAYROLL	1,042.61
12/01/2017	EFT405(E)	MISDU	PAYROLL	217.86
12/01/2017	EFT406(E)	IRS	PAYROLL	2,538.98
12/05/2017	19630	PRIORITY HEALTH	HEALTH INSURANCE	805.74
12/11/2017	DD1604(A)	BECKMAN, ERIC	PAYROLL	25.82
12/11/2017	DD1605(A)	BEEK, HEATHER	PAYROLL	194.89
12/11/2017	DD1606(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,413.82
12/11/2017	DD1607(A)	BETTS, MICHAEL	PAYROLL	800.71
12/11/2017	DD1608(A)	BLATT, DAVID	PAYROLL	528.84
12/11/2017	DD1609(A)	BLOK, MICHAEL	PAYROLL	234.92
12/11/2017	DD1610(A)	BRUNSTING, JESSICA	PAYROLL	169.51
12/11/2017	DD1611(A)	DORNBUSH, JEFFREY	PAYROLL	20.00
12/11/2017	DD1612(A)	DORNBUSH, KALEIGH	PAYROLL	493.23
12/11/2017	DD1613(A)	ENGLAND, MICHAEL	PAYROLL	128.15
12/11/2017	DD1614(A)	GARGANO, CHRISTINE	PAYROLL	172.00
12/11/2017	DD1615(A)	GARGANO, MARK	PAYROLL	298.95
12/11/2017	DD1616(A)	GROENDYKE, BRET	PAYROLL	130.65
12/11/2017	DD1617(A)	KERRIDGE, ADAM	PAYROLL	93.93
12/11/2017	DD1618(A)	KIRCHERT, ERIK	PAYROLL	435.54
12/11/2017	DD1619(A)	MANTELS, CHRISTOPHER	PAYROLL	48.57
12/11/2017	DD1620(A)	MC ARTHUR, JOHN	PAYROLL	51.28
12/11/2017	DD1621(A)	MC ILWAINE, ROY	PAYROLL	26.42

12/15/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 11/21/2017 - 12/18/2017				
Check Date	Check	Vendor Name	Description	Amount
12/11/2017	DD1622(A)	MEISTE, JAMES	PAYROLL	136.55
12/11/2017	DD1623(A)	MEYER, KYLE	PAYROLL	637.18
12/11/2017	DD1624(A)	MILESKEWICZ, JOHN	PAYROLL	345.20
12/11/2017	DD1625(A)	MOKMA, WAYNE	PAYROLL	184.81
12/11/2017	DD1626(A)	MOORADIAN, KATHRYN	PAYROLL	26.12
12/11/2017	19631	PHELPS, DONALD	PAYROLL	26.42
12/11/2017	DD1627(A)	REWA, LANDON	PAYROLL	298.91
12/11/2017	DD1628(A)	SEYMOUR, SCOTT	PAYROLL	59.68
12/11/2017	DD1629(A)	STARRING, LINUS	PAYROLL	826.44
12/11/2017	DD1630(A)	STARRING, MARILYN	PAYROLL	26.12
12/11/2017	STUB56(A)	STURM, ELLIOTT	PAYROLL	0.00
12/11/2017	DD1631(A)	VAN AUKEN, LAUREL	PAYROLL	238.32
12/11/2017	DD1632(A)	VAN OSS, BRENT	PAYROLL	112.26
12/11/2017	DD1633(A)	VERPLANK, JANE	PAYROLL	26.42
12/11/2017	DD1634(A)	WILKINSON, ERIN	PAYROLL	35.24
12/11/2017	EFT407(E)	457 MERS	PAYROLL	1,780.26
12/11/2017	EFT408(E)	MISDU	PAYROLL	383.91
12/11/2017	EFT409(E)	IRS	PAYROLL	2,522.26
12/15/2017	DD1635(A)	BETTS, MICHAEL	PAYROLL	908.41
12/15/2017	DD1636(A)	JANIK, GREG	PAYROLL	1,883.17
12/15/2017	DD1637(A)	MANTELS, CHRISTOPHER	PAYROLL	1,436.89
12/15/2017	DD1638(A)	MILESKEWICZ, JOHN	PAYROLL	946.62
12/15/2017	DD1639(A)	VAN OSS, BRENT	PAYROLL	1,609.10
12/15/2017	EFT410(E)	457 MERS	PAYROLL	1,042.61
12/15/2017	EFT411(E)	MISDU	PAYROLL	217.86
12/15/2017	EFT412(E)	IRS	PAYROLL	2,538.98
12/18/2017	942(E)	ACCIDENT FUND	WORKER COMP INSURANCE	7,945.75
12/18/2017	943(E)	COMCAST	TELEPHONES & INTERNET	189.67
12/18/2017	944(E)	ENGINEERED PROTECTION SYSTEMS INC	FIRE ALARM MONITORING	222.00
12/18/2017	945(E)	FIRST BANKCARD	UNIFORMS, TECHNOLOGY & SUPPLIES	2,399.47
12/18/2017	946(E)	KAL LAKE SEWER WATER	WATER	95.68
12/18/2017	947(E)	MENARDS	REPAIRS, SUPPLIES & MAINTANCE	608.99
12/18/2017	948(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	254.99
12/18/2017	949(E)	PRIORITY HEALTH	HEALTH INSURANCE	4,293.88
12/18/2017	950(E)	REPUBLIC SERVICES 240	TRASH	116.51
12/18/2017	951(A)	APPLIED IMAGING	COPIER	194.39
12/18/2017	952(A)	CHRIS BERNHARDY	TRAINING	709.00
12/18/2017	953(A)	BLOOM SLUGGETT MORGAN	LEGAL FEES	721.50
12/18/2017	954(A)	FLAMETAMER FIRE PROTECTION	FIRE EXT	1,000.00
12/18/2017	955(A)	FRIS OFFICE	OFFICE SUPPLIES	136.93
12/18/2017	956(A)	MOTOROLA SOLUTIONS INC	RADIO CABLE	180.00
12/18/2017	957(A)	LORRIE PASTOOR	CLEANING	160.00
12/18/2017	958(A)	PRAXAIR	CYLINDER RENTAL	98.94

