



# 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](mailto:Office@saugatuckfire.org)

## FIRE DISTRICT BOARD MEETING

4:00pm – May 20<sup>th</sup>, 2019

### AGENDA

1. Call to Order:
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
4. Reminder: It is requested that the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*):
6. Approval of Minutes:
  - A. April 15<sup>th</sup>, 2019
  - B. May 6<sup>th</sup>, 2019 – Special
7. Public Comment on Agenda Items Only (Limit 3 minutes):
8. Request for Payment:
  - A. Account Payables (Roll Call Vote)
  - B. Financial Report
9. Fire Chief Comments:
  - A. Incident Reports / Calls to Date / Overlapping Calls
  - B. Community Risk Reduction
    1. State of Michigan experienced 38 fatal fires year to date for 2019, 6 since last meeting.
    2. Girl Scouts – 1<sup>st</sup> Aid and Fire Prevention
    3. Boy Scouts – 1<sup>st</sup> Aid
  - C. Allegan County Fire Academy
  - D. Dry Hydrant Inspection and Testing Costs
  - E. Grant Awards
    1. Home Fire Sprinkler Coalition - Sprinkler Grant
  - F. Thank you's.
    1. Ax-men Tree Service
    2. Lake Vista Super Valu
10. Unfinished Business:
  - A. Budget – Staffing & Millage History
11. New Business:
  - A. Funding Approval – Painting of Building Exteriors (Roll Call Vote)
  - B. Cost Recovery – Douglas Frequent Caller
  - C. Set Date for 2019 Fiscal Year Budget Approval Public Hearing (Propose June 17<sup>th</sup>, 2019, at 4:00pm)
  - D. Fiscal Year 2019 Budget – Approve request to send 2019 budget proposal to Saugatuck City, Douglas City, and Saugatuck Township for their respective approvals. (Roll Call Vote)
12. Correspondence:
  - A. None
13. Public Comments: (Limit 3 minutes):
14. Fire Board Comments:
15. 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 – April 15<sup>th</sup>, 2019

### DRAFT MINUTES

1. Call to Order / Roll Call: **Meeting called to order by J. Verplank at 4:00pm**  
**PRESENT:** S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps, K. Mooradian, A. Miller  
**ABSENT with Notice:** None  
**Also Present:** Chief Greg Janik, P. Stanislawski
  2. Reminder: It is requested that the board silences cell phones and put them away for the duration of the meeting.
  3. Pledge of Allegiance (*Stand if you are able*):
  4. Approval of Agenda (*additions / deletions*):  
**Agenda approved as presented.**
  5. Approval of Minutes:
    - A. **March 18<sup>th</sup>, 2019**  
**Motion by Beckman, 2<sup>nd</sup> by Phelps to approve the minutes of the 3/18/2019 meeting as presented.**  
**No discussion, motion carries unanimously.**
  6. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
  7. Request for Payment:
    - A. **Account Payables (Roll Call Vote)**  
**Motion by Phelps, 2<sup>nd</sup> by Fox to pay the invoices in the amount of \$82,616.12. No discussion.**  
**YAYS:** Phelps, Fox, Miller, Mooradian, Verplank, Beckman, Aldrich  
**NAYS:** None  
**ABSENT:** None  
**Motion Passes 7:0**
    - B. **Financial Report**
      - i. **Financial Report was reviewed by P. Stanislawski.**
  8. Fire Chief Comments:
    - A. **Incident Reports / Calls to Date / Overlapping Calls**
      1. **Incident report statistics were reviewed - 194 calls year to date for 2019**
      2. **5:58 – average response time year to date.**
    - B. **Community Risk Reduction**
      1. **State of Michigan experienced 32 fatal fires year to date for 2019, 13 since last meeting.**
  9. Unfinished Business:
    - A. **None**
  10. New Business:
    - A. **Skid Steer – Discussion**
      1. **Discussion ensued about the uses of skid steers in emergency operations.**
      2. **Chief Janik will let the owner know we are not ready to make a purchase at this time.**
    - B. **Cost Recovery Update**
      1. **2019 Cost Recovery filings were reviewed.**
    - C. **Budget – Staffing**
      1. **Discussion ensued about wages and staffing retention.**
      2. **Discussion ensued about staffing levels and quantity of personnel per shift.**
      3. **Discussion ensued about space concerns and station sizing.**
- Page 24 of 16 What level of staffing does the community want and what are they willing to pay for.



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## D. 2018 International Fire Code Adoption with Marijuana Facility Additions (Roll Call Vote)

- a. Discussion ensued.
- b. Tabled until next meeting.

