



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



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

FIRE DISTRICT BOARD MEETING

4:00pm – June 17th, 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. **May 20th, 2019**
7. Public Comment on Agenda Items Only (Limit 3 minutes):
8. Public Hearing – Fire District FY2019/20 Budget (Limit 5 minutes per person):
 - A. Motion to Open Public Hearing:
 - B. Motion to Close Public Hearing:
9. Request for Payment:
 - A. **Budget Amendment #2 (Roll Call Vote)**
 - B. **Account Payables (Roll Call Vote)**
 - C. **Financial Report**
10. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 - B. **Community Risk Reduction**
 1. **State of Michigan experienced 41 fatal fires year to date for 2019, 3 since last meeting.**
 - C. **Allegan County Fire Academy**
11. Unfinished Business:
 - A. **Cost Recovery – Douglas Frequent Caller**
12. New Business:
 - A. **Fire District Budget Approval – FY 2019/20 (Roll Call Vote)**
 - B. **Green 911 Reflective Address Signs**
 - C. **Lucy Street Boat Dock**
 - D. **Legal Fees Discussion**
 - E. **Frequent Caller Policy Discussion**
13. Correspondence:
 - A. **None**
14. Public Comments: (Limit 3 minutes):
15. Fire Board Comments:
16. Adjournment:

NOTICE

This facility is wheel chair accessible with accessible parking spaces available. Request for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact Saugatuck Township Fire District at 269-857-3000 for further information.



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FIRE DISTRICT BOARD MEETING

4:00pm – May 20th, 2019

DRAFT MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 4:01pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps, K. Mooradian, A. Miller
ABSENT with Notice: None
Also Present: Chief Greg Janik
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*):
 - A. **Motion by Beckman, 2nd by Mooradian to approve the agenda as presented moving Incident Reports to the end of the meeting. No discussion, motion carries unanimously.**
6. Approval of Minutes:
 - A. **April 15th, 2019**
 - a. **Motion by Mooradian, 2nd by Phelps to approve the minutes of the 4/15/2019 regular meeting as presented. No discussion, motion carries unanimously.**
 - B. **May 6th, 2019 – Special**
 - a. **Motion by Beckman, 2nd by Fox to approve the minutes of the 5/6/2019 special meeting as presented. No discussion, motion carries unanimously.**
7. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
8. Request for Payment:
 - A. **Account Payables (Roll Call Vote)**
Motion by Phelps, 2nd by Mooradian to pay the invoices in the amount of \$130,166.95 as presented. No discussion.
YEAS: Phelps, Mooradian, Miller, Verplank, Fox, Beckman, Aldrich
NAYS: None
ABSENT: None
Motion Passes 7:0
 - B. **Financial Report**
 - i. **Financial Report was reviewed by G. Janik**
9. Fire Chief Comments:
 - A. **Community Risk Reduction**
 1. **State of Michigan experienced 38 fatal fires year to date for 2019, 6 since last meeting.**
 2. **Girl Scouts – 1st Aid and Fire Prevention**
 - i. **Great job by Kaleigh Dornbush and Laurel VanAuken**
 3. **Boy Scouts – 1st Aid**
 - i. **Great job by Chris Bernhardt, Elliott Sturm, and Kyle Meyer with different groups.**
 4. **Douglas Elementary Ice Cream Social went well on Friday with the State Fire Marshal to celebrate the #SPSPressToTest Program**
 5. **Certifications**
 - i. **C. Mantels has achieved his Fire Instructor 2 Certification**



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B. Allegan County Fire Academy

1. 36 students will be tested out on June 1st for their Practical final.

C. Dry Hydrant Inspection and Testing Costs

1. Over \$3,000 in costs to test the Dry Hydrants at NorthShores. There was not any approval, but simply testing the hydrants. We have not charged previously for the other dry hydrants testing.

D. Grant Awards

1. Home Fire Sprinkler Coalition - Sprinkler Grant
 - i. \$500.00 was received for using the sprinkler trailer.

E. Thank you's.

1. Ax-men Tree Service
 - i. Donated 10 yards of mulch.
2. Lake Vista Super Valu
 - i. Has donated 3-4 skids of cased bottled water to be used for rehab.

10. Unfinished Business:

A. Budget – Staffing & Millage History

1. Millage History was reviewed.
2. Paid on Call proposed stipend was reviewed.
3. Proposed budget packets were reviewed.
4. Discussion and changes were made for the packets that will go to the municipalities.

