



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

Zoom Meeting Info

Meeting ID: **822 1535 8396**

Password: **658846**

One-Touch Weblink:

<https://us02web.zoom.us/j/82215358396?pwd=dXpETUtmWWs5T2VleHhRSkFOY1pyQT09>

Dial by Phone: **(646) 558-8656**

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

FIRE DISTRICT BOARD MEETING

4:00pm – May 18th, 2020

AGENDA

1. Call to Order:
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
4. Reminder: It is requested the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*): **(Roll Call Vote)**
6. Approval of Minutes:
 - A. April 20th, 2020 - **(Roll Call Vote)**
 - B. April 23rd, 2020 - **Special (Roll Call Vote)**
7. Public Comment on Agenda Items Only (Limit 3 minutes): *Use the "raise hand" button in the participants screen in Zoom or enter *9 if you are calling in by phone to raise hand. You will be recognized and unmuted to speak in the order received.:*
8. Request for Payment:
 - A. **Budget Amendment #1 (Roll Call Vote)**
 - B. **Account Payables (Roll Call Vote)**
 - C. **Financial Report**
9. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 - B. **Community Risk Reduction**
 1. **State of Michigan experienced 57 fatal fires year to date for 2020, 17 since last meeting.**
 - C. **Grant Applications**
 1. **FEMA / MSP Emergency Management – Reimbursement for Covid-19 related expenses.**
10. Unfinished Business:
 - A. **Hazard Pay**
 - B. **Attorney Representation**



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11. New Business:

- A. Insurance Services Office (ISO) Survey Results**
- B. Set date for 2020-21 Fiscal Year Budget Approval Public Hearing** (Propose June 15th, 2020, at 4:00pm??) *(Based on Executive Order 2020-75, which is in effect until June 30th, 2020, the public hearing may need to be held via video conference technology.) (Roll Call Vote)*
- C. Fiscal Year 2020-21 Budget – Approve request to send 2020-21 budget proposal to Saugatuck City, Douglas City, and Saugatuck Township for their respective approvals. (Roll Call Vote)**

12. Correspondence:

- A. Lampen Family – Thank You**
- B. Otto Ruthsatz – Thank You**

13. Public Comments: (Limit 3 minutes): Use the “raise hand” button in the participants screen in Zoom or enter *9 if you are calling in by phone to raise hand. You will be recognized and unmuted to speak in the order received.:

14. Fire Board Comments:

15. Adjournment:

NOTICE

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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Zoom Meeting Info

Meeting ID: **931 6368 5873**

Password: **139520**

One-Touch Weblink:

<https://zoom.us/j/93163685873?pwd=MUJvMkx5MVMvNDYwYUJMV2hIZ1crdz09>

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Saugatuck, MI 49453
269 857-3000 / Fax: 269 857-1228
E-mail: info@saugatuckfire.org

FIRE DISTRICT BOARD MEETING

4:00pm – April 20th, 2020

DRAFT MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 4:00pm.**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps, T. Pullen, A. Miller
ABSENT with Notice: None
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*):
A. Motion by Phelps, 2nd by Pullen to approve the agenda as presented. No discussion. Motion carries.
6. Approval of Minutes:
A. March 16th, 2020
 - a. Motion by Pullen, 2nd by Fox to approve the minutes of the 3/16/2020 meeting as presented. No discussion**
YAYS: Aldrich, Beckman, Fox, Verplank, Phelps, Pullen, Miller
NAYS: None
ABSENT: None
Motion passes 7:0
B. April 7th, 2020 – Zoom Test Meeting
 - a. Motion by Phelps, 2nd by Aldrich to approve the minutes of the 4/7/2020 Zoom test meeting as presented. No discussion**
YAYS: Aldrich, Beckman, Fox, Verplank, Phelps, Pullen, Miller
NAYS: None
ABSENT: None
Motion passes 7:0
7. Public Comment on Agenda Items Only (Limit 3 minutes): **None**



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8. Request for Payment:

A. Account Payables (Roll Call Vote)

- i. Motion by Phelps, 2nd by Beckman to pay the invoices in the amount of \$119,467.14. No Discussion.

YAYS: Phelps, Beckman, Aldrich, Fox, Verplank, Pullen, Miller

NAYS: None

ABSENT: None

Motion passes 7:0

B. Financial Report

- i. Financial report was reviewed by P. Stanislawski.
- ii. Will have a budget amendment for May due to Covid expenses.
- iii. Meeting this week with Chief and Deputy Chief to begin 2021 budget planning.

9. Fire Chief Comments:

A. Incident Reports / Calls to Date / Overlapping Calls

1. Incident report statistics year to date were reviewed – 2020 incidents year to date.
2. 5:37 – average response time year to date.

B. Historical Review of Incidents, Millage, Budget History

1. New spreadsheet requested by Beckman was reviewed.

C. Community Risk Reduction

1. State of Michigan experienced 40 fatal fires year to date for 2020, 8 since last meeting.
 - i. Quarter 1 statistics were reviewed for State of Michigan.
2. Birthday Fire Truck Drive-By's/Driver's Training
 - i. Doing our best to participate in the community through these challenging times.

D. Certifications

1. John Mileskiewicz – Fire Inspector 1
2. Kyle Meyer – Fire Inspector 1

E. Grant Applications

1. Home Fire Sprinkler Coalition – Awarded \$500 for Sprinkler Demonstration

10. Unfinished Business:

A. Public Safety Floating Dock – Permit Status Update

1. All permits are in place with USACE, EGLE, and City of Saugatuck. Working through some of the requirements with the City Engineer.

11. New Business:

A. Funding Approval Request – Fireboat 2192 Replacement (Roll Call Vote)

Motion by Phelps, 2nd by Pullen to authorize Fire District staff to execute agreements to purchase the 21-foot Anderson Boat Works Aluminum work boat, including Darley fire pump, associated equipment, and associated installation material and fees, with a not to exceed amount of \$75,000.00. Discussion ensued.

YAYS: Phelps, Pullen, Aldrich, Beckman, Fox, Verplank, Miller

NAYS: None

ABSENT: None

Motion passes 7:0



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B. Equipment Disposal Request – 2000 Ambar Rescue Boat (Roll Call Vote)

Motion by Pullen, 2nd by Fox to authorize Fire District staff to sell the 2000 Ambar 17' Jet Boat and to accept no less than \$3,500 for its sale, while attempting to obtain the highest dollar possible. Discussion ensued.

YAYS: Pullen, Fox, Aldrich, Beckman, Verplank, Phelps, Miller

NAYS: None

ABSENT: None

Motion passes 7:0

C. Equipment Disposal Request – Shore Station Boat Lift (Roll Call Vote)

Motion by Phelps, 2nd by Aldrich to authorize Fire District staff to sell the Shore Station Boat Lift and to accept no less than \$1,000 for its sale, while attempting to obtain the highest dollar possible. Discussion ensued.

YAYS: Phelps, Aldrich, Beckman, Fox, Verplank, Pullen, Miller

NAYS: None

ABSENT: None

Motion passes 7:0

D. Covid-19

1. Annex / Emergency Support Function Lead

- a. As part of the Allegan County EAP, Chief Janik serves as the Emergency Support Function Lead.

2. Covid Plan Adoption – (Roll Call Vote)

Motion by Aldrich, 2nd by Phelps to approve the Model Covid-19 Preparedness Response Plan and Instructions as presented. Discussion ensued.

YAYS: Aldrich, Phelps, Beckman, Fox, Verplank, Pullen, Miller

NAYS: None

ABSENT: None

Motion passes 7:0

12. Correspondence:

- A. Carolyn Ascencio – Thank You
- B. Mike Boros – Thank You
- C. Saugatuck Township – Thank you
- D. Received another correspondence today that is being reviewed by legal counsel.

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

14. Fire Board Comments:

- A. Beckman – suggested potential of hazard pay for personnel due to Covid. Discussion ensued.
- B. Beckman – updated that Northshores has filed another BOA appeal. Discussion ensued.