### 11. Correspondence:

#### A. None

### 12. Public Comments: (Limit 3 minutes):

- A. C. Mantels thanked the board for the discussion about budget and staffing.
- B. G. Janik thanked the Township for agreeing to re-enter the Fennville Ambulance Authority Board

### 13. Fire Board Comments:

#### A. None

### 14. Adjournment: **Meeting adjourned at 5:46pm**

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## FIRE DISTRICT BOARD "SPECIAL" MEETING

4:00pm – May 6<sup>th</sup>, 2019

### DRAFT MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 4:02pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:  
**PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank,**  
**ABSENT with Notice: S. Phelps, A. Miller**  
**ALSO Present: Chief Greg Janik, P. Stanislawski**
4. Reminder: It is requested that the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*): **Motion by Beckman, 2<sup>nd</sup> by Fox to approve the agenda as presented.**  
**No discussion, motion passes by unanimous voice vote.**
6. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
7. New Business:
  - A. **#2174 – 2019 RAM Truck Capital Justification Amendment (Roll Call Vote)**  
**Motion by Beckman 2<sup>nd</sup> by Aldrich to authorize Fire District staff to add an additional \$3,000.00 to the purchase of the 2019 RAM 3500 Pickup Truck from *Wayland Chrysler*, including the Reading aluminum service body, lighting, lettering, equipment, and arrow board, with a revised not to exceed amount of \$83,000.00. Discussion ensued to use the MI Gov dealers in the future and not use K&M Wayland or non-MI Gov dealers in the future.**  
**YEAS: Beckman, Aldrich, Fox, Verplank, Mooradian**  
**NAYS: None**  
**ABSENT: Phelps, Miller**  
**Motion Passes: 5:0**
  - B. **Budget & Staffing – Discussion**
    1. Chief Janik presented the proposed budget and discussed changes to provide a stipend for paid on call staff and adding a full-time position to assist in keeping up with the rental inspection workload and pre-plans.
    2. Discussion ensued about rental inspection and plan review fees. Fox suggested raising the rental inspection fees.
    3. Fire District staff will provide a document with amended rental fees at an upcoming regular meeting.
  - C. **Millage Proposal**
    1. Discussion about raising the millage 0.2 to a total of 2.2 mils ensued. This would cost homeowners with a value of \$400,000 or a taxable value of \$200,000, approximately \$40.00 annually.
    2. Everyone present feels that raising the millage to cover the paid-on call stipend would be received fairly well by the municipalities as the Fire District currently monopolizes a lot of family time with no compensation.



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3. Beckman requested a one-page document that explains what the 0.2 mils would generate, and what the additional funding would be used for to be shared with the public and the municipalities the fire district serves.

1. Past several years of millage.
2. What the increase will be used for.
3. What the estimated cost per taxpayer will be.
4. Call volume per year along with the millage at that time.

8. Public Comments: (Limit 3 minutes):

- A. C. Mantels thanked the board for their efforts in the budgeting process.

9. Fire Board Comments:

- A. D. Fox discussed the fireboats and the cost of running them. Discussion ensued.

10. Adjournment:

- A. Meeting adjourned at 5:29pm.