11. New Business:

A. Funding Approval – Painting of Building Exteriors (Roll Call Vote)

Motion by Phelps, 2nd by Fox, 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.

YEAS: Phelps, Fox, Aldrich, Beckman, Verplank, Phelps, Mooradian, Miller

NAYS: None

ABSENT: None

Motion Passes 7:0

B. Cost Recovery – Douglas Frequent Caller

1. Discussion about a frequent caller took place.
2. Discussion took place that we could create a policy about how to handle this situation in consultation with Fire District legal counsel.
3. C. Mantels will discuss at the next county Medical Control meeting and bring back some ideas.
4. D. Fox suggested researching other policies online before seeking legal counsel input.

C. Set Date for 2019 Fiscal Year Budget Approval Public Hearing (Propose June 17th, 2019, at 4:00pm)

Motion by Mooradian, 2nd by Miller to set the 2019-2020 Fiscal Year Budget Public Hearing for June 17th, 2019 at 4:00pm. No discussion, motion carries unanimously.

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)

Motion by Beckman, 2nd by Fox to approve sending the proposed 2019/2020 budget to Saugatuck City, Douglas City, and Saugatuck Township for their respective approvals.

YEAS: Beckman, Fox, Aldrich, Verplank, Phelps, Mooradian, Miller.

NAYS: None

ABSENT: None

Motion Passes 7:0



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F. Incident Reports / Calls to Date / Overlapping Calls

1. Incident report statistics were reviewed – 267 calls year to date for 2019
2. 5:42 – Average response time year to date.

12. Correspondence:

- A. J. Mileskiewicz was praised for his customer service skills.

13. Public Comments: (Limit 3 minutes): **None**

14. Fire Board Comments: **None**

15. Adjournment: **Meeting adjourned at 5:11pm**

NOTICE

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SAUGATUCK TOWNSHIP FIRE DISTRICT
NOTICE OF PUBLIC HEARING
ON THE PROPOSED 2019-2020 BUDGET

NOTICE IS HEREBY GIVEN, pursuant to bylaws, that a public hearing on the proposed budget for the Saugatuck Township Fire District for 2019-2020 will be held at 4:00 p.m. on June 17, 2019, at Saugatuck Township Fire District 3342 Blue Star Highway, Saugatuck, Michigan, 49453.

The Fire District Administrative Board may not adopt the proposed 2019-2020 budget until after the public hearing. All interested parties will be given an opportunity to be heard at the public hearing regarding the proposed budget. A copy of the proposed budget is available for public inspection during the normal business hours at the office of the Fire Chief, Saugatuck Township Fire District, 3342 Blue Star Highway, Saugatuck Michigan.

THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET WILL BE A SUBJECT OF THIS HEARING.

The Saugatuck Township Fire District will provide necessary accommodation to persons with disabilities at the hearing upon five (5) days prior notice. Persons with disabilities requiring such accommodations should contact the Fire Chief at 269-857-3000 during regular working hours Monday through Friday, 8:30 a.m. to 5:00 p.m.