12/15/2017		CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT		
CHECK DATE FROM 11/21/2017 - 12/18/2017				
Check Date	Check	Vendor Name	Description	Amount
12/18/2017	959(A)	RELIABLE ROAD SERVICE INC	2151 SEAT	725.00
12/18/2017	960(A)	SECURE N SAFE LLC	CAMERAS BACK BUILDING	5,014.00
12/18/2017	961(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	24.00
12/18/2017	19632	BACK ROADS SERVICES	PUMP TEST	1,120.00
12/18/2017	19633	IHLE AUTO PARTS	MAINTENANCE	314.60
12/18/2017	19634	INTERNAL SOUND & COMMUNICATION	TELEPHONE REPAIR	105.00
12/18/2017	19635	MICHIGAN RESCUE CONCEPTS	SECOND CHANCE THROW BAG	770.00
12/18/2017	19636	WEST MICHIGAN OFFICE INTERIORS	OFFICE CHAIR	335.00
12/18/2017	19637	CHROUCH COMMUNICATIONS INC	RADIO AMPLIFIER	659.70
12/18/2017	19638	AMARU LEATHER	CELL PHONE CASES	156.00
12/18/2017	19639	MMRMA	INSURANCE	5,494.50
12/18/2017	19640	OFFICE DEPOT	OFFICE SUPPLIES	205.53
12/18/2017	19641	OVERISEL LUMBER CO	MAINTENANCE	67.07
12/18/2017	19642	STANDARD	INSURANCE	499.53
12/18/2017	19643	TOWER MARINE	BOATS OUT	1,039.25
12/18/2017	19644	ZORO	OFFICE SUPPLIES	239.93
Total of 100 Checks:				75,435.84
Less 0 Void Checks:				0.00
Total of 100 Disbursements:				75,435.84