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05/17/2019 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 04/16/2019 - 05/20/2019				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
04/19/2019	DD2294(A)	BERNHARDY, CHRISTOPHER	PAYROLL	965.70
04/19/2019	DD2295(A)	BETTS, MICHAEL	PAYROLL	949.08
04/19/2019	DD2296(A)	JANIK, GREG	PAYROLL	1,970.00
04/19/2019	DD2297(A)	MANTELS, CHRISTOPHER	PAYROLL	2,041.13
04/19/2019	DD2298(A)	MILESKEWICZ, JOHN	PAYROLL	1,165.01
04/19/2019	EFT588(E)	457 MERS	PAYROLL	1,045.29
04/19/2019	EFT589(E)	MISDU	PAYROLL	217.86
04/19/2019	EFT590(E)	IRS	PAYROLL	2,177.12
04/19/2019	EFT591(E)	MERS	PAYROLL	1,059.75
04/19/2019	EFT592(E)	STATE OF MICHIGAN	PAYROLL	1,426.95
04/26/2019	19944	FARMHOUSE DELI	APPRECIATION DINNER	1,740.00
04/29/2019	19946	THE RENTAL COMPANY	APPRECIATION	292.41
04/29/2019	19947	BUTLER	CRANE SERVICES	750.00
04/29/2019	1368(A)	SHAGS-SHOP INC	LIVE FIRE TRAINING FACILITY	1,500.00
04/30/2019	1369(E)	COMCAST	TELEPHONES & INTERNET	263.17
04/30/2019	1370(E)	FIRST BANKCARD	OFFICE	2,500.48
04/30/2019	1371(E)	REPUBLIC SERVICES 240	TRASH	104.44
05/03/2019	DD2299(A)	BERNHARDY, CHRISTOPHER	PAYROLL	992.71
05/03/2019	DD2300(A)	BETTS, MICHAEL	PAYROLL	949.06
05/03/2019	DD2301(A)	JANIK, GREG	PAYROLL	1,970.00
05/03/2019	DD2302(A)	MANTELS, CHRISTOPHER	PAYROLL	1,859.05
05/03/2019	DD2303(A)	MILESKEWICZ, JOHN	PAYROLL	1,164.99
05/03/2019	EFT593(E)	457 MERS	PAYROLL	1,049.85
05/03/2019	EFT594(E)	MISDU	PAYROLL	217.86
05/03/2019	EFT595(E)	IRS	PAYROLL	2,187.31
05/03/2019	EFT596(E)	MERS	PAYROLL	1,059.75
05/07/2019	19949	K & M WAYLAND CHRYSLER INC	DODGE RAM 3500	53,000.00
05/07/2019	DD2304(A)	ALDRICH, STACEY	PAYROLL	25.43
05/07/2019	DD2305(A)	BECKMAN, ERIC	PAYROLL	25.82
05/07/2019	DD2306(A)	BEEK, HEATHER	PAYROLL	420.97
05/07/2019	DD2307(A)	BERNHARDY, CHRISTOPHER	PAYROLL	400.63
05/07/2019	DD2308(A)	BETTS, MICHAEL	PAYROLL	56.54
05/07/2019	DD2309(A)	BLATT, DAVID	PAYROLL	761.50
05/07/2019	DD2310(A)	BLOK, MICHAEL	PAYROLL	363.80
05/07/2019	DD2311(A)	BRUMMEL, MEL	PAYROLL	97.35
05/07/2019	DD2312(A)	DORNBUSH, KALEIGH	PAYROLL	290.23
05/07/2019	DD2313(A)	ENGLAND, MICHAEL	PAYROLL	95.00
05/07/2019	DD2314(A)	GARGANO, CHRISTINE	PAYROLL	127.68
05/07/2019	DD2315(A)	GARGANO, MARK	PAYROLL	283.54
05/07/2019	DD2316(A)	GROENDYKE, BRET	PAYROLL	130.64
05/07/2019	DD2317(A)	JANIK, GREG	PAYROLL	231.94