Dan Fox
Secretary of the Board
Dated: June 3, 2019
269-857-3000

SAUGATUCK FIRE DISTRICT

JOURNAL ENTRY

JE: 109

Post Date: 06/14/2019

Entered By: Peter

Entry Date: 06/14/2019

Journal: BA

Description: BUDGET ADJUSTMENT #2

GL #	Description	DR	CR
206-000-401.000	SAUGATUCK CITY	851.62	
206-000-402.000	SAUGATUCK TOWNSHIP		211.33
206-000-403.000	DOUGLAS CITY	657.96	
206-000-450.000	FIRE SERVICES	3,120.61	
206-000-460.000	INSPECTION & PLAN REVIEW FEES	7,000.00	
206-000-465.000	COST RECOVERY	15,130.41	
206-000-560.000	GRANTS & DONATIONS	484.00	
206-000-665.000	INTEREST	2,200.00	
206-000-685.000	SALES OF ASSETS	100.00	
206-336-702.000	BOARD SALARY	360.00	
206-336-705.000	OFFICER SALARIES	4,000.00	
206-336-708.000	CAREER FIREFIGHTER	20,000.00	
206-336-709.000	OPERATIONAL WAGES		5,500.00
206-336-710.000	FIRE CALLS		15,000.00
206-336-720.000	PAYROLL TAXES		5,000.00
206-336-722.000	WORKER COMP INSURANCE		1,075.00
206-336-723.000	RETIREMENT		3,000.00
206-336-727.000	OPERATING SUPPLIES		5,000.00
206-336-728.000	GAS & OIL		1,000.00
206-336-730.000	PROFESSIONAL SERVICES		8,000.00
206-336-742.000	TESTING, REPAIR & REPLACEMENT		4,000.00
206-336-751.000	PHONES		1,000.00
206-336-752.000	UTILITIES		2,000.00
206-336-767.000	DUES & SUBSCRIPTIONS		400.00
206-336-775.000	BUILDING INSPECTIONS		600.00
206-336-785.000	EDUCATION		3,000.00
206-336-791.000	MEDICAL SUPPLY		4,210.27
206-336-795.000	FIRE PREVENTION		200.00
206-336-763.000	BUILDING REPAIR & MAINTENANCE		1,000.00
206-336-815.000	GENERAL INSURANCE	10,992.00	
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE		5,000.00
206-336-796.000	PHYSICALS	300.00	
Journal Total:		65,196.60	65,196.60

APPROVED BY: _____

06/14/2019 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 05/21/2019 - 06/17/2019				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
05/31/2019	1396(E)	MERS	RETIREMENT	395.70
05/31/2019	1397(E)	VERIZON WIRELESS	TELEPHONES & MODEMS	442.75
05/31/2019	DD2341(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,118.45
05/31/2019	DD2342(A)	BETTS, MICHAEL	PAYROLL	949.08
05/31/2019	DD2343(A)	JANIK, GREG	PAYROLL	1,969.99
05/31/2019	DD2344(A)	MANTELS, CHRISTOPHER	PAYROLL	1,805.05
05/31/2019	DD2345(A)	MILESKEWICZ, JOHN	PAYROLL	1,164.99
05/31/2019	EFT603(E)	457 MERS	PAYROLL	1,076.01
05/31/2019	EFT604(E)	MISDU	PAYROLL	217.86
05/31/2019	EFT605(E)	IRS	PAYROLL	2,274.40
05/31/2019	EFT606(E)	MERS	PAYROLL	2,119.50
05/31/2019	EFT607(E)	STATE OF MICHIGAN	PAYROLL	1,745.13
06/03/2019	1398(A)	SHAGS-SHOP INC	LIVE FIRE	3,000.00
06/14/2019	DD2346(A)	ALDRICH, STACEY	PAYROLL	51.86
06/14/2019	DD2347(A)	BECKMAN, ERIC	PAYROLL	51.66
06/14/2019	DD2348(A)	BEEK, HEATHER	PAYROLL	527.24
06/14/2019	DD2349(A)	BERNHARDY, CHRISTOPHER	PAYROLL	566.06
06/14/2019	DD2350(A)	BETTS, MICHAEL	PAYROLL	1,150.57
06/14/2019	DD2351(A)	BLATT, DAVID	PAYROLL	290.64
06/14/2019	DD2352(A)	BLOK, MICHAEL	PAYROLL	347.76
06/14/2019	DD2353(A)	DORNBUSH, KALEIGH	PAYROLL	104.67
06/14/2019	DD2354(A)	ENGLAND, MICHAEL	PAYROLL	87.43
06/14/2019	DD2355(A)	GARGANO, CHRISTINE	PAYROLL	303.03
06/14/2019	DD2356(A)	GARGANO, MARK	PAYROLL	339.10
06/14/2019	DD2357(A)	GROENDYKE, BRET	PAYROLL	130.65
06/14/2019	DD2358(A)	KIRCHERT, ERIK	PAYROLL	619.40
06/14/2019	DD2359(A)	MANTELS, CHRISTOPHER	PAYROLL	138.64
06/14/2019	DD2360(A)	MCGOWAN, WILLIAM	PAYROLL	189.69
06/14/2019	DD2361(A)	MEISTE, JAMES	PAYROLL	207.26
06/14/2019	DD2362(A)	MEYER, KYLE	PAYROLL	822.04
06/14/2019	DD2363(A)	MILESKEWICZ, JOHN	PAYROLL	359.36
06/14/2019	DD2364(A)	MILLER, AARON	PAYROLL	25.42
06/14/2019	DD2365(A)	MINNIEAR, HARRY	PAYROLL	399.53
06/14/2019	DD2366(A)	MOKMA, WAYNE	PAYROLL	211.51
06/14/2019	DD2367(A)	MOORADIAN, KATHRYN	PAYROLL	52.26
06/14/2019	19963	HELPS, DONALD	PAYROLL	26.42
06/14/2019	DD2368(A)	PINA, ALYSSA	PAYROLL	307.76
06/14/2019	DD2369(A)	REWA, LANDON	PAYROLL	303.47
06/14/2019	DD2370(A)	SEYMOUR, SCOTT	PAYROLL	586.69
06/14/2019	DD2371(A)	STARRING, LINUS	PAYROLL	362.57
06/14/2019	DD2372(A)	STURM, ELLIOTT	PAYROLL	693.60