Vendor Name	Description	Amount
1. ACCIDENT FUND		
	WORKER COMP INSURANCE	7,945.75
2. AMARU LEATHER		
	CELL PHONE CASES	156.00
3. APPLIED IMAGING		
	COPIER	194.39
4. BACK ROADS SERVICES		
	PUMP TEST	1,120.00
5. BLOOM SLUGGETT MORGAN		
	LEGAL FEES	721.50
6. CHRIS BERNHARDY		
	TRAINING	709.00
7. CHROUCH COMMUNICATIONS INC		
	RADIO	279.74
	RADIO CHARGER	95.32
	RADIO AMPLIFIER	284.64
	TOTAL	659.70
8. COMCAST		
	TELEPHONES & INTERNET	189.67
9. ENGINEERED PROTECTION SYSTEMS INC		
	FIRE ALARM MONITORING	222.00
10. FIRST BANKCARD		
	TRAINING, SUPPLIES & UNIFORMS	1,418.64
	UNIFORMS, TECHNOLOGY & SUPPLIES	728.69
	RADIO SUPPLIES	52.14
	APPRECIATION	200.00
	TOTAL	2,399.47
11. FLAMETAMER FIRE PROTECTION		
	FIRE EXT	1,000.00
12. FRIS OFFICE		
	OFFICE SUPPLIES	136.93
13. IHLE AUTO PARTS		
	MAINTENANCE	314.60
14. INTERNAL SOUND & COMMUNICATIONS INC		
	TELEPHONE REPAIR	105.00
15. KAL LAKE SEWER WATER		
	WATER	95.68
16. LORRIE PASTOOR		
	CLEANING	160.00
17. MENARDS		
	REPAIRS, SUPPLIES & MAINTANCE	608.99
18. MICHIGAN GAS UTILITIES		
	NATURAL GAS	254.99
19. MICHIGAN RESCUE CONCEPTS		
	SECOND CHANCE THROW BAG	770.00
20. MMRMA		
	INSURANCE	5,494.50
21. MOTOROLA SOLUTIONS INC		
	RADIO CABLE	180.00
22. OFFICE DEPOT		
	OFFICE SUPPLIES	205.53
23. OVERISEL LUMBER CO		
	MAINTENANCE	67.07
24. PRAXAIR		
	CYLINDER RENTAL	98.94
25. PRIORITY HEALTH		
	HEALTH INSURANCE	805.74
	HEALTH INSURANCE	4,293.88
	TOTAL	5,099.62

Vendor Name	Description	Amount
26. RELIABLE ROAD SERVICE INC	2151 SEAT	725.00
27. REPUBLIC SERVICES 240	TRASH	116.51
28. SECURE N SAFE LLC	CAMERAS BACK BUILDING	5,014.00
29. STANDARD	INSURANCE	499.53
30. TOWER MARINE	BOATS OUT	1,039.25
31. WEST MICHIGAN OFFICE INTERIORS	OFFICE CHAIR	335.00
32. WEST MICHIGAN UNIFORM	SHOP TOWELS	24.00
33. ZORO	OFFICE SUPPLIES	239.93
TOTAL - ALL VENDORS		36,902.55
FUND TOTALS:		
Fund 206 - FIRE FUND		36,615.10
Fund 210 - REGIONAL TRAINING CENTER		287.45