15. Adjournment:

Meeting adjourned at 5:09pm

NOTICE

Request for accommodations or interpretive services must be made 48 hours prior to this meeting.
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This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

Zoom Meeting Info

Meeting ID: **955 1729 0851**

Password: **722996**

One-Touch Weblink:

<https://zoom.us/j/95517290851?pwd=eWc2MWk1aHFyUkZVWTBGOHA1em5Jdz09>

Dial by Phone: **(646) 558-8656**

3342 Blue Star Highway
Saugatuck, MI 49453
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FIRE DISTRICT "SPECIAL" BOARD MEETING

11:30am – April 23rd, 2020

DRAFT MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 11:37am, and again at 11:45am due to technical Zoom issues.**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps, T. Pullen, A. Miller
ABSENT with Notice: None
Also Present: Chief Greg Janik, J. Sluggett
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 Fox, 2nd by Aldrich to approve the agenda as presented. No discussion, motion carries.**
YAYS: Fox, Aldrich, Beckman, Verplank, Phelps, Pullen, Miller
NAYS: None
ABSENT: None
Motion Passes: 7:0
6. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
7. Unfinished Business:
 - A. **None**
8. New Business:
 - A. **Closed Session to Consider Written Legal Opinion Pursuant to Section 8(h) of the OMA**
 1. **Motion to enter closed session (Roll Call Vote)**
Motion by Pullen, 2nd by Phelps to enter closed session to consider written legal opinion pursuant to Section 8(h) of the OMA. No discussion.
YAYS: Pullen, Phelps, Aldrich, Beckman, Fox, Verplank, Miller
NAYS: None
ABSENT: None
Motion Passes 7:0



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2. Motion to exit closed session (Roll Call Vote)

Motion by Pullen, 2nd by Phelps to exit closed session. No discussion.

YAYS: Pullen, Phelps, Aldrich, Beckman, Fox, Verplank, Miller

NAYS: None

ABSENT: None

Motion Passes 7:0

Motion by Miller, 2nd by Fox to create an Ad Hoc committee to review long term water supply needs for developments in the Township, as well as the immediate short term needs and put Chief Janik, D.C. Mantels, Stacey Aldrich, Eric Beckman, Griffin Graham, Lynee Wells, and Jane Verplank on the committee. With the intent of holding the collaborative meeting as soon as possible. No further discussion.

YAYS: Miller, Fox, Aldrich, Beckman, Verplank, Phelps, Pullen

NAYS: None

ABSENT: None

Motion passes 7:0

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

10. Fire Board Comments: **None**

11. Adjournment: **Meeting adjourned at 1:00pm.**

NOTICE

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: 137

Item #8A

Post Date: 05/14/2020
Entry Date: 05/14/2020
Description: BUDGET ADJ

Entered By: Peter
Journal: BA

GL #	Description	DR	CR
206-000-401.000	SAUGATUCK CITY		481.00
206-000-450.000	FIRE SERVICES	151.00	
206-000-460.000	INSPECTION & PLAN REVIEW FEES		2,062.00
206-000-465.000	COST RECOVERY	5,000.00	
206-000-560.000	GRANTS & DONATIONS	127,500.00	
206-000-665.000	INTEREST	5,500.00	
206-336-702.000	BOARD SALARY		200.00
206-336-704.000	CHIEF SALARY		6,800.00
206-336-705.000	OFFICER SALARIES	2,880.00	
206-336-708.000	CAREER FIREFIGHTER		6,500.00
206-336-709.000	OPERATIONAL WAGES		18,000.00
206-336-709.500	PAID ON CALL STIPEND	40,000.00	
206-336-710.000	FIRE CALLS	16,000.00	
206-336-711.000	MEDICAL CALLS	1,800.00	
206-336-712.000	TRAINING		2,500.00
206-336-713.000	SPECIAL EVENTS		500.00
206-336-722.000	WORKER COMP INSURANCE	7,600.00	
206-336-723.000	RETIREMENT		10,000.00
206-336-727.000	OPERATING SUPPLIES		5,000.00
206-336-763.000	BUILDING REPAIR & MAINTENANCE		4,000.00
206-336-767.000	DUES & SUBSCRIPTIONS		1,000.00
206-336-770.000	OFFICE EXPENSES		2,500.00
206-336-771.000	TECHNOLOGY		4,000.00
206-336-791.000	MEDICAL SUPPLY		8,000.00
206-336-795.000	FIRE PREVENTION	2,500.00	
206-336-815.000	GENERAL INSURANCE	1,100.00	
206-336-985.000	LONG TERM CAPITAL		136,488.00
206-336-762.000	RADIO & PAGER R&R	3,000.00	
206-336-796.000	PHYSICALS	1,500.00	
206-336-730.000	PROFESSIONAL SERVICES		6,500.00
210-000-450.000	FIRE SERVICES	750.00	
210-000-560.000	GRANTS & DONATIONS	2,734.06	
210-000-561.000	REGIONAL TRAINING CENTER	6,250.00	
210-338-805.000	REGIONAL TRAINING CENTER		21,000.00
Journal Total:		224,265.06	235,531.00

APPROVED BY: _____

05/14/2020 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 04/21/2020 - 05/18/2020				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
04/24/2020	EFT728(E)	STATE OF MICHIGAN	PAYROLL	1,502.00
04/30/2020	EFT732(E)	MERS	PAYROLL	3,341.02
04/30/2020	EFT733(E)	STATE OF MICHIGAN	PAYROLL	2,001.72
05/01/2020	DD2831(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,332.69
05/01/2020	DD2832(A)	BETTS, MICHAEL	PAYROLL	1,278.06
05/01/2020	DD2833(A)	JANIK, GREG	PAYROLL	2,142.10
05/01/2020	DD2834(A)	MANTELS, CHRISTOPHER	PAYROLL	1,893.81
05/01/2020	DD2835(A)	MEYER, KYLE	PAYROLL	1,234.27
05/01/2020	DD2836(A)	MILESKEWICZ, JOHN	PAYROLL	1,268.94
05/01/2020	EFT734(E)	457 MERS	PAYROLL	1,583.07
05/01/2020	EFT735(E)	MISDU	PAYROLL	217.86
05/01/2020	EFT736(E)	IRS	PAYROLL	3,111.19
05/13/2020	DD2837(A)	ALDRICH, STACEY	PAYROLL	131.14
05/13/2020	DD2838(A)	BALES, WENDY	PAYROLL	503.29
05/13/2020	DD2839(A)	BECKMAN, ERIC	PAYROLL	129.14
05/13/2020	DD2840(A)	BERNHARDY, CHRISTOPHER	PAYROLL	71.29
05/13/2020	DD2841(A)	BETTS, MICHAEL	PAYROLL	454.99
05/13/2020	DD2842(A)	BLATT, DAVID	PAYROLL	874.47
05/13/2020	DD2843(A)	BLOK, MICHAEL	PAYROLL	580.07
05/13/2020	DD2844(A)	BRINK, CHAD	PAYROLL	294.05
05/13/2020	DD2845(A)	DEMOND, KALEB	PAYROLL	273.54
05/13/2020	DD2846(A)	DORNBUSH, KALEIGH	PAYROLL	530.75
05/13/2020	DD2847(A)	ENGLAND, MICHAEL	PAYROLL	463.62
05/13/2020	DD2848(A)	GARGANO, CHRISTINE	PAYROLL	443.26
05/13/2020	DD2849(A)	GARGANO, MARK	PAYROLL	477.50
05/13/2020	DD2850(A)	GREEN, MICHELLE	PAYROLL	355.09
05/13/2020	DD2851(A)	JANIK, GREG	PAYROLL	644.27
05/13/2020	DD2852(A)	KIRCHERT, ERIK	PAYROLL	536.37
05/13/2020	DD2853(A)	MANTELS, CHRISTOPHER	PAYROLL	456.53
05/13/2020	DD2854(A)	MARR, SEAN	PAYROLL	517.29
05/13/2020	DD2855(A)	MCGOWAN, WILLIAM	PAYROLL	708.91
05/13/2020	DD2856(A)	MEISTE, JAMES	PAYROLL	380.69
05/13/2020	DD2857(A)	MEYER, KYLE	PAYROLL	47.96
05/13/2020	DD2858(A)	MILESKEWICZ, JOHN	PAYROLL	86.72
05/13/2020	DD2859(A)	MILLER, AARON	PAYROLL	87.10
05/13/2020	DD2860(A)	MOKMA, WAYNE	PAYROLL	444.45
05/13/2020	20165	PHELPS, DONALD	PAYROLL	132.15
05/13/2020	DD2861(A)	PULLEN, TARUE	PAYROLL	132.15
05/13/2020	STUB77(A)	REWA, LANDON	PAYROLL	0.00
05/13/2020	DD2862(A)	SEYMOUR, SCOTT	PAYROLL	532.49
05/13/2020	DD2863(A)	STARRING, LINUS	PAYROLL	666.29
05/13/2020	DD2864(A)	STURM, ELLIOTT	PAYROLL	405.20
05/13/2020	DD2865(A)	VAN AUKEN, LAUREL	PAYROLL	554.58