06/14/2019 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 05/21/2019 - 06/17/2019				
Check Date	Check	Vendor Name	Description	Amount
06/14/2019	DD2373(A)	VAN AUKEN, LAUREL	PAYROLL	317.32
06/14/2019	DD2374(A)	VERPLANK, JANE	PAYROLL	52.86
06/14/2019	DD2375(A)	WILKINSON, ERIN	PAYROLL	703.51
06/14/2019	EFT608(E)	457 MERS	PAYROLL	999.29
06/14/2019	EFT609(E)	MISDU	PAYROLL	217.86
06/14/2019	DD2376(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,118.46
06/14/2019	DD2377(A)	BETTS, MICHAEL	PAYROLL	949.07
06/14/2019	DD2378(A)	JANIK, GREG	PAYROLL	1,970.00
06/14/2019	DD2379(A)	MANTELS, CHRISTOPHER	PAYROLL	1,805.03
06/14/2019	DD2380(A)	MILESKIEWICZ, JOHN	PAYROLL	1,165.00
06/14/2019	EFT610(E)	457 MERS	PAYROLL	1,076.01
06/14/2019	EFT611(E)	MISDU	PAYROLL	217.86
06/14/2019	EFT612(E)	IRS	PAYROLL	4,841.20
06/17/2019	19964	LAKE VISTA SUPERVALUE	SUPPLIES	20.24
06/17/2019	19965	TIM ERLANDSON CONSTRUCTION LLC	MAINTENANCE	4,470.00
06/17/2019	19966	GRAPHIX EMBROIDERY INC	UNIFORMS	46.00
06/17/2019	19967	IHLE AUTO PARTS	SUPPLIES	271.62
06/17/2019	19968	HAVEMAN ELECTRICAL SERVICES	LIGHT REPAIRS	106.77
06/17/2019	19969	REGIONAL ALLIANCE FIREFIGHTER	TRAINING	45.00
06/17/2019	19970	BORST METAL WORKS	TRUCK MAINTENANCE	55.00
06/17/2019	19971	BUSSCHER CONSTRUCTION	LIVE FIRE	20,801.00
06/17/2019	19972	PHYSIO-CONTROL INC	LUCAS BATTERY & SERVICE	1,642.50
06/17/2019	19973	RATHCO	911 GREEN SIGNS	102.32
06/17/2019	19974	SOUTHSIDE BODY & FABRICATION INC	2141 REPAIRS	2,777.25
06/17/2019	19975	STANDARD	INSURANCE	534.64
06/17/2019	19976	ZORO	OIL MATS	1,304.71
06/17/2019	1399(E)	COMCAST	TELEPHONES & INTERNET	263.18
06/17/2019	1400(E)	CONSUMERS ENERGY	BOAT DOCK	247.05
06/17/2019	1401(E)	CONSUMERS ENERGY	FIRE STATION	378.38
06/17/2019	1402(E)	ENGINEERED PROTECTION SYSTEMS INC	FIRE ALARM MONITORING	222.00
06/17/2019	1403(E)	FIRST BANKCARD	OFFICE	1,422.32
06/17/2019	1404(E)	HEALTH SAVINGS ACCOUNT	HEALTH SAVINGS ACCOUNT	625.00
06/17/2019	1405(E)	KAL LAKE SEWER WATER	WATER	258.45
06/17/2019	1406(E)	MENARDS	TRUCK MAINTENANCE	45.94
06/17/2019	1407(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	186.22
06/17/2019	1408(E)	PRIORITY HEALTH	HEALTH INSURANCE	741.88
06/17/2019	1409(E)	REPUBLIC SERVICES 240	TRASH	104.97
06/17/2019	1410(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	579.19
06/17/2019	1411(A)	ALARM 5	HELMET PARTS	63.27
06/17/2019	1412(A)	APPLIED IMAGING	COPIER USE	232.79
06/17/2019	1413(A)	BLOOM SLUGGETT PC	LEGAL FEES	2,200.00
06/17/2019	1414(A)	FLEIS & VANDENBRINK	LIVE FIRE	1,000.00
06/17/2019	1415(A)	FRIS OFFICE	OFFICE SUPPLIES	92.07