User: Peter

DB: Stfd

PERIOD ENDING 12/31/2017

		2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2017	MONTH 12/31/2017	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	SAUGATUCK CITY	283,060.00	7,057.35	6,636.11	276,002.65	2.49
206-000-402.000	SAUGATUCK TOWNSHIP	576,070.00	8,566.93	8,566.93	567,503.07	1.49
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	668.37	80.00	331.63	66.84
206-000-460.000	INSPECTION & PLAN REVIEW FEES	5,000.00	3,325.00	0.00	1,675.00	66.50
206-000-465.000	COST RECOVERY	5,500.00	5,430.25	0.00	69.75	98.73
206-000-560.000	GRANTS & DONATIONS	49,000.00	48,378.05	2,500.00	621.95	98.73
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	1,750.00	1,308.78	0.00	441.22	74.79
206-000-685.000	SALES OF ASSETS	2,700.00	2,700.00	600.00	0.00	100.00
Total Dept 000		1,213,930.00	77,434.73	18,383.04	1,136,495.27	6.38
TOTAL REVENUES		1,213,930.00	77,434.73	18,383.04	1,136,495.27	6.38
Expenditures						
Dept 336-FIRE FUND						
206-336-702.000	BOARD SALARY	3,000.00	1,185.00	180.00	1,815.00	39.50
206-336-704.000	CHIEF SALARY	70,000.00	30,865.40	5,384.62	39,134.60	44.09
206-336-705.000	OFFICER SALARIES	10,300.00	2,779.10	595.82	7,520.90	26.98
206-336-708.000	CAREER FIREFIGHTER	184,381.00	80,393.73	14,129.60	103,987.27	43.60
206-336-709.000	OPERATIONAL WAGES	38,500.00	21,608.95	4,253.71	16,891.05	56.13
206-336-710.000	FIRE CALLS	45,000.00	23,508.50	2,830.50	21,491.50	52.24
206-336-711.000	MEDICAL CALLS	30,000.00	14,348.00	1,447.00	15,652.00	47.83
206-336-712.000	TRAINING	22,000.00	9,385.20	1,775.10	12,614.80	42.66
206-336-713.000	SPECIAL EVENTS	10,000.00	7,113.00	115.00	2,887.00	71.13
206-336-720.000	PAYROLL TAXES	33,000.00	14,947.08	2,403.02	18,052.92	45.29
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	77,100.00	39,387.16	6,499.15	37,712.84	51.09
206-336-722.000	WORKER COMP INSURANCE	30,000.00	20,720.44	4,794.94	9,279.56	69.07
206-336-723.000	RETIREMENT	50,000.00	21,984.41	3,795.36	28,015.59	43.97
206-336-727.000	OPERATING SUPPLIES	18,000.00	5,859.35	310.26	12,140.65	32.55
206-336-728.000	GAS & OIL	10,000.00	2,776.26	10.11	7,223.74	27.76
206-336-730.000	PROFESSIONAL SERVICES	18,000.00	12,278.15	881.50	5,721.85	68.21
206-336-742.000	TESTING, REPAIR & REPLACEMENT	11,500.00	2,673.77	1,120.00	8,826.23	23.25
206-336-745.000	STATION TOOLS	2,500.00	632.73	0.00	1,867.27	25.31
206-336-746.000	FIRE FIGHTER TOOLS	6,400.00	523.72	0.00	5,876.28	8.18
206-336-751.000	PHONES	10,000.00	4,501.42	631.66	5,498.58	45.01
206-336-752.000	UTILITIES	12,000.00	4,606.65	467.18	7,393.35	38.39
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	16,210.64	2,575.16	28,789.36	36.02
206-336-761.000	BOAT MAINTENANCE	30,000.00	25,228.83	1,039.25	4,771.17	84.10
206-336-762.000	RADIO & PAGER R&R	6,500.00	3,025.76	1,722.16	3,474.24	46.55
206-336-763.000	BUILDING REPAIR & MAINTENANCE	16,000.00	4,691.68	266.27	11,308.32	29.32
206-336-764.000	BUILDING SECURITY	4,000.00	444.00	222.00	3,556.00	11.10
206-336-767.000	DUES & SUBSCRIPTIONS	2,200.00	230.00	0.00	1,970.00	10.45
206-336-770.000	OFFICE EXPENSES	7,000.00	3,254.55	1,397.91	3,745.45	46.49
206-336-771.000	TECHNOLOGY	9,600.00	2,968.95	84.99	6,631.05	30.93
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	8,815.27	225.42	1,184.73	88.15
206-336-781.000	TURN OUT GEAR	8,500.00	1,214.77	0.00	7,285.23	14.29
206-336-785.000	EDUCATION	15,000.00	7,800.09	737.83	7,199.91	52.00
206-336-791.000	MEDICAL SUPPLY	6,500.00	3,713.63	0.00	2,786.37	57.13

User: Peter

DB: Stfd

PERIOD ENDING 12/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 12/31/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 206 - FIRE FUND						
Expenditures						
206-336-795.000	FIRE PREVENTION	14,500.00	13,334.70	0.00	1,165.30	91.96
206-336-796.000	PHYSICALS	8,000.00	6,445.37	0.00	1,554.63	80.57
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	13,762.00	5,494.50	6,238.00	68.81
206-336-861.000	TAX CHARGE BACK	500.00	53.43	0.00	446.57	10.69
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	23,904.56	0.00	95.44	99.60
206-336-985.000	LONG TERM CAPITAL	199,500.00	103,973.86	5,784.00	95,526.14	52.12
206-336-986.000	CAPITAL FUND TRANSFER	51,849.00	0.00	0.00	51,849.00	0.00
Total Dept 336-FIRE FUND		1,213,930.00	561,687.82	71,174.02	652,242.18	46.27
TOTAL EXPENDITURES		1,213,930.00	561,687.82	71,174.02	652,242.18	46.27
Fund 206 - FIRE FUND:						
TOTAL REVENUES		1,213,930.00	77,434.73	18,383.04	1,136,495.27	6.38
TOTAL EXPENDITURES		1,213,930.00	561,687.82	71,174.02	652,242.18	46.27
NET OF REVENUES & EXPENDITURES		0.00	(484,253.09)	(52,790.98)	484,253.09	100.00