05/14/2020 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 04/21/2020 - 05/18/2020				
Check Date	Check	Vendor Name	Description	Amount
05/13/2020	DD2866(A)	VAN OSS, BRENT	PAYROLL	406.55
05/13/2020	DD2867(A)	VERPLANK, JANE	PAYROLL	132.15
05/13/2020	DD2868(A)	WILKINSON, ERIN	PAYROLL	362.04
05/13/2020	EFT737(E)	457 MERS	PAYROLL	1,968.99
05/13/2020	EFT738(E)	MISDU	PAYROLL	217.86
05/13/2020	EFT739(E)	IRS	PAYROLL	3,253.36
05/15/2020	DD2869(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,138.61
05/15/2020	DD2870(A)	BETTS, MICHAEL	PAYROLL	972.74
05/15/2020	DD2871(A)	JANIK, GREG	PAYROLL	2,037.53
05/15/2020	DD2872(A)	MANTELS, CHRISTOPHER	PAYROLL	1,579.99
05/15/2020	DD2873(A)	MEYER, KYLE	PAYROLL	1,040.19
05/15/2020	DD2874(A)	MILESKEWICZ, JOHN	PAYROLL	1,074.86
05/15/2020	EFT740(E)	457 MERS	PAYROLL	1,583.07
05/15/2020	EFT741(E)	MISDU	PAYROLL	217.86
05/15/2020	EFT742(E)	IRS	PAYROLL	4,693.17
05/18/2020	20166	LAKE VISTA SUPERVALUE	SUPPLIES	6.88
05/18/2020	20167	GRAPHIX EMBROIDERY INC	UNIFORMS	39.00
05/18/2020	20168	COMPAAN DOOR & OPERATOR INC	DOOR #5 REPAIR	686.30
05/18/2020	20169	J&B MEDICAL SUPPLY	COVID	89.62
05/18/2020	20170	OVERISEL LUMBER CO	SUPPLIES	18.31
05/18/2020	20171	SOUTHSIDE BODY & FABRICATION IN	ADDRESS POST REPAIR	250.00
05/18/2020	20172	STANDARD	INSURANCE	656.63
05/18/2020	20173	WEST SHORE FIRE INC	TURN OUT GEAR	1,622.74
05/18/2020	20174	ZORO	SUPPLIES	685.29
05/18/2020	1708(E)	COMCAST	TELEPHONES & INTERNET	303.00
05/18/2020	1709(E)	CONSUMERS ENERGY	FIRE STATION	510.51
05/18/2020	1710(E)	CONSUMERS ENERGY	BOAT DOCK	207.28
05/18/2020	1711(E)	FIRST BANKCARD	COVID OFFICE & REPAIRS	3,016.35
05/18/2020	1712(E)	KAL LAKE SEWER WATER	WATER	200.05
05/18/2020	1713(E)	MENARDS	MAINTENANCE REPAIRS	565.93
05/18/2020	1714(E)	MICHIGAN GAS UTILITIES	FIRE STATION	120.56
05/18/2020	1715(E)	PRIORITY HEALTH	HEALTH INSURANCE	2,659.45
05/18/2020	1716(E)	REPUBLIC SERVICES 240	TRASH & RECYCLING	111.96
05/18/2020	1717(E)	SHELL	GASOLINE & DIESEL	387.75
05/18/2020	1718(A)	ALARM 5	COVID	3,619.94
05/18/2020	1719(A)	APPLIED IMAGING	COPIER USE	159.93
05/18/2020	1720(A)	BEAVER RESEARCH COMPANY	FOAM	74.90
05/18/2020	1721(A)	CHROUCH COMMUNICATIONS INC	HEADSETS FEMA GRANT	41,450.25
05/18/2020	1722(A)	SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	32.02
05/18/2020	1723(A)	HOEKSTRA EQUIPMENT INC	2019 RAM 3500	551.20
05/18/2020	1724(A)	IHLE'S SERVICE LLC	2133 BRAKES	240.28
05/18/2020	1725(A)	MCKESSON	MEDICAL SUPPLIES	146.74
05/18/2020	1726(A)	PRAXAIR	CYLINDER RENTAL	158.73
05/18/2020	1727(A)	SOUND OFF SIGNAL	2173 REPAINT PROJECT	654.24
05/18/2020	1728(A)	SUMMIT COMPANIES	EXTINGUISHER RE FILL	48.00

05/14/2020					CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 04/21/2020 - 05/18/2020									
Check Date	Check	Vendor Name			Description			Amount	
05/18/2020	1729(A)	WEST MICHIGAN UNIFORM			SHOP TOWELS			69.00	
Total of 89 Checks:								112,843.89	
Less 0 Void Checks:								0.00	
Total of 89 Disbursements:								112,843.89	

Item #8B

Vendor Name	Description	Amount
1. ALARM 5	COVID	3,619.94
2. APPLIED IMAGING	COPIER USE	159.93
3. BEAVER RESEARCH COMPANY	FOAM	74.90
4. CHROUCH COMMUNICATIONS INC	HEADSETS FEMA GRANT	41,450.25
5. COMCAST	TELEPHONES & INTERNET	303.00
6. COMPAAN DOOR & OPERATOR INC	DOOR #2 REPAIR	306.60
	DOOR #5 REPAIR	379.70
	TOTAL	686.30
7. CONSUMERS ENERGY	FIRE STATION	510.51
	BOAT DOCK	207.28
	TOTAL	717.79
8. FIRST BANKCARD	COVID OFFICE & REPAIRS	2,831.24
	OFFICE & REPAIRS	171.21
	POSTAGE	13.90
	TOTAL	3,016.35
9. GRAPHIX EMBROIDERY INC	UNIFORMS	39.00
10. HOEKSTRA EQUIPMENT INC	2019 RAM 3500	551.20
11. IHLE'S SERVICE LLC	2133 BRAKES	240.28
12. J&B MEDICAL SUPPLY	COVID	89.62
13. KAL LAKE SEWER WATER	WATER	200.05
14. LAKE VISTA SUPERVALUE	SUPPLIES	6.88
15. MCKESSON	MEDICAL SUPPLIES	89.53
	MEDICAL SUPPLIES	57.21
	TOTAL	146.74
16. MENARDS	MAINTENANCE REPAIRS	565.93
17. MICHIGAN GAS UTILITIES	FIRE STATION	120.56
18. OVERISEL LUMBER CO	SUPPLIES	18.31
19. PRAXAIR	CYLINDER RENTAL	158.73
20. PRIORITY HEALTH	HEALTH INSURANCE	2,659.45
21. REPUBLIC SERVICES 240	TRASH & RECYCLING	111.96
22. SHELL	GASOLINE & DIESEL	387.75
23. SMART BUSINESS SOURCE LLC	OFFICE SUPPLIES	32.02
24. SOUND OFF SIGNAL	2173 REPAINT PROJECT	654.24