06/14/2019		CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT		
CHECK DATE FROM 05/21/2019 - 06/17/2019				
Check Date	Check	Vendor Name	Description	Amount
06/17/2019	1416(A)	IHLE'S SERVICE LLC	TRAILR MAINTENANCE	371.42
06/17/2019	1417(A)	MASTER MEDICAL EQUIPMENT	AED JPD CONSTRUCTION	1,147.00
06/17/2019	1418(A)	MOORE MEDICAL LLC	MEDICAL SUPPLIES	392.41
06/17/2019	1419(A)	LORRIE PASTOOR	CLEANING	225.00
06/17/2019	1420(A)	PRAXAIR	CYLINDER RENTAL	123.93
06/17/2019	1421(A)	RELIABLE ROAD SERVICE INC	2133 TIRES & RIMS	4,130.66
06/17/2019	1422(A)	CITY OF SAUGATUCK	FINANCE SERVICES	2,315.50
06/17/2019	1423(A)	SHAGS-SHOP INC	LIVE FIRE	1,500.00
06/17/2019	1424(A)	SPENCER MANUFACTURING INC	2174 TRUCK	1,690.00
06/17/2019	1425(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	48.00
06/17/2019	1426(A)	WOLVERINE POWER SYSTEMS	GENERATOR SERVICE	34.63
Total of 95 Checks:				95,786.98
Less 0 Void Checks:				0.00
Total of 95 Disbursements:				95,786.98