05/17/2019 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 04/16/2019 - 05/20/2019				
Check Date	Check	Vendor Name	Description	Amount
05/07/2019	DD2318(A)	KIRCHERT, ERIK	PAYROLL	621.62
05/07/2019	DD2319(A)	MANTELS, CHRISTOPHER	PAYROLL	214.91
05/07/2019	DD2320(A)	MCGOWAN, WILLIAM	PAYROLL	137.29
05/07/2019	DD2321(A)	MEISTE, JAMES	PAYROLL	126.70
05/07/2019	DD2322(A)	MEYER, KYLE	PAYROLL	1,176.81
05/07/2019	DD2323(A)	MILESKEWICZ, JOHN	PAYROLL	615.75
05/07/2019	DD2324(A)	MILLER, AARON	PAYROLL	25.43
05/07/2019	DD2325(A)	MINNIEAR, HARRY	PAYROLL	278.50
05/07/2019	DD2326(A)	MOKMA, WAYNE	PAYROLL	284.02
05/07/2019	DD2327(A)	MOORADIAN, KATHRYN	PAYROLL	26.13
05/07/2019	19948	PHELPS, DONALD	PAYROLL	26.43
05/07/2019	DD2328(A)	PINA, ALYSSA	PAYROLL	425.64
05/07/2019	DD2329(A)	REWA, LANDON	PAYROLL	490.39
05/07/2019	DD2330(A)	SEYMOUR, SCOTT	PAYROLL	184.23
05/07/2019	DD2331(A)	STARRING, LINUS	PAYROLL	611.53
05/07/2019	DD2332(A)	STURM, ELLIOTT	PAYROLL	529.35
05/07/2019	DD2333(A)	VAN AUKEN, LAUREL	PAYROLL	356.40
05/07/2019	DD2334(A)	VAN OSS, BRENT	PAYROLL	513.90
05/07/2019	DD2335(A)	VERPLANK, JANE	PAYROLL	26.42
05/07/2019	EFT597(E)	457 MERS	PAYROLL	1,075.33
05/07/2019	EFT598(E)	MISDU	PAYROLL	64.99
05/07/2019	EFT599(E)	IRS	PAYROLL	2,495.42
05/17/2019	DD2336(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,118.46
05/17/2019	DD2337(A)	BETTS, MICHAEL	PAYROLL	949.06
05/17/2019	DD2338(A)	JANIK, GREG	PAYROLL	1,970.00
05/17/2019	DD2339(A)	MANTELS, CHRISTOPHER	PAYROLL	1,965.04
05/17/2019	DD2340(A)	MILESKEWICZ, JOHN	PAYROLL	1,165.00
05/17/2019	EFT600(E)	457 MERS	PAYROLL	1,076.01
05/17/2019	EFT601(E)	MISDU	PAYROLL	217.86
05/17/2019	EFT602(E)	IRS	PAYROLL	2,274.40
05/20/2019	19950	BREMER & BOUMAN HEATING &	BATHROOM FANS	1,663.00
05/20/2019	19951	LAKE VISTA SUPERVALUE	SUPPLIES	47.49
05/20/2019	19952	GRAAFSCHAP FIRE DEPARTMENT	APPRECIATION	252.00
05/20/2019	19953	IHLE AUTO PARTS	REPAIRS	273.14
05/20/2019	19954	MFE INC	2151 AIR EJECTOR	306.42
05/20/2019	19955	ANCHORAGE MARINE SERVICE	2191 MAINTENANCE	3,284.38
05/20/2019	19956	WEST MICHIGAN OFFICE INTERIO	TRAINING ROOM	824.80
05/20/2019	19957	COMPAAN DOOR & OPERATOR IN	DOOR MAINTENANCE	382.55
05/20/2019	19958	MARK CLEVELAND	FIRE TESTING WATER	400.00
05/20/2019	19959	SENSIT TECHNOLOGIES LLC	SENSORS	408.96
05/20/2019	19960	VS FLOWERS	APPRECIATION	120.00
05/20/2019	19961	OVERISEL LUMBER CO	REPAIRS	24.28
05/20/2019	19962	STANDARD	INSURANCE	534.64

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Check Date	Check	Vendor Name	Description	Amount
05/20/2019	1372(E)	COMCAST	TELEPHONES & INTERNET	263.18
05/20/2019	1373(E)	CONSUMERS ENERGY	FIRE BUILDING	440.84
05/20/2019	1374(E)	CONSUMERS ENERGY	FIRE DOCK	195.48
05/20/2019	1375(E)	FIRST BANKCARD	INSURANCE	3,519.61
05/20/2019	1376(E)	KAL LAKE SEWER WATER	WATER	209.92
05/20/2019	1377(E)	KAL LAKE SEWER WATER	WATER	196.23
05/20/2019	1378(E)	MENARDS	SUPPLIES	144.97
05/20/2019	1379(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	234.80
05/20/2019	1380(E)	REPUBLIC SERVICES 240	TRASH	104.67
05/20/2019	1381(E)	SHELL	GASOLINE & DIESEL	38.22
05/20/2019	1382(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	442.43
05/20/2019	1383(A)	APPLIED IMAGING	COPIER USE	280.75
05/20/2019	1384(A)	BLOOM SLUGGETT PC	LEGAL FEES	1,852.50
05/20/2019	1385(A)	BREATHING AIR SYSTEMS INC	SCBA REPAIR COMPRESSOR	588.30
05/20/2019	1386(A)	FRIS OFFICE	OFFICE SUPPLIES	85.32
05/20/2019	1387(A)	GREG JANIK	INSURANCE	1,069.10
05/20/2019	1388(A)	MASTER MEDICAL EQUIPMENT	AED	895.00
05/20/2019	1389(A)	MOORE MEDICAL LLC	OXIMETER	1,307.98
05/20/2019	1390(A)	LORRIE PASTOOR	CLEANING	135.00
05/20/2019	1391(A)	PRAXAIR	CYLINDER RENTAL	270.18
05/20/2019	1392(A)	RELIABLE ROAD SERVICE INC	2171 TIRE REPAIR	20.00
05/20/2019	1393(A)	SPENCER MANUFACTURING INC	2111 CAB REPAIR	192.00
05/20/2019	1394(A)	SUMMIT COMPANIES	HYDRO CYLINDER TEST	113.75
05/20/2019	1395(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	72.00
Total of 108 Checks:				130,166.95
Less 0 Void Checks:				0.00
Total of 108 Disbursements:				130,166.95