Vendor Name	Description	Amount
25. SOUTHSIDE BODY & FABRICATION INC	ADDRESS POST REPAIR	250.00
26. STANDARD	INSURANCE	656.63
27. SUMMIT COMPANIES	EXTINGUISHER RE FILL	48.00
28. WEST MICHIGAN UNIFORM	SHOP TOWELS	69.00
29. WEST SHORE FIRE INC	TURN OUT GEAR	1,622.74
30. ZORO	LIFE VEST	501.68
	SUPPLIES	183.61
	TOTAL	685.29
TOTAL - ALL VENDORS		59,342.84
FUND TOTALS:		
Fund 206 - FIRE FUND		59,342.84

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 05/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 05/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	PREV YEAR % BDGT USED
Fund Group <None>							
Fund 206 - FIRE FUND							
Revenues							
Dept 000							
206-000-401.000	SAUGATUCK CITY	353,019.00	353,019.12	15,396.89	(0.12)	100.00	100.29
206-000-402.000	SAUGATUCK TOWNSHIP	716,000.00	680,619.91	0.00	35,380.09	95.06	99.97
206-000-403.000	DOUGLAS CITY	360,500.00	347,979.78	0.00	12,520.22	96.53	100.21
206-000-450.000	FIRE SERVICES	3,151.00	3,150.31	0.00	0.69	99.98	400.48
206-000-460.000	INSPECTION & PLAN REVIEW FEES	3,938.00	3,938.00	400.00	0.00	100.00	250.80
206-000-465.000	COST RECOVERY	10,000.00	9,778.16	0.00	221.84	97.78	303.82
206-000-560.000	GRANTS & DONATIONS	127,500.00	127,447.33	2,471.83	52.67	99.96	116.13
206-000-665.000	INTEREST	7,500.00	7,010.47	0.00	489.53	93.47	186.30
206-000-685.000	SALES OF ASSETS	0.00	0.00	0.00	0.00	0.00	120.00
Total Dept 000		1,581,608.00	1,532,943.08	18,268.72	48,664.92	96.92	102.25
TOTAL REVENUES		1,581,608.00	1,532,943.08	18,268.72	48,664.92	96.92	102.25
Expenditures							
Dept 336 - FIRE FUND							
206-336-702.000	BOARD SALARY	3,350.00	2,820.00	850.00	530.00	84.18	72.00
206-336-704.000	CHIEF SALARY	80,090.00	69,645.48	6,153.84	10,444.52	86.96	89.83
206-336-705.000	OFFICER SALARIES	6,120.00	5,274.92	419.16	845.08	86.19	56.35
206-336-708.000	CAREER FIREFIGHTER	251,500.00	212,157.98	19,665.60	39,342.02	84.36	79.33
206-336-709.000	OPERATIONAL WAGES	63,000.00	53,325.65	4,656.93	9,674.35	84.64	97.90
206-336-709.500	PAID ON CALL STIPEND	75,000.00	62,596.11	5,197.68	12,403.89	83.46	0.00
206-336-710.000	FIRE CALLS	44,000.00	37,219.16	1,572.69	6,780.84	84.59	105.58
206-336-711.000	MEDICAL CALLS	28,200.00	23,583.89	1,746.39	4,616.11	83.63	78.75
206-336-712.000	TRAINING	25,500.00	22,830.07	1,024.65	2,669.93	89.53	80.10
206-336-713.000	SPECIAL EVENTS	10,500.00	9,741.72	117.30	758.28	92.78	87.41
206-336-720.000	PAYROLL TAXES	50,000.00	41,586.26	3,285.91	8,413.74	83.17	97.06
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	75,000.00	67,365.95	4,992.08	7,634.05	89.82	81.24
206-336-722.000	WORKER COMP INSURANCE	32,400.00	32,317.60	0.00	82.40	99.75	103.36
206-336-723.000	RETIREMENT	72,360.00	60,423.42	5,375.40	11,936.58	83.50	92.06
206-336-727.000	OPERATING SUPPLIES	23,000.00	20,752.68	392.41	2,247.32	90.23	95.82
206-336-728.000	GAS & OIL	12,000.00	9,486.70	387.75	2,513.30	79.06	80.17
206-336-730.000	PROFESSIONAL SERVICES	31,500.00	18,048.95	0.00	13,451.05	57.30	104.08
206-336-742.000	TESTING, REPAIR & REPLACEMENT	15,000.00	13,485.23	0.00	1,514.77	89.90	105.29
206-336-745.000	STATION TOOLS	3,000.00	1,999.37	179.20	1,000.63	66.65	9.05
206-336-746.000	FIRE FIGHTER TOOLS	10,000.00	7,015.58	411.24	2,984.42	70.16	88.29
206-336-751.000	PHONES	11,000.00	9,206.40	397.95	1,793.60	83.69	94.33
206-336-752.000	UTILITIES	14,000.00	11,848.20	1,150.36	2,151.80	84.63	94.03
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	40,000.00	24,103.63	396.72	15,896.37	60.26	72.05
206-336-761.000	BOAT MAINTENANCE	15,000.00	9,155.10	501.68	5,844.90	61.03	82.00
206-336-762.000	RADIO & PAGER R&R	3,500.00	1,528.56	0.00	1,971.44	43.67	29.95
206-336-763.000	BUILDING REPAIR & MAINTENANCE	20,000.00	17,671.68	1,112.99	2,328.32	88.36	97.80
206-336-764.000	BUILDING SECURITY	2,000.00	1,780.72	0.00	219.28	89.04	71.25
206-336-767.000	DUES & SUBSCRIPTIONS	3,000.00	2,667.63	0.00	332.37	88.92	119.43
206-336-770.000	OFFICE EXPENSES	9,500.00	8,227.13	392.85	1,272.87	86.60	69.56
206-336-771.000	TECHNOLOGY	13,600.00	12,613.32	48.89	986.68	92.75	81.07
206-336-775.000	BUILDING INSPECTIONS	2,500.00	326.87	0.00	2,173.13	13.07	153.17
206-336-780.000	UNIFORMS	10,000.00	9,342.34	39.00	657.66	93.42	91.19
206-336-781.000	TURN OUT GEAR	25,000.00	7,238.67	1,622.74	17,761.33	28.95	96.60
206-336-785.000	EDUCATION	15,000.00	12,546.40	0.00	2,453.60	83.64	115.69
206-336-791.000	MEDICAL SUPPLY	18,000.00	16,482.06	2,276.25	1,517.94	91.57	107.15

