



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

FIRE DISTRICT BOARD MEETING

4:00pm – January 17th, 2022

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*):
6. Approval of Minutes:
 - A. **December 20th, 2021**
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. **Full Time Staff Introduction – Michelle Green – Administrative Assistant to the Fire Chief**
 - B. **Incident Reports / EMS Report / Calls to Date / Overlapping Calls**
 - C. **Fire District Legal Counsel Invoice Breakdown**
 - D. **Community Risk Reduction**
 1. **Department of Fire Prevention – Year End**
 2. **Michigan Fire Inspectors Society - Fatal Fire Statistics**
10. Unfinished Business:
 - A. **Subpoena / Lawsuit Update.**
 1. **Indemnification Agreement Approval Request**
 - B. **Special Events / Parade Safety – Committee Report**
 - C. **Blue Star Hwy. / Old Allegan – Traffic Study Report**
11. New Business:
 - A. **Performance Review – (It is anticipated that the Fire Board may enter into closed session.)**
 - B. **Resolution 2022-01 – Accounts Payable Policy (*Roll Call Vote*)**
 - C. **Resolution 2022-02 - ACH and Other Electronic Transactions Policy (*Roll Call Vote*)**
 - D. **Funding Approval Request – LUCAS 3 Chest Compression System (*Roll Call Vote*)**
12. Correspondence:
 - A. **None**
13. Public Comments: (Limit 3 minutes):
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.



SAUGATUCK TOWNSHIP FIRE DISTRICT

Item #6A

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: **869 8699 0760**

Password: **981642**

One-Touch Weblink:

<https://us02web.zoom.us/j/86986990760?pwd=WUlKkytkbjNaV3J3VHN2c1NnLzVOQT09>

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

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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 – December 20th, 2021

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, T. Pullen, A. Miller
ABSENT with Notice: Phelps
Also Present: Chief Greg Janik, D.C. Chris Mantels, P. Stanislawski
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)**
Motion by Pullen 2nd by Beckman to approve the agenda as presented. No discussion.

YAYS: Pullen, Beckman, Aldrich, Fox, Verplank, Miller
NAYS: None
ABSENT: None
Motion passes 6:0.
6. Approval of Minutes:
A. November 15th, 2021 (Roll Call Vote)
Motion by Fox 2nd by Pullen to approve the minutes of the 11/15/2021 meeting as presented. No discussion.
YAYS: Fox, Pullen, Beckman, Aldrich, Verplank, Miller
NAYS: None
ABSENT: None
Motion passes 6:0.
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.:*
A. None



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8. Special Guest Speaker – Audit Review

A. Dan Veldhuizen of Siegfried Crandall P.C.

- i. The District has very capable accounting staff who do a terrific job per the auditor.
- ii. There was an auditor mistake that has been corrected. The software mistakenly depreciated the entire asset.
- iii. 95% of clients have material weakness and the District doesn't.
- iv. Peter should be proud he does a terrific job.
- v. All debt is currently paid off which is a terrific position for a fire department.
- vi. MERS DC is 79.26% funded and MERS likes 80% funded so right inline.
- vii. No current budget violations.

9. Request for Payment:

A. Account Payables (*Roll Call Vote*)

Motion by Fox 2nd by Beckman to pay the invoices in the amount of \$152,823.73. No discussion.

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

NAYS: None

ABSENT: None

Motion passes 6:0.

B. Financial Report

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

10. Fire Chief Comments:

A. Incident Reports / EMS Report / Calls to Date / Overlapping Calls

1. Incident Report Statistics were reviewed – 892 calls year to date.

2. 5:45 – average response time year to date.

Currently at a 14% increase in volume over 2020.

Two significant calls included a 7-hour incident on I-196 and a 12-hour power line down incident.