User: Peter

DB: Stfd

PERIOD ENDING 05/31/2019

		2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
		05/31/2019	05/31/2019	MONTH 05/31/2019	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	SAUGATUCK CITY	295,000.00	295,851.62	13,736.61	(851.62)	100.29
206-000-402.000	SAUGATUCK TOWNSHIP	612,000.00	611,788.67	31,923.21	211.33	99.97
206-000-403.000	DOUGLAS CITY	307,000.00	307,657.96	15,391.41	(657.96)	100.21
206-000-450.000	FIRE SERVICES	1,000.00	4,004.76	50.00	(3,004.76)	400.48
206-000-460.000	INSPECTION & PLAN REVIEW FEES	4,000.00	9,282.19	2,400.00	(5,282.19)	232.05
206-000-465.000	COST RECOVERY	7,000.00	21,267.21	788.25	(14,267.21)	303.82
206-000-560.000	GRANTS & DONATIONS	3,000.00	3,484.00	500.00	(484.00)	116.13
206-000-665.000	INTEREST	3,000.00	4,694.20	0.00	(1,694.20)	156.47
206-000-685.000	SALES OF ASSETS	500.00	600.00	0.00	(100.00)	120.00
Total Dept 000		1,232,500.00	1,258,630.61	64,789.48	(26,130.61)	102.12
TOTAL REVENUES		1,232,500.00	1,258,630.61	64,789.48	(26,130.61)	102.12
Expenditures						
Dept 336 - FIRE FUND						
206-336-702.000	BOARD SALARY	3,000.00	2,160.00	180.00	840.00	72.00
206-336-704.000	CHIEF SALARY	73,300.00	63,023.23	5,637.70	10,276.77	85.98
206-336-705.000	OFFICER SALARIES	12,000.00	6,762.40	687.49	5,237.60	56.35
206-336-708.000	CAREER FIREFIGHTER	197,000.00	149,324.96	12,382.16	47,675.04	75.80
206-336-709.000	OPERATIONAL WAGES	54,600.00	53,454.96	4,644.77	1,145.04	97.90
206-336-710.000	FIRE CALLS	45,000.00	47,512.37	3,263.94	(2,512.37)	105.58
206-336-711.000	MEDICAL CALLS	30,000.00	23,625.40	2,975.77	6,374.60	78.75
206-336-712.000	TRAINING	22,000.00	17,623.09	2,178.00	4,376.91	80.10
206-336-713.000	SPECIAL EVENTS	18,000.00	15,733.68	0.00	2,266.32	87.41
206-336-720.000	PAYROLL TAXES	33,000.00	31,282.89	2,444.09	1,717.11	94.80
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	77,100.00	62,635.85	2,630.74	14,464.15	81.24
206-336-722.000	WORKER COMP INSURANCE	32,000.00	33,075.00	0.00	(1,075.00)	103.36
206-336-723.000	RETIREMENT	50,000.00	44,119.80	3,516.75	5,880.20	88.24
206-336-727.000	OPERATING SUPPLIES	18,000.00	17,246.71	1,849.29	753.29	95.82
206-336-728.000	GAS & OIL	11,000.00	8,856.48	38.22	2,143.52	80.51
206-336-730.000	PROFESSIONAL SERVICES	30,000.00	31,222.75	2,387.50	(1,222.75)	104.08
206-336-742.000	TESTING, REPAIR & REPLACEMENT	11,500.00	12,108.72	997.26	(608.72)	105.29
206-336-745.000	STATION TOOLS	3,000.00	271.39	0.00	2,728.61	9.05
206-336-746.000	FIRE FIGHTER TOOLS	10,000.00	8,829.47	0.00	1,170.53	88.29
206-336-751.000	PHONES	11,000.00	9,933.52	785.61	1,066.48	90.30
206-336-752.000	UTILITIES	13,000.00	12,224.29	1,381.94	775.71	94.03
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	40,000.00	28,819.59	1,233.52	11,180.41	72.05
206-336-761.000	BOAT MAINTENANCE	15,000.00	12,299.39	3,804.37	2,700.61	82.00
206-336-762.000	RADIO & PAGER R&R	6,500.00	1,946.50	0.00	4,553.50	29.95
206-336-763.000	BUILDING REPAIR & MAINTENANCE	16,000.00	15,648.68	2,823.41	351.32	97.80
206-336-764.000	BUILDING SECURITY	2,000.00	1,425.00	0.00	575.00	71.25
206-336-767.000	DUES & SUBSCRIPTIONS	2,000.00	2,388.68	0.00	(388.68)	119.43
206-336-770.000	OFFICE EXPENSES	7,000.00	4,869.07	366.07	2,130.93	69.56
206-336-771.000	TECHNOLOGY	9,600.00	7,782.57	0.00	1,817.43	81.07
206-336-775.000	BUILDING INSPECTIONS	1,000.00	1,531.71	0.00	(531.71)	153.17
206-336-780.000	UNIFORMS	10,000.00	9,118.88	0.00	881.12	91.19
206-336-781.000	TURN OUT GEAR	25,000.00	24,150.16	0.00	849.84	96.60
206-336-785.000	EDUCATION	15,000.00	17,353.44	1,609.80	(2,353.44)	115.69
206-336-791.000	MEDICAL SUPPLY	6,500.00	6,964.65	1,580.16	(464.65)	107.15
206-336-795.000	FIRE PREVENTION	10,000.00	10,159.40	0.00	(159.40)	101.59
206-336-796.000	PHYSICALS	9,000.00	3,050.00	0.00	5,950.00	33.89
206-336-815.000	GENERAL INSURANCE	23,000.00	12,008.00	0.00	10,992.00	52.21