User: Peter

DB: Stfd

PERIOD ENDING 06/30/2019

		2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 06/30/2019	BALANCE	USED
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	SAUGATUCK CITY	295,851.62	295,851.62	0.00	0.00	100.00
206-000-402.000	SAUGATUCK TOWNSHIP	611,788.67	611,788.67	0.00	0.00	100.00
206-000-403.000	DOUGLAS CITY	307,657.96	307,657.96	0.00	0.00	100.00
206-000-450.000	FIRE SERVICES	4,120.61	4,120.61	115.85	0.00	100.00
206-000-460.000	INSPECTION & PLAN REVIEW FEES	11,000.00	10,532.19	500.00	467.81	95.75
206-000-465.000	COST RECOVERY	22,130.41	22,130.41	863.20	0.00	100.00
206-000-560.000	GRANTS & DONATIONS	3,484.00	3,484.00	0.00	0.00	100.00
206-000-665.000	INTEREST	5,200.00	5,589.04	0.00	(389.04)	107.48
206-000-685.000	SALES OF ASSETS	600.00	600.00	0.00	0.00	100.00
Total Dept 000		1,261,833.27	1,261,754.50	1,479.05	78.77	99.99
TOTAL REVENUES		1,261,833.27	1,261,754.50	1,479.05	78.77	99.99
Expenditures						
Dept 336 - FIRE FUND						
206-336-702.000	BOARD SALARY	2,640.00	2,460.00	300.00	180.00	93.18
206-336-704.000	CHIEF SALARY	73,300.00	68,660.93	2,818.85	4,639.07	93.67
206-336-705.000	OFFICER SALARIES	8,000.00	7,304.06	541.66	695.94	91.30
206-336-708.000	CAREER FIREFIGHTER	177,000.00	163,245.58	6,960.31	13,754.42	92.23
206-336-709.000	OPERATIONAL WAGES	60,100.00	56,490.00	3,035.04	3,610.00	93.99
206-336-710.000	FIRE CALLS	60,000.00	50,531.84	3,019.47	9,468.16	84.22
206-336-711.000	MEDICAL CALLS	30,000.00	25,489.16	1,863.76	4,510.84	84.96
206-336-712.000	TRAINING	22,000.00	19,177.09	1,554.00	2,822.91	87.17
206-336-713.000	SPECIAL EVENTS	18,000.00	17,153.55	1,419.87	846.45	95.30
206-336-720.000	PAYROLL TAXES	38,000.00	33,783.87	1,752.87	4,216.13	88.90
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	77,100.00	65,937.37	3,301.52	11,162.63	85.52
206-336-722.000	WORKER COMP INSURANCE	33,075.00	33,075.00	0.00	0.00	100.00
206-336-723.000	RETIREMENT	53,000.00	48,208.14	2,179.45	4,791.86	90.96
206-336-727.000	OPERATING SUPPLIES	23,000.00	16,570.27	(676.44)	6,429.73	72.04
206-336-728.000	GAS & OIL	12,000.00	8,818.26	0.00	3,181.74	73.49
206-336-730.000	PROFESSIONAL SERVICES	38,000.00	35,963.25	4,740.50	2,036.75	94.64
206-336-742.000	TESTING, REPAIR & REPLACEMENT	15,500.00	12,108.72	0.00	3,391.28	78.12
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	12,000.00	11,278.64	902.37	721.36	93.99
206-336-752.000	UTILITIES	15,000.00	13,399.36	1,175.07	1,600.64	89.33
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	45,000.00	35,828.44	7,008.85	9,171.56	79.62
206-336-761.000	BOAT MAINTENANCE	15,000.00	12,896.38	596.99	2,103.62	85.98
206-336-762.000	RADIO & PAGER R&R	6,500.00	2,499.00	552.50	4,001.00	38.45
206-336-763.000	BUILDING REPAIR & MAINTENANCE	17,000.00	16,190.08	541.40	809.92	95.24
206-336-764.000	BUILDING SECURITY	2,000.00	1,647.00	222.00	353.00	82.35
206-336-767.000	DUES & SUBSCRIPTIONS	2,400.00	2,388.68	0.00	11.32	99.53
206-336-770.000	OFFICE EXPENSES	7,000.00	5,274.55	405.48	1,725.45	75.35
206-336-771.000	TECHNOLOGY	9,600.00	7,837.40	54.83	1,762.60	81.64
206-336-775.000	BUILDING INSPECTIONS	1,600.00	1,531.71	0.00	68.29	95.73
206-336-780.000	UNIFORMS	10,000.00	9,377.47	258.59	622.53	93.77
206-336-781.000	TURN OUT GEAR	25,000.00	24,213.43	63.27	786.57	96.85
206-336-785.000	EDUCATION	18,000.00	17,667.80	314.36	332.20	98.15
206-336-791.000	MEDICAL SUPPLY	10,710.27	10,317.66	3,353.01	392.61	96.33
206-336-795.000	FIRE PREVENTION	10,200.00	10,159.40	0.00	40.60	99.60
206-336-796.000	PHYSICALS	8,700.00	3,050.00	0.00	5,650.00	35.06
206-336-815.000	GENERAL INSURANCE	12,008.00	12,008.00	0.00	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR SAUGATUCK FIRE DISTRICT

PERIOD ENDING 06/30/2019

		2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE		
GL NUMBER	DESCRIPTION	AMENDED BUDGET	06/30/2019 NORMAL (ABNORMAL)	MONTH 06/30/2019 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
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	122,228.35	1,771.32		65,521.65	65.10
206-336-986.000	CAPITAL FUND TRANSFER	50,050.00	0.00	0.00		50,050.00	0.00
Total Dept 336 - FIRE FUND		1,261,833.27	1,036,254.42	50,030.90		225,578.85	82.12
TOTAL EXPENDITURES		1,261,833.27	1,036,254.42	50,030.90		225,578.85	82.12
Fund 206 - FIRE FUND:							
TOTAL REVENUES		1,261,833.27	1,261,754.50	1,479.05		78.77	99.99
TOTAL EXPENDITURES		1,261,833.27	1,036,254.42	50,030.90		225,578.85	82.12
NET OF REVENUES & EXPENDITURES		0.00	225,500.08	(48,551.85)		(225,500.08)	100.00
BEG. FUND BALANCE		667,191.30	667,191.30				
END FUND BALANCE		667,191.30	892,691.38				

Proposed Annual Budget



Fiscal Year 2019-2020



Mission

The Mission of the
Saugatuck Township Fire District
is to minimize community risks and
improve the quality of life
for all persons within
Saugatuck Township Fire District.



From the Board...

The STFD Board proposes the following budget for the Fiscal Year 2019/2020 to the City of Saugatuck, Saugatuck Township and the City of the Village of Douglas. The budget consists of a millage of 2.20 mills levied against the real taxable value of the district.