B. Community Risk Reduction

1. Department of Fire Prevention – Monthly Report
2. Michigan Fire Inspectors Society - Fatal Fire Statistics

C. Certifications

1. International Society of Fire Service Instructors - Live Fire Instructor
 - i. Chris Bernhardt
 - ii. Chris Mantels
2. National Fire Academy – Residential Sprinkler Plan Reviewer
 - i. Chris Mantels

D. Toys-For-Tots Donation Site

1. Phil Dalton

E. Thank You

1. Dunesview Quik Stop – Propane Storage Cabinet Donation.



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11. Unfinished Business:

A. Subpoena / Lawsuit Update.

1. Indemnification Agreement

Aldrich updated that it was voted and adopted at the Township Board and Nick/Joe should be sending it over for Fire Board adoption soon.

12. New Business:

A. Fee Schedule Approvals – Inspection/Plan Review & Cost Recovery (*Roll Call Vote*)

Motion by Pullen 2nd by Miller to approve the Plan Review & Inspection Fee Schedule dated 12/7/2021 as presented and to approve the Cost Recovery Fee Schedule as presented dated 12/20/2021

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

NAYS: None

ABSENT: None

Motion passes 6:0.

B. Schedule of Meetings 2022 Approval (*Roll Call Vote*)

Motion by Aldrich 2nd by Beckman to approve the Saugatuck Township Fire District Fire District Administrative Board Schedule of Meetings for 2022 as presented.

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

NAYS: None

ABSENT: None

Motion passes 6:0.

C. Special Events Safety

1. Parade - Waukesha, WI Vehicle Crash - <https://www.youtube.com/watch?v=UD9EG0tFJZk>

i. Discussion ensued about special event safety.

ii. Currently working with City of Saugatuck

iii. Consideration is being given to changing parade routes, blocking, manpower, resources.

iv. Fox endorses the effort. If the District stands up with specific requirements and crystal-clear standards, essentially codify rules for special events, then the District can follow those regardless of jurisdiction.

v. Suggestion to create a committee/commission of Fox, Verplank, Chief Janik, and Captain Betts to discuss these going forward.

D. Water Usage Agreement – Draft Site – 3234 Silver Acres Dr. (*Roll Call Vote*)

Motion by Fox 2nd by Aldrich to adopt the Access and Water Draw License Agreement as proposed between the Saugatuck Township Fire District and the Owners of the parcel at 3234 Silver Acres Drive and to authorize the Fire Board Chairperson to execute the agreement.

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

NAYS: None

ABSENT: None

Motion passes 6:0.



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E. In Person Meetings for 2022 – TBD

- i. Mantels updated that the current OMA law that allowed for local State of Emergency expires 12/31/2021. At this time, we need to plan for in person meeting in January.
- ii. Hopeful that the legislature will extend that law before the years end.

13. Correspondence:

A. Thank you - Sen. Aric Nesbitt – Cancer Presumption Letter of Support

14. 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.:

- a. Garnet Lewis – Thank you to the Fire Board for all of your hard work this past year. Follow up to Mr. Mantels comment that he is correct, but there is currently the McMorro bill proposed that would extend the OMA order for all of 2022.

15. Fire Board Comments:

Aldrich – Nice work Peter.

Beckman – Hope everyone has a safe and happy holiday.

Fox – Echo the great comments about Peter and his everyday performance.

Verplank – Peter does a great job everyday! Happy Holidays.

Phelps – Absent

Pullen – Thanks to Peter for a job well done.

Miller – Echo the compliments to Peter.

16. Adjournment:

- A. Motion by Pullen 2nd by Beckman to adjourn the meeting at 4:48pm. No discussion.
YAYS: Pullen, Beckman, Aldrich, Fox, Verplank, Miller
NAYS: None
ABSENT: None
Motion passes 6:0.

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.