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PERIOD ENDING 05/31/2019

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2019 NORMAL (ABNORMAL)	MONTH 05/31/2019 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Expenditures						
206-336-861.000	TAX CHARGE BACK	500.00	320.20	0.00	179.80	64.04
206-336-975.000	LOAN PAYMENT	42,100.00	42,062.92	0.00	37.08	99.91
206-336-985.000	LONG TERM CAPITAL	187,750.00	120,457.03	53,000.00	67,292.97	64.16
206-336-986.000	CAPITAL FUND TRANSFER	50,050.00	0.00	0.00	50,050.00	0.00
Total Dept 336 - FIRE FUND		1,232,500.00	973,382.83	112,398.56	259,117.17	78.98
TOTAL EXPENDITURES		1,232,500.00	973,382.83	112,398.56	259,117.17	78.98
Fund 206 - FIRE FUND:						
TOTAL REVENUES		1,232,500.00	1,258,630.61	64,789.48	(26,130.61)	102.12
TOTAL EXPENDITURES		1,232,500.00	973,382.83	112,398.56	259,117.17	78.98
NET OF REVENUES & EXPENDITURES		0.00	285,247.78	(47,609.08)	(285,247.78)	100.00



# SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



## 1999-2019 Millage/# of Calls

Year	Millage	Calls
2019	2.2000	957*
2018	2.0000	907
2017	2.0000	813
2016	2.0000	875
2015	1.7000	783
2014	1.5000	745
2013	1.3000	690
2012	1.1600	733
2011	1.1600	642
2010	1.1600	611
2009	1.1000	592
2008	1.2932	558
2007	1.2932	559
2006	1.2932	527
2005	1.2932	556
2004	1.4531	499
2003	1.4531	517
2002	1.4531	518
2001	1.6059	498
2000	1.8060	544
1999	1.3750	415

\*2019 Call volume is based on April 30. 5.5% more calls than same time in 2018



# SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



## Funding Approval Form

May 15<sup>th</sup>, 2019

### **ITEM DESCRIPTION:**

Exterior Building Painting

### **PRIORITY:**

Medium

### **QUALITY FACTORS:**

Fire District staff are requesting funds to repaint the exterior of the main fire station building, and the back-maintenance barn. To our knowledge, they were last painted in 1986 when the buildings were constructed.

Fire District staff feel that keeping a fresh coat of paint on the buildings not only keeps our image professional to the public, but also helps maintain the buildings and prevent rust.

The project scope will include all prep work, washing of the buildings, and two coats of paint for the \$7,500.00. If the board prefers, both buildings can be painted with one coat for \$4,850.00.