User: Peter

DB: Stfd

PERIOD ENDING 05/31/2020

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	PREV YEAR
		AMENDED BUDGET	05/31/2020 NORM (ABNORM)	MONTH 05/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	% BDGT USED
Fund Group <None>						
Fund 206 - FIRE FUND						
Expenditures						
206-336-795.000	FIRE PREVENTION	7,500.00	6,490.29	444.10	1,009.71	86.54 101.59
206-336-796.000	PHYSICALS	9,500.00	9,084.37	0.00	415.63	95.62 33.89
206-336-815.000	GENERAL INSURANCE	21,900.00	21,881.00	0.00	19.00	99.91 52.21
206-336-861.000	TAX CHARGE BACK	500.00	99.92	0.00	400.08	19.98 64.04
206-336-975.000	LOAN PAYMENT	42,100.00	42,062.92	0.00	37.08	99.91 99.91
206-336-985.000	LONG TERM CAPITAL	336,488.00	158,220.88	46,275.63	178,267.12	47.02 64.16
206-336-986.000	CAPITAL FUND TRANSFER	50,000.00	0.00	0.00	50,000.00	0.00 0.00
Total Dept 336 - FIRE FUND		1,581,608.00	1,154,254.81	111,087.39	427,353.19	72.98 80.02
TOTAL EXPENDITURES		1,581,608.00	1,154,254.81	111,087.39	427,353.19	72.98 80.02
Fund 206 - FIRE FUND:						
TOTAL REVENUES		1,581,608.00	1,532,943.08	18,268.72	48,664.92	96.92 102.25
TOTAL EXPENDITURES		1,581,608.00	1,154,254.81	111,087.39	427,353.19	72.98 80.02
NET OF REVENUES & EXPENDITURES		0.00	378,688.27	(92,818.67)	(378,688.27)	100.00 100.00
BEG. FUND BALANCE		768,290.07	768,290.07			
END FUND BALANCE		768,290.07	1,146,978.34			
Fund Group <None>:						
TOTAL REVENUES		1,581,608.00	1,532,943.08	18,268.72	48,664.92	96.92 102.25
TOTAL EXPENDITURES		1,581,608.00	1,154,254.81	111,087.39	427,353.19	72.98 80.02
NET OF REVENUES & EXPENDITURES		0.00	378,688.27	(92,818.67)	(378,688.27)	100.00 100.00
BEG. FUND BALANCE		768,290.07	768,290.07			
FUND BALANCE ADJUSTMENTS				92,818.67		
END FUND BALANCE		768,290.07	1,146,978.34			



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



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

May 14, 2020

MEMO

To: Saugatuck Township Fire Administrative Board

From: Greg Janik

Re: Hazard Pay

Fire Administrative Board:

At the last Fire Board meeting held on April 20, 2020, the Board directed me to investigate Hazard Pay for emergency first responders/essential workers. I reached out to several trusted sources for guidance.

First, I contacted Chief David Glotzbach, President of the Michigan Association of Fire Chiefs (MAFC). Chief Glotzbach and I work closely together on numerous fire service issues and he knows the pulse of the fire service and is in continuous contact with our legislative representatives in Lansing.

Basically, the MAFC Executive Board elected to not engage with other State Organization in requesting Hazard Pay from our state legislators & Governor at this current time. There are various points to consider for and against. I have included a few comments below.

- Our job is hazardous, and it is difficult to increase pay rates when engaged in interior firefighting, responding to roadway incidents, Haz Mat, Active Shooter, the list goes on, however, where does it stop
- It is anticipated this COVID-19 event will result in decreased revenues in immediate future years and any additional local funds may well be needed to sustain future budgets
- There is much talk at the Federal Level to provide some form of "Hazard" Pay for all frontline workers in the HEROES Legislation and other Bills at the Federal Level; providing Hazard Pay at the local level could complicate any potential funding for "Hazard" Pay from the Federal Level and any local funding approved prior to Federal Authorization may not qualify for reimbursement from Federal Funds



SAUGATUCK TOWNSHIP FIRE DISTRICT

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- Local officials may be better off to pressure the Governor to find funding that can be passed on to local municipalities to provide equality in this “Hazard” Pay topic to all local emergency responders

I also reach out to Chief Ron Wise, South Haven Area Emergency Services. Chief Wise responded that *“they are taking a wait and see approach to see what the Federal Government is going to do”*. Chief Wise included two links on articles related to Senator Peters idea of Hazard Pay for essential workers. Please see the links below.

<https://www.wxyz.com/news/sen-gary-peters-calling-for-heroes-fund-to-pay-essential-workers-extra-13-an-hour>

<https://www.dailypress.net/news/local-news/2020/04/sen-peters-wants-to-give-workers-hazard-pay/>

Recommendation:

The Fire Board may want to consider passing a resolution recognizing the issue and working with State and Federal government to insure “hazard” pay is provided to their personnel, and at the end of the year if nothing transpired from the State and Federal government local consideration/funding would occur.

Respectfully,

Greg Janik

Fire Chief/Fire Marshal



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Item #10B



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

May 14, 2020

MEMO

To: Saugatuck Township Fire Administrative Board

From: Greg Janik

Re: Attorney Representation

Fire Board Members:

At the last Fire Board meeting held on April 20, 2020, the Board directed me to ask the Fire District attorney, Jeff Slugget, Bloom & Sluggett, PC, if he felt there is a conflict if represents the Fire Board of Appeals. I reached out to Jeff and I have included his email response below for your review.

I do not believe there is a legal conflict as the BOA is not separate from the STFD. Thus, in the same way, when I represent a community that has a zoning ordinance and someone appeals a decision of the zoning administrator to the zoning board of appeals (ZBA), I can still lawfully represent the community as the ZBA is part of the community. I represent the community and not each and various bodies making up the community. Same, here. I do not represent you (the person who made the decision), I represent the STFD which directs me via the Board.

Having said this, I have absolutely no problem (and I mean this sincerely) with the STFD using other counsel in matters before the BOA either in this case or any time in the future. Critical that Board be comfortable with any of its agents.

Jeff

My recommendation would be to continue to allow Jeff Sluggett to represent both the Fire District and the Fire Board of Appeals for reasons explained in Jeffs email response. Jeff has served us well over the last 7 years, including 4 Board of Appeals Public Hearings.