User: Peter

DB: Stfd

PERIOD ENDING 12/31/2017

GL NUMBER	DESCRIPTION	2017-18 AMENDED BUDGET	YTD BALANCE 12/31/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2017 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 210 - REGIONAL TRAINING CENTER						
Revenues						
Dept 000						
210-000-450.000	FIRE SERVICES	0.00	0.00	0.00	0.00	0.00
210-000-560.000	GRANTS & DONATIONS	0.00	8,420.00	0.00	(8,420.00)	100.00
210-000-561.000	REGIONAL TRAINING CENTER	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	8,420.00	0.00	(8,420.00)	100.00
TOTAL REVENUES		0.00	8,420.00	0.00	(8,420.00)	100.00
Expenditures						
Dept 338-TRAINING CENTER						
210-338-730.000	PROFESSIONAL SERVICES	0.00	613.95	287.45	(613.95)	100.00
210-338-805.000	REGIONAL TRAINING CENTER	0.00	0.00	0.00	0.00	0.00
Total Dept 338-TRAINING CENTER		0.00	613.95	287.45	(613.95)	100.00
TOTAL EXPENDITURES		0.00	613.95	287.45	(613.95)	100.00
Fund 210 - REGIONAL TRAINING CENTER:						
TOTAL REVENUES		0.00	8,420.00	0.00	(8,420.00)	100.00
TOTAL EXPENDITURES		0.00	613.95	287.45	(613.95)	100.00
NET OF REVENUES & EXPENDITURES		0.00	7,806.05	(287.45)	(7,806.05)	100.00
TOTAL REVENUES - ALL FUNDS		1,213,930.00	85,854.73	18,383.04	1,128,075.27	7.07
TOTAL EXPENDITURES - ALL FUNDS		1,213,930.00	562,301.77	71,461.47	651,628.23	46.32
NET OF REVENUES & EXPENDITURES		0.00	(476,447.04)	(53,078.43)	476,447.04	100.00



August 20, 2017

Gregory Janik
Saugatuck Township Fire District
3342 Blue Star Highway
Saugatuck, MI 49453

Dear Chief:

Congratulations! Your fire department has been awarded the 2016 Life Safety Achievement (LSA) Award, presented jointly by the National Association of State Fire Marshals Fire Research & Education Foundation and Grinnell Mutual.

Since 1994, LSA Award has recognized fire departments for having outstanding fire safety statistics and prevention programs during the preceding calendar year. In recognition of the proactive fire prevention efforts that your organization has made toward improving your community's safety behaviors, we are pleased to present you with the 2016 LSA Award.

Since its inception, the award has been granted to fire departments across the country that have had zero fire deaths in the previous calendar year. Recognizing that zero fire deaths may not fully reflect a fire departments prevention efforts and may be beyond their control, criteria were revised to include those that record a 10 percent reduction in fire fatalities as well as requiring documentation of an active and effective fire prevention program.

Enclosed you will find a certificate suitable for framing that recognizes your department's accomplishments, signed by your State Fire Marshal, the President of the National Association of State Fire Marshals (NASFM) Fire Research & Education Foundation and the President of Grinnell Mutual. In addition, we are providing you with a news release template that you can customize and use for informing your community of your significant fire prevention efforts in time for Fire Prevention Week, [DATES].

We congratulate you for the substantial commitment that you have made to make your community safer, and we thank you for participating in the LSA program.

If you have any questions about the award, please submit your inquiry to the NASFM Fire Research & Education Foundation general help line at admin@firemarshals.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "LB", with a long horizontal flourish extending to the right.

Butch Browning
President
NASFM Fire Research & Education Foundation

2016 LIFE SAFETY ACHIEVEMENT AWARD

This certificate is awarded to

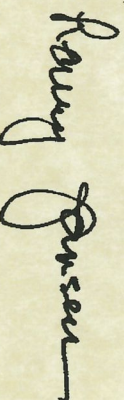
Saugatuck Township Fire District

For your outstanding efforts on behalf of fire and life safety

September 1, 2017



BUTCH BROWNING, President
NASFM Fire Research & Education



LARRY JANSEN, President & CEO
Grinnell Mutual Reinsurance Company





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

SAUGATUCK TOWNSHIP FIRE DISTRICT FIRE BOARD SCHEDULE OF MEETINGS

Meetings are held at
Saugatuck Township Fire District, 3342 Blue Star Highway, Saugatuck, MI 49453
at **4:00 p.m.** on the 3rd Monday of each Month.