### **COST:**

Paint Exterior of Main Barn and Back Barn - \$7,500.00

10% Contingency for unknowns - \$750.00

**TOTAL - \$8,250.00**

### **BUDGETED:**

Budget – Capital Plan – Building Painting – 2018/19 Budget Year

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

Capital Plan– 2018/19 Budget Year

### **REQUESTER:**

Deputy Chief Chris Mantels

### **SAMPLE MOTION:**

I \_\_\_\_\_ motion to authorize Fire District staff to have the exterior of the main barn and back barn, painted with two coats with a not to exceed amount of **\$8,250.00**. I \_\_\_\_\_  
2<sup>nd</sup> the Motion. (Roll Call Vote)

### **Fire Board Vote - Date:** \_\_\_\_\_

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

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

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

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

2019-2020 SAUGATUCK TOWNSHIP FIRE DISTRICT						
BUDGET						
		2017-18	2018-19	2018-19	2018-19	2019-20
GL NUMBER	DESCRIPTION	ACTIVITY	AMENDED BUDGET	ACTIVITY	PROJECTED ACTIVITY	RECOMMENDED BUDGET
ESTIMATED REVENUES						
Dept 000						
206-000-401.000	SAUGATUCK CITY	281,675.49	295,000.00	295,851.62	295,851.00	353,500.00
206-000-402.000	SAUGATUCK TOWNSHIP	574,878.96	612,000.00	579,865.46	610,000.00	716,000.00
206-000-403.000	DOUGLAS CITY	290,261.03	307,000.00	307,657.96	307,567.00	360,500.00
206-000-450.000	FIRE SERVICES	5,388.62	1,000.00	4,004.76	4,004.00	3,000.00
206-000-460.000	INSPECTION & PLAN REVIEW FEES	10,160.00	4,000.00	7,407.19	8,000.00	6,000.00
206-000-465.000	COST RECOVERY	11,528.00	7,000.00	21,267.21	21,267.00	5,000.00
206-000-560.000	GRANTS & DONATIONS	54,187.05	3,000.00	3,484.00	3,484.00	0.00
206-000-665.000	INTEREST	1,916.85	3,000.00	4,694.20	5,500.00	2,000.00
206-000-685.000	SALES OF ASSETS	3,700.00	500.00	600.00	600.00	0.00
Totals for dept 000 -		1,233,696.00	1,232,500.00	1,224,832.40	1,256,273.00	1,446,000.00
TOTAL ESTIMATED REVENUES		1,233,696.00	1,232,500.00	1,224,832.40	1,256,273.00	1,446,000.00

## 2019-2020 SAUGATUCK TOWNSHIP FIRE DISTRICT

## BUDGET

		2017-18	2018-19	2018-19	2018-19	2019-20
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	RECOMMENDED
GL NUMBER	DESCRIPTION		BUDGET		ACTIVITY	BUDGET
APPROPRIATIONS						
Dept 336 - FIRE FUND						
206-336-702.000	BOARD SALARY	2,475.00	3,000.00	2,160.00	2,700.00	3,150.00
206-336-704.000	CHIEF SALARY	70,096.12	73,300.00	63,023.23	73,300.00	73,290.00
206-336-705.000	OFFICER SALARIES	7,466.52	12,000.00	6,762.40	8,062.00	9,000.00
206-336-708.000	CAREER FIREFIGHTER	182,137.60	197,000.00	149,324.96	188,000.00	245,000.00
206-336-709.000	OPERATIONAL WAGES	53,593.11	54,600.00	53,454.96	64,000.00	45,000.00
206-336-709.500	PAID ON CALL STIPEND	0.00	0.00	0.00	0.00	115,000.00
206-336-710.000	FIRE CALLS	54,029.04	45,000.00	47,512.37	58,000.00	60,000.00
206-336-711.000	MEDICAL CALLS	29,258.46	30,000.00	23,625.40	30,000.00	30,000.00
206-336-712.000	TRAINING	24,775.84	22,000.00	17,623.09	22,000.00	23,000.00
206-336-713.000	SPECIAL EVENTS	9,372.00	18,000.00	15,733.68	18,000.00	10,000.00
206-336-720.000	PAYROLL TAXES	33,730.16	33,000.00	31,282.89	36,000.00	50,000.00
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	73,571.28	77,100.00	62,635.85	72,000.00	75,000.00
206-336-722.000	WORKER COMP INSURANCE	28,666.19	32,000.00	33,075.00	33,075.00	40,000.00
206-336-723.000	RETIREMENT	50,240.99	50,000.00	44,119.80	55,000.00	62,360.00
206-336-727.000	OPERATING SUPPLIES	15,555.39	18,000.00	17,132.96	25,165.00	18,000.00
206-336-728.000	GAS & OIL	9,982.44	11,000.00	8,856.48	13,500.00	12,000.00
206-336-730.000	PROFESSIONAL SERVICES	23,296.95	30,000.00	31,222.75	36,000.00	25,000.00
206-336-742.000	TESTING, REPAIR & REPLACEMENT	8,625.92	11,500.00	12,108.72	13,500.00	15,000.00
206-336-745.000	STATION TOOLS	2,502.21	3,000.00	271.39	3,000.00	3,000.00
206-336-746.000	FIRE FIGHTER TOOLS	3,735.15	10,000.00	8,829.47	10,000.00	10,000.00
206-336-751.000	PHONES	9,857.74	11,000.00	9,670.34	11,000.00	11,000.00
206-336-752.000	UTILITIES	13,278.23	13,000.00	12,028.06	14,000.00	14,000.00
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	48,142.53	40,000.00	28,819.59	40,000.00	40,000.00
206-336-761.000	BOAT MAINTENANCE	38,251.13	15,000.00	12,299.39	15,000.00	15,000.00
206-336-762.000	RADIO & PAGER R&R	4,923.37	6,500.00	1,946.50	6,500.00	6,500.00
206-336-763.000	BUILDING REPAIR & MAINTENANCE	13,650.00	16,000.00	15,648.68	17,500.00	16,000.00