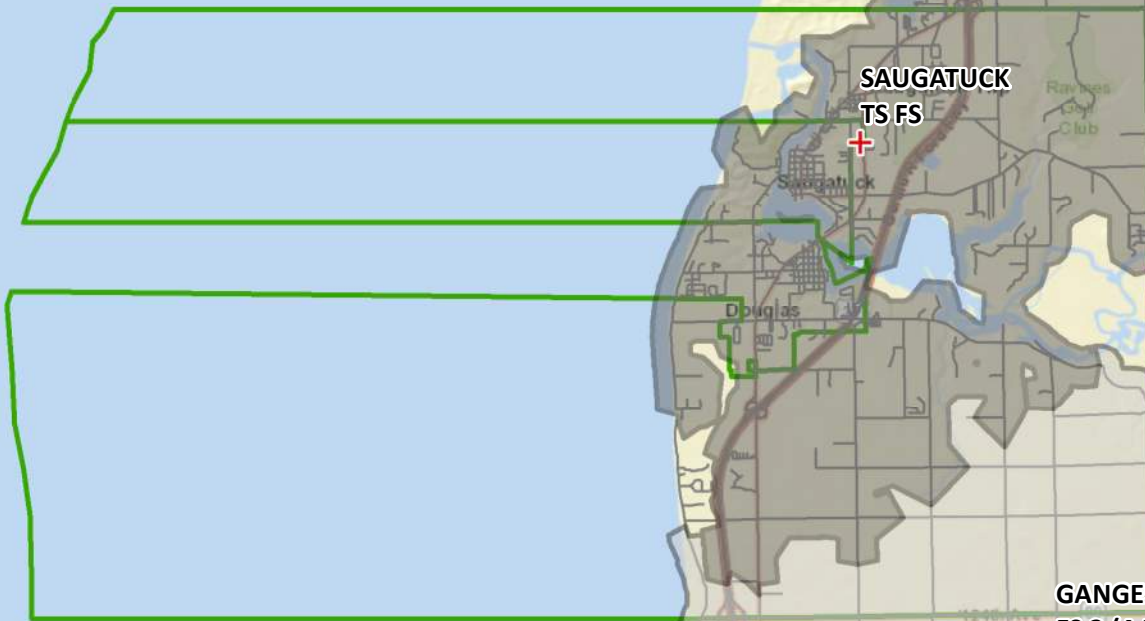
Respectfully,

Greg Janik

Fire Chief/Fire Marshal



Saugatuck including Saugatuck TS-MI 5 Mile Area



Legend

Saugatuck & Saugatuck TS

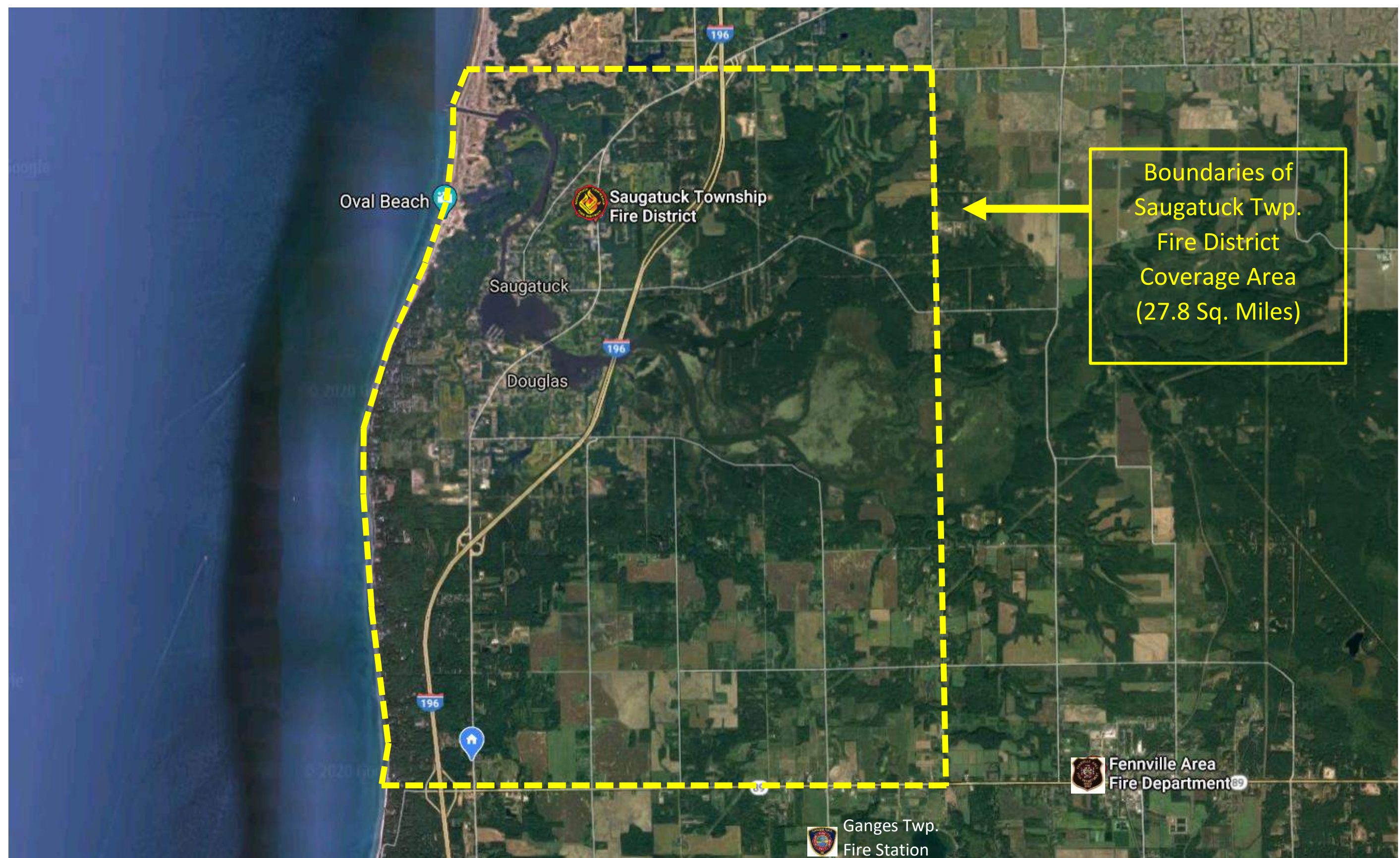
Existing Station

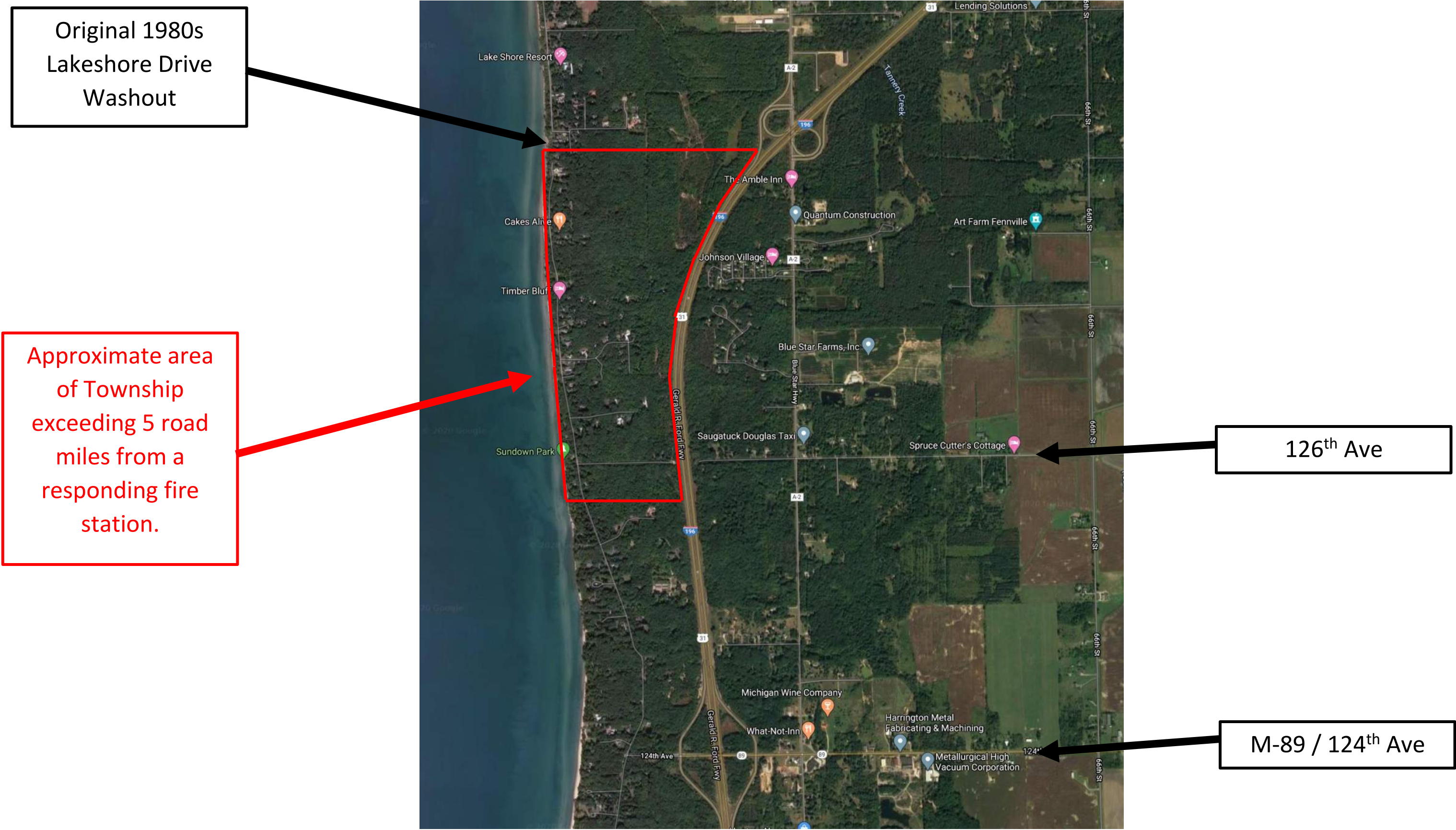
5 Mile Polygons

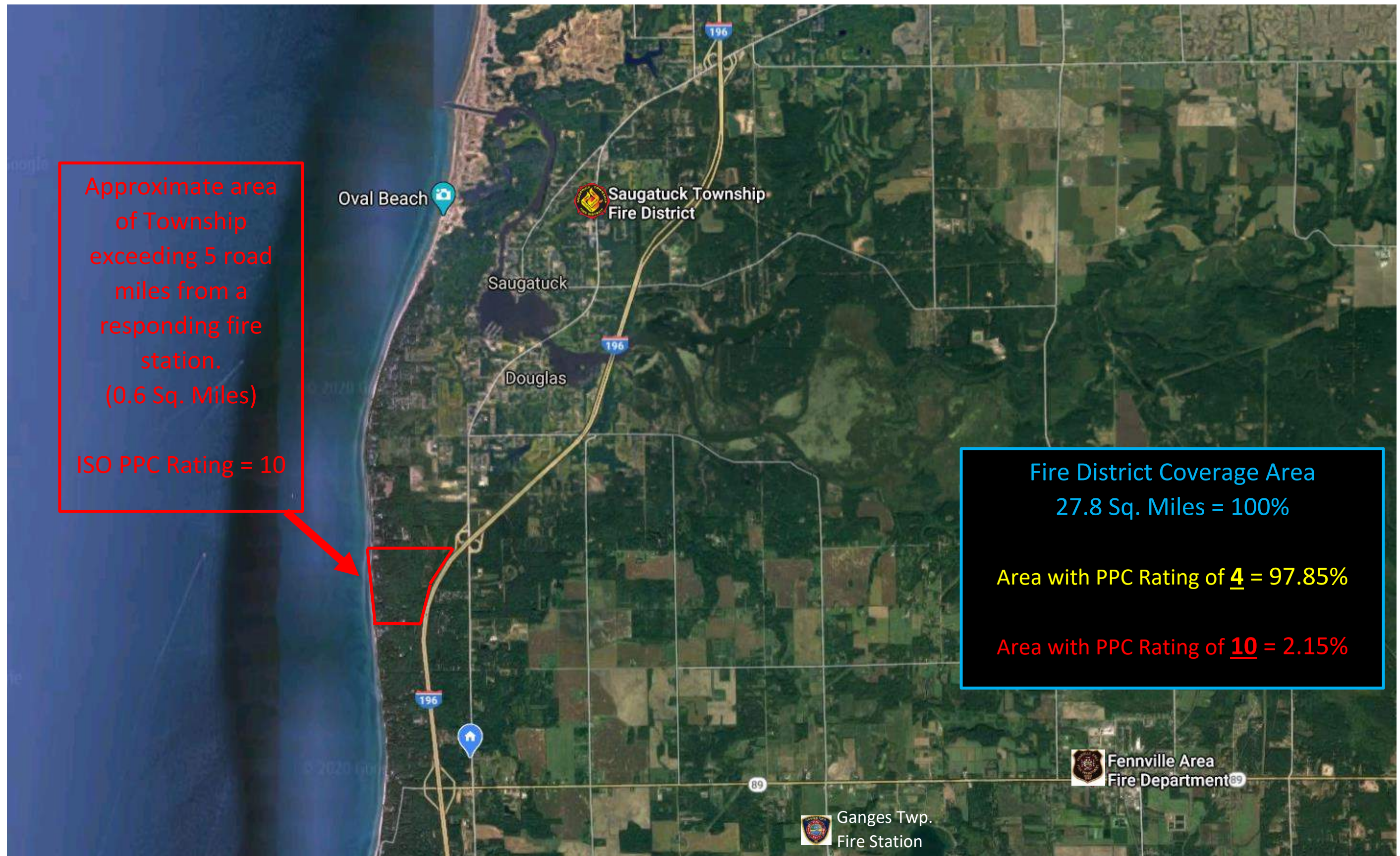