2018 Fire Board Meeting Dates

- Monday January 15, 2018 —
- Monday February 19, 2018 —
- Monday March 19, 2018 —
- Monday April 16, 2018 —
- Monday May 21, 2018 —
- Monday June 18, 2018 —
- Monday July 16, 2018 —
- Monday August 20, 2018 —
- Monday September 17, 2018 —
- Monday October 15, 2018 —
- Monday November 19, 2018 —
- Monday December 17, 2018 —

NOTICE

This facility is wheelchair accessible with accessible parking spaces available. Requests 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.

International Fire Code
Section 108
BOARD OF APPEALS

[A] 108.1 Board of appeals established.

In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there is hereby created a board of appeals comprised of three (3) members of the Fire Administrative Board. Elected officials may not be appointed to serve as members of the board of appeals in any capacity. Each jurisdiction which is a constituent member of the Saugatuck Township Fire District shall appoint one (1) regular member to the board of appeals consistent with this code. Each jurisdiction shall also appoint one (1) alternate member who will be called to serve in the absence or disqualification of the jurisdiction's regular member. Members appointed to the board of appeals shall serve at the pleasure of the appointing jurisdiction's governing body; provided, however, that a board of appeals member must also be a member of the Fire Administrative Board. The fire code official shall be an ex officio member of the board of appeals but shall have no vote on any matter before the board. The board of appeals shall adopt rules of procedure for conducting its business, and shall render all decisions and findings in writing to the appellant with a duplicate copy to the fire code official.

[A] 108.2 Limitations on authority.

An application for appeal shall be based on a claim that the intent of this code or the rules legally adopted hereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or an equivalent method of protection or safety is proposed. The board shall have no authority to waive requirements of this code.

[A] 108.3 Qualifications.

The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to hazards of fire, explosions, hazardous conditions or fire protection systems.

[A] 108.4 Meetings.

The board shall meet at regular intervals, to be determined by the chairman. In any event, the board shall meet within 10 days after notice of appeal has been received.

[A] 108.5 Decisions.

Every decision shall be promptly filed in writing in the office of the fire code official and shall be open to public inspection. A certified copy shall be sent by mail or otherwise to the appellant, and a copy shall be kept publicly posted in the office of the fire code official for two weeks after filing.

BOA V4 108

International Fire Code
Section 108
BOARD OF APPEALS

[A] 108.1 Board of appeals established.

In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there ~~shall be and~~ is hereby created a board of appeals comprised of three (3) members of the Fire Administrative Board. Elected officials may not be appointed to serve as members of the board of appeals in any capacity. Each ~~municipality or~~ jurisdiction which is a constituent member of the Saugatuck Township Fire District shall appoint one (1) regular member to the board of appeals consistent with this code ~~including Appendix A~~. Each ~~municipality or~~ jurisdiction shall also appoint one (1) alternate member who will be called to serve in the absence or disqualification of the ~~municipality or~~ jurisdiction's regular member. Members ~~shall be appointed for a term of four (4) years and may be reappointed for successive terms~~ appointed to the board of appeals shall serve at the pleasure of the appointing jurisdiction's governing body; provided, however, that a board of appeals member must also be a member of the Fire Administrative Board. The fire code official shall be an ex officio member of ~~said the~~ board of appeals but shall have no vote on any matter before the board. The board of appeals shall adopt rules of procedure for conducting its business, and shall render all decisions and findings in writing to the appellant with a duplicate copy to the fire code official.

[A] 108.2 Limitations on authority.

An application for appeal shall be based on a claim that the intent of this code or the rules legally adopted hereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or an equivalent method of protection or safety is proposed. The board shall have no authority to waive requirements of this code.

[A] 108.3 Qualifications.

The board of appeals shall consist of members who are qualified by experience and training to pass on matters pertaining to hazards of fire, explosions, hazardous conditions or fire protection systems.

[A] 108.4 Meetings.

The board shall meet at regular intervals, to be determined by the chairman. In any event, the board shall meet within 10 days after notice of appeal has been received.

[A] 108.5 Decisions.

Every decision shall be promptly filed in writing in the office of the fire code official and shall be open to public inspection. A certified copy shall be sent by mail or otherwise to the appellant, and a copy shall be kept publicly posted in the office of the fire code official for two weeks after filing.