2019-2020 SAUGATUCK TOWNSHIP FIRE DISTRICT					
BUDGET					
		2017-18	2018-19	2018-19	2019-20
		ACTIVITY	AMENDED	ACTIVITY	RECOMMENDED
GL NUMBER	DESCRIPTION		BUDGET	ACTIVITY	BUDGET
206-336-764.000	BUILDING SECURITY	1,224.48	2,000.00	1,425.00	2,000.00
206-336-767.000	DUES & SUBSCRIPTIONS	395.00	2,000.00	2,388.68	2,000.00
206-336-770.000	OFFICE EXPENSES	6,984.28	7,000.00	4,836.10	7,000.00
206-336-771.000	TECHNOLOGY	9,590.51	9,600.00	7,782.57	9,600.00
206-336-775.000	BUILDING INSPECTIONS	999.71	1,000.00	1,531.71	2,500.00
206-336-780.000	UNIFORMS	10,814.50	10,000.00	9,118.88	10,000.00
206-336-781.000	TURN OUT GEAR	8,511.55	25,000.00	24,150.16	25,000.00
206-336-785.000	EDUCATION	15,402.43	15,000.00	17,353.44	15,000.00
206-336-791.000	MEDICAL SUPPLY	4,911.72	6,500.00	6,964.65	10,000.00
206-336-795.000	FIRE PREVENTION	14,499.87	10,000.00	10,159.40	10,000.00
206-336-796.000	PHYSICALS	7,165.18	9,000.00	3,050.00	11,000.00
206-336-815.000	GENERAL INSURANCE	13,762.00	23,000.00	12,008.00	23,000.00
206-336-861.000	TAX CHARGE BACK	655.12	500.00	320.20	500.00
206-336-975.000	LOAN PAYMENT	42,062.92	42,100.00	42,062.92	42,100.00
206-336-980.000	SMALL CAPITAL	23,904.56	0.00	0.00	0.00
206-336-985.000	LONG TERM CAPITAL	158,335.15	187,750.00	120,457.03	200,000.00
206-336-986.000	CAPITAL FUND TRANSFER	0.00	50,050.00	0.00	50,000.00
Totals for dept 336 - FIRE FUND		1,130,432.35	1,232,500.00	972,776.70	1,446,000.00
TOTAL APPROPRIATIONS		1,130,432.35	1,232,500.00	972,776.70	1,446,000.00

Saugatuck Twp. Fire District - 2019/2020 Proposed Paid on Call Shift Stipend Estimated Expenses
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	Shift Length	Number of Personnel	Rate Per Shift	Per Shift Expense		Annual Expense
Sunday	12	4	\$ 50.00	\$ 200.00		\$ 10,400.00
Monday	12	4	\$ 50.00	\$ 200.00		\$ 10,400.00
Tuesday	12	4	\$ 50.00	\$ 200.00		\$ 10,400.00
Wednesday	12	4	\$ 50.00	\$ 200.00		\$ 10,400.00
Thursday	12	4	\$ 50.00	\$ 200.00		\$ 10,400.00
				\$ -		\$ -
Friday	24	4	\$ 150.00	\$ 600.00		\$ 31,200.00
Saturday	24	4	\$ 150.00	\$ 600.00		\$ 31,200.00

Weekend shifts are more than weekdays as there are required work detail and training time on weekend shifts.

Estimated Annual Outlay for Shift Stipends	\$ 114,400.00
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