AA's

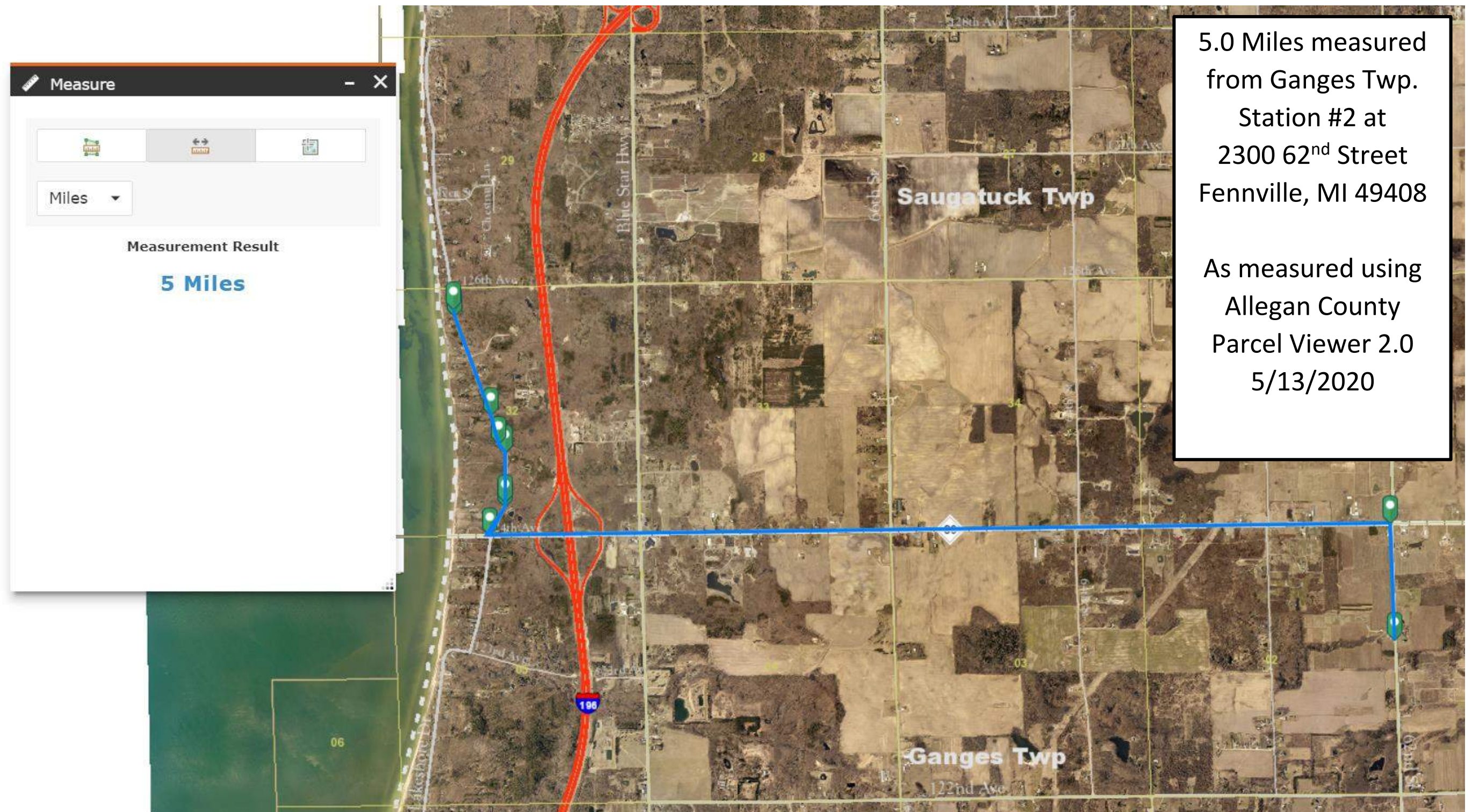
Primary Station

MAP DISCLAIMER:
INFORMATION CONTAINED IN THIS EVALUATION IS INTENDED AS ESTIMATION ONLY AND MAY NOT REFLECT ACTUAL ISO CLASSIFICATION CHANGES. AN ON-SITE ISO PUBLIC PROTECTON BE COMPLETED TO DETERMINE THE EFFECT OF ANY CHANGES IN YOUR STRUCTURAL FIRE PROTECTION PROGRAM.