The Fire District is experiencing a significant increase in demands for emergency public safety incident response and services. While education and fire prevention efforts have assisted in reducing fire calls by 19% since 2004, there has been a 82% increase in call volume for total calls, including a 29% increase in medical calls and a 408% increase in other calls (overpressure, explosion, overhear, hazardous conditions, service calls, good intent, false alarms and severe weather).

The STFD Board's goal is to maintain the high level of public safety for the benefit of our residents. We are requesting a modest increase of 2 tenths (.2) of a mill. The 2 tenths (.2) will be used to provide a stipend for paid-on-call

firefighters and EMS personnel and also adding full time firefighter/EMS position to meet the increasing demands for public safety.

The District is experiencing continued increased costs for equipment maintenance, repair, and replacement. See further details in on pages 10-11. Included in the packet is a copy of the fiscal year 2019/2020 Operating and Capital Budget. (A proposed capital replacement schedule for the next ten years is also available from Fire Chief Janik. This schedule is followed by a yearly estimate of needed capital improvements).

The STFD Board is requesting the City of Saugatuck, Saugatuck Township and the City of the Village of Douglas to review and approve this proposed budget during their next scheduled board meetings. The Fire Board will hold a public hearing on this proposed budget on June 17, 2019 at 4:00 PM at Saugatuck Township Fire District building located at 3342 Blue Star Highway, Saugatuck, Michigan.



Saugatuck Township Fire District Board:

<i>Scott Phelps</i>	- Vice Secretary, At Large Member
<i>Jane Verplank</i>	- Chairperson, City of Saugatuck Representative
<i>Aaron Miller</i>	- City of the Village of Douglas Representative
<i>Stacey Aldrich</i>	- Saugatuck Township Representative
<i>Dan Fox</i>	- Secretary, City of Saugatuck Representative
<i>Kathy Mooradian</i>	- City of the Village of Douglas Representative
<i>Eric Beckman</i>	- Vice Chair, Saugatuck Township Representative

Trend 2004-2019

Call Volume Trends:

- 19% decrease in Fire Calls
- 82% increase in Total Calls
- 29% increase in Emergency Medical Service Calls
- 408% increase in Other Calls

Year	Fire Calls	EMS Calls	Other Calls	Total Calls	Total Calls %
2004	37	388	74	499	—
2005	67	411	78	556	11.42
2006	44	408	75	527	-5.21
2007	56	413	90	559	6.07
2008	34	402	122	558	-0.17
2009	30	441	121	592	6.09
2010	38	465	108	611	3.20
2011	24	485	133	642	5.07
2012	54	521	158	733	14.17
2013	36	506	148	690	-5.86
2014	31	565	149	745	7.97
2015	31	522	230	783	5.10
2016	32	560	283	875	11.75
2017	28	469	316	813	-7.08
2018	30	501	376	907	11.56

1999-2019 Millage/ # of Calls

Estimate:

2019 call volume is based on April 30.
5.5% more calls than at the same
time in 2018.

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

Estimated Revenues

CATEGORY	DESCRIPTION	2017-18 ACTIVITY	2018-19 AMENDED BUDGET	2018-19 ACTIVITY	2018-19 PROJECTED ACTIVITY	2019-20 RECOMMENDED BUDGET
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 and 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 and 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

Appropriations

CATEGORY	DESCRIPTION	2017-18 ACTIVITY	2018-19 AMENDED BUDGET	2018-19 ACTIVITY	2018-19 PROJECTED ACTIVITY	2019-20 RECOMMENDED BUDGET
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 and 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 and 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 and 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 and PAGER R&R	4,923.37	6,500.00	1,946.50	6,500.00	6,500.00
206-336-763.000	BUILDING REPAIR and MAINTENANCE	13,650.00	16,000.00	15,648.68	17,500.00	16,000.00
206-336-764.000	BUILDING SECURITY	1,224.48	2,000.00	1,425.00	2,000.00	2,000.00

Appropriations

CATEGORY	DESCRIPTION	2017-18 ACTIVITY	2018-19 AMENDED BUDGET	2018-19 ACTIVITY	2018-19 PROJECTED ACTIVITY	2019-20 RECOMMENDED BUDGET
206-336-767.000	DUES and SUBSCRIPTIONS	395.00	2,000.00	2,388.68	2,400.00	2,000.00
206-336-770.000	OFFICE EXPENSES	6,984.28	7,000.00	4,836.10	7,000.00	7,000.00
206-336-771.000	TECHNOLOGY	9,590.51	9,600.00	7,782.57	9,600.00	9,600.00
206-336-775.000	BUILDING INSPECTIONS	999.71	1,000.00	1,531.71	1,600.00	2,500.00
206-336-780.000	UNIFORMS	10,814.50	10,000.00	9,118.88	10,000.00	10,000.00
206-336-781.000	TURN OUT GEAR	8,511.55	25,000.00	24,150.16	25,000.00	25,000.00
206-336-785.000	EDUCATION	15,402.43	15,000.00	17,353.44	18,000.00	15,000.00
206-336-791.000	MEDICAL SUPPLY	4,911.72	6,500.00	6,964.65	8,500.00	10,000.00
206-336-795.000	FIRE PREVENTION	14,499.87	10,000.00	10,159.40	10,500.00	10,000.00
206-336-796.000	PHYSICALS	7,165.18	9,000.00	3,050.00	4,000.00	11,000.00
206-336-815.000	GENERAL INSURANCE	13,762.00	23,000.00	12,008.00	12,008.00	23,000.00
206-336-861.000	TAX CHARGE BACK	655.12	500.00	320.20	500.00	500.00
206-336-975.000	LOAN PAYMENT	42,062.92	42,100.00	42,062.92	42,063.00	42,100.00
206-336-980.000	SMALL CAPITAL	23,904.56	0.00	0.00	0.00	0.00
206-336-985.000	LONG TERM CAPITAL	158,335.15	187,750.00	120,457.03	187,750.00	200,000.00
206-336-986.000	CAPITAL FUND TRANSFER	0.00	50,050.00	0.00	50,050.00	50,000.00
Totals for dept 336 - FIRE FUND		1,130,432.35	1,232,500.00	972,776.70	1,256,273.00	1,446,000.00
TOTAL APPROPRIATIONS		1,130,432.35	1,232,500.00	972,776.70	1,256,273.00	1,446,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 206		103,263.65		252,055.70		
BEGINNING FUND BALANCE		563,927.65	667,191.30	667,191.30	667,191.30	667,191.30
ENDING FUND BALANCE		667,191.30	667,191.30	919,247.00	667,191.30	667,191.30

2019-2020 Budget Changes Impact

**How will increasing the
Fire District Budget (0.2 mils)
affect my property taxes?**

PROPERTY VALUE	TAXABLE VALUE STATE EQUALIZED VALUE (SEV)	ESTIMATED ANNUAL PROPERTY TAX INCREASE
\$100,000.00	\$50,000.00	\$10.00
\$200,000.00	\$100,000.00	\$20.00
\$300,000.00	\$150,000.00	\$30.00
\$400,000.00	\$200,000.00	\$40.00
\$500,000.00	\$250,000.00	\$50.00

Equipment Lifespan and Replacement Costs



Structural Firefighting:

♦ Helmet

Cost in 2009: \$150.00

Cost in 2019: \$350.00

Lifespan: 10 years

♦ Turnout Coat

Cost in 2009: \$600.00

Cost in 2019: \$1,400.00

Lifespan: 10 years

♦ Gloves

Cost in 2009: \$50.00

Cost in 2019: \$95.00

Lifespan: 10 years

♦ Turnout Pants

Cost in 2009: \$750.00

Cost in 2019: \$1,500.00

Lifespan: 10 years

♦ Boots

Cost in 2009: \$150.00

Cost in 2019: \$400.00

Lifespan: 10 years



♦ SCBA Self-Contained Breathing Apparatus

Cost in 2009: \$3,150.00

Cost in 2019: \$6,500.00

Lifespan: 10 years



♦ 800 MHz Portable Radio

Cost in 2019: \$6,500.00

Lifespan: 10 years

♦ VHF Portable Radio

Cost in 2009: \$450.00

Lifespan: 10 years



Equipment Lifespan and Replacement Costs



Other Equipment:

◆ Explosive Gas Detector

Cost in 2009: \$450.00

Cost in 2019: \$2,500.00

Lifespan: 10 years

◆ AED Battery

Cost in 2009: \$49.95

Cost in 2019: \$159.99

Lifespan: 3 years

◆ Engine

Cost in 2009: \$325,000.00

Cost in 2019: \$650,000.00

Lifespan: 15 years