Approximate boundary
exceeding 5 road miles
from a responding fire
station.
ISO PPC Rating = 10

Approximate
boundary within 5
road miles from a
responding fire
station.
ISO PPC Rating = 4

Measure

Miles

Measurement Result

5 Miles

5.0 Miles measured
from Ganges Twp.
Station #2 at
2300 62nd Street
Fennville, MI 49408

As measured using
Allegan County
Parcel Viewer 2.0
5/13/2020

Item #11C

ESTIMATED REVENUES

Dept 000						
		2018-19	2019-20	2019-20	2019-20	2020-21
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	THRU 05/14/20	ACTIVITY	BUDGET
206-000-401.000	SAUGATUCK CITY	295,851.62	353,019.00	353,019.12	353,019.00	364,000.00
206-000-402.000	SAUGATUCK TOWNSHIP	611,788.67	716,000.00	680,619.91	716,000.00	747,000.00
206-000-403.000	DOUGLAS CITY	307,657.96	360,500.00	347,979.78	360,500.00	380,000.00
206-000-450.000	FIRE SERVICES	4,608.71	3,151.00	3,150.31	3,151.00	1,000.00
206-000-460.000	INSPECTION & PLAN REVIEW FEES	11,782.19	3,938.00	3,938.00	3,938.00	1,000.00
206-000-465.000	COST RECOVERY	22,130.41	10,000.00	9,778.16	10,000.00	1,000.00
206-000-560.000	GRANTS & DONATIONS	3,484.00	127,500.00	127,447.33	127,500.00	
206-000-665.000	INTEREST	6,394.35	7,500.00	7,010.47	7,500.00	500.00
206-000-685.000	SALES OF ASSETS	600.00				
Totals for dept 000 -		1,264,297.91	1,581,608.00	1,532,943.08	1,581,608.00	1,494,500.00
TOTAL ESTIMATED REVENUES		1,264,297.91	1,581,608.00	1,532,943.08	1,581,608.00	1,494,500.00

APPROPRIATIONS

Dept 336 - FIRE FUND						
		2018-19	2019-20	2019-20	2019-20	2020-21
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	THRU 05/14/20	ACTIVITY	BUDGET
206-336-702.000	BOARD SALARY	2,640.00	3,350.00	2,820.00	3,350.00	5,250.00
206-336-704.000	CHIEF SALARY	72,486.39	80,090.00	69,645.48	80,090.00	80,000.00
206-336-705.000	OFFICER SALARIES	7,845.72	6,120.00	5,274.92	6,120.00	9,000.00
206-336-708.000	CAREER FIREFIGHTER	172,691.42	251,500.00	212,157.98	251,500.00	306,000.00
206-336-709.000	OPERATIONAL WAGES	61,273.82	63,000.00	53,325.65	63,000.00	60,000.00
206-336-709.500	PAID ON CALL STIPEND		75,000.00	62,596.11	75,000.00	75,000.00
206-336-710.000	FIRE CALLS	55,662.38	44,000.00	37,219.16	44,000.00	60,000.00
206-336-711.000	MEDICAL CALLS	29,601.72	28,200.00	23,583.89	28,200.00	30,000.00
206-336-712.000	TRAINING	21,544.84	25,500.00	22,830.07	25,500.00	30,000.00
206-336-713.000	SPECIAL EVENTS	18,084.30	10,500.00	9,741.72	10,500.00	10,000.00
206-336-720.000	PAYROLL TAXES	36,179.72	50,000.00	41,586.26	50,000.00	52,000.00
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	65,937.37	75,000.00	67,365.95	75,000.00	75,000.00
206-336-722.000	WORKER COMP INSURANCE	33,075.00	32,400.00	32,317.60	32,400.00	40,000.00
206-336-723.000	RETIREMENT	51,257.26	72,360.00	60,423.42	72,360.00	70,000.00
206-336-727.000	OPERATING SUPPLIES	17,827.44	23,000.00	20,752.68	23,000.00	22,000.00
206-336-728.000	GAS & OIL	11,218.25	12,000.00	9,486.70	12,000.00	12,000.00
206-336-730.000	PROFESSIONAL SERVICES	37,705.20	31,500.00	18,048.95	31,500.00	20,000.00
206-336-742.000	TESTING, REPAIR & REPLACEMENT	12,760.60	15,000.00	13,485.23	15,000.00	15,000.00
206-336-745.000	STATION TOOLS	1,711.27	3,000.00	1,999.37	3,000.00	3,000.00
206-336-746.000	FIRE FIGHTER TOOLS	9,805.42	10,000.00	7,015.58	10,000.00	10,000.00
206-336-751.000	PHONES	11,966.47	11,000.00	9,206.40	11,000.00	12,000.00
206-336-752.000	UTILITIES	14,184.08	14,000.00	11,848.20	14,000.00	14,000.00
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	42,517.17	40,000.00	24,103.63	40,000.00	40,000.00
206-336-761.000	BOAT MAINTENANCE	13,134.88	15,000.00	9,155.10	15,000.00	15,000.00
206-336-762.000	RADIO & PAGER R&R	6,499.00	3,500.00	1,528.56	3,500.00	6,500.00

APPROPRIATIONS

Dept 336 - FIRE FUND						
		2018-19	2019-20	2019-20	2019-20	2020-21
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	THRU 05/14/20	ACTIVITY	BUDGET
206-336-763.000	BUILDING REPAIR & MAINTENANCE	16,494.92	20,000.00	17,671.68	20,000.00	20,000.00
206-336-764.000	BUILDING SECURITY	1,647.00	2,000.00	1,780.72	2,000.00	2,000.00
206-336-767.000	DUES & SUBSCRIPTIONS	2,388.68	3,000.00	2,667.63	3,000.00	3,500.00
206-336-770.000	OFFICE EXPENSES	5,817.24	9,500.00	8,227.13	9,500.00	10,000.00
206-336-771.000	TECHNOLOGY	9,599.40	13,600.00	12,613.32	13,600.00	12,000.00
206-336-775.000	BUILDING INSPECTIONS	1,531.71	2,500.00	326.87	2,500.00	2,500.00
206-336-780.000	UNIFORMS	9,614.28	10,000.00	9,342.34	10,000.00	12,000.00
206-336-781.000	TURN OUT GEAR	24,213.43	25,000.00	7,238.67	25,000.00	25,000.00
206-336-785.000	EDUCATION	17,979.86	15,000.00	12,546.40	15,000.00	18,000.00
206-336-791.000	MEDICAL SUPPLY	10,317.66	18,000.00	16,482.06	18,000.00	10,000.00
206-336-795.000	FIRE PREVENTION	10,159.40	7,500.00	6,490.29	7,500.00	10,000.00
206-336-796.000	PHYSICALS	3,050.00	9,500.00	9,084.37	9,500.00	11,000.00
206-336-815.000	GENERAL INSURANCE	12,008.00	21,900.00	21,881.00	21,900.00	32,000.00
206-336-861.000	TAX CHARGE BACK	320.20	500.00	99.92	500.00	500.00
206-336-975.000	LOAN PAYMENT	42,062.92	42,100.00	42,062.92	42,100.00	42,100.00
206-336-985.000	LONG TERM CAPITAL	188,384.72	336,488.00	158,220.88	336,488.00	200,000.00
206-336-986.000	CAPITAL FUND TRANSFER		50,000.00		50,000.00	12,150.00
Totals for dept 336 - FIRE FUND		1,163,199.14	1,581,608.00	1,154,254.81	1,581,608.00	1,494,500.00
TOTAL APPROPRIATIONS		1,163,199.14	1,581,608.00	1,154,254.81	1,581,608.00	1,494,500.00

THANK YOU Fro the
PURAD And
the Pres
nts!



to the Fire
fighters
From Brooks

Thank you so
much for your work
and your service to
the community. Your
kindness was felt deeply
by our family on 4/11.

Many Thanks,
The Lampen Family