01/14/2022 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 12/21/2021 - 01/17/2022				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
12/24/2021	DD3858(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,582.97
12/24/2021	DD3859(A)	BETTS, MICHAEL	PAYROLL	1,186.99
12/24/2021	DD3860(A)	JANIK, GREG	PAYROLL	2,002.38
12/24/2021	DD3861(A)	MANTELS, CHRISTOPHER	PAYROLL	2,178.74
12/24/2021	DD3862(A)	MEYER, KYLE	PAYROLL	1,402.22
12/24/2021	DD3863(A)	MILESKIEWICZ, JOHN	PAYROLL	1,790.35
12/24/2021	EFT1000(E)	457 MERS	PAYROLL	1,072.19
12/24/2021	EFT1001(E)	MISDU	PAYROLL	217.86
12/24/2021	EFT1002(E)	IRS	PAYROLL	3,645.51
12/24/2021	EFT1003(E)	DEFINED CONTRIBUTION	PAYROLL	1,552.55
12/24/2021	20434	WEBER & OLCESE PLC	PAYROLL	241.35
12/29/2021	DD3864(A)	MANTELS, CHRISTOPHER	PAYROLL	1,652.33
12/29/2021	DD3865(A)	MEYER, KYLE	PAYROLL	1,129.09
12/29/2021	DD3866(A)	MILESKIEWICZ, JOHN	PAYROLL	1,009.73
12/31/2021	2301(E)	DELUXE CHECKS	CHECK STOCK	373.36
12/31/2021	EFT1004(E)	457 MERS	PAYROLL	4,706.54
12/31/2021	EFT1005(E)	IRS	PAYROLL	2,301.68
12/31/2021	EFT1006(E)	DEFINED CONTRIBUTION	PAYROLL	955.30
12/31/2021	EFT1007(E)	HEALTH SAVINGS PLAN	PAYROLL	146.42
12/31/2021	EFT1008(E)	STATE OF MICHIGAN	PAYROLL	2,969.96
12/31/2021	EFT1009(E)	MERS	PAYROLL	3,965.33
01/07/2022	DD3867(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,566.41
01/07/2022	DD3868(A)	BETTS, MICHAEL	PAYROLL	1,165.13
01/07/2022	DD3869(A)	JANIK, GREG	PAYROLL	2,006.56
01/07/2022	DD3870(A)	MANTELS, CHRISTOPHER	PAYROLL	2,030.23
01/07/2022	DD3871(A)	MEYER, KYLE	PAYROLL	1,385.67
01/07/2022	DD3872(A)	MILESKIEWICZ, JOHN	PAYROLL	1,390.52
01/07/2022	EFT1010(E)	457 MERS	PAYROLL	1,072.19
01/07/2022	EFT1011(E)	MISDU	PAYROLL	217.86
01/07/2022	EFT1012(E)	IRS	PAYROLL	3,607.64
01/07/2022	EFT1013(E)	DEFINED CONTRIBUTION	PAYROLL	1,552.55
01/07/2022	20435	WEBER & OLCESE PLC	PAYROLL	242.40
01/07/2022	EFT1014(E)	SAUGATUCK AREA PROFESSIONAL L	PAYROLL	125.00
01/13/2022	DD3873(A)	ALDRICH, STACEY	PAYROLL	43.04
01/13/2022	DD3874(A)	BALES, WENDY	PAYROLL	1,717.55
01/13/2022	DD3875(A)	BECKMAN, ERIC	PAYROLL	43.04
01/13/2022	DD3876(A)	BEEK, HEATHER	PAYROLL	783.18
01/13/2022	DD3877(A)	BERNHARDY, CHRISTOPHER	PAYROLL	177.19
01/13/2022	DD3878(A)	BETTS, MICHAEL	PAYROLL	751.68
01/13/2022	DD3879(A)	BLATT, DAVID	PAYROLL	204.05
01/13/2022	DD3880(A)	BLOK, MICHAEL	PAYROLL	903.16

01/14/2022 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 12/21/2021 - 01/17/2022				
Check Date	Check	Vendor Name	Description	Amount
01/13/2022	DD3881(A)	BRESE, ROBERT	PAYROLL	92.64
01/13/2022	DD3882(A)	BRINK, CHAD	PAYROLL	792.70
01/13/2022	DD3883(A)	DALTON, PHIL	PAYROLL	547.01
01/13/2022	DD3884(A)	DEMOND, KALEB	PAYROLL	1,091.20
01/13/2022	DD3885(A)	DORNBUSH, KALEIGH	PAYROLL	150.56
01/13/2022	DD3886(A)	DYKSTRA, TOM	PAYROLL	955.87
01/13/2022	DD3887(A)	ESQUIVEL, BRADLEY	PAYROLL	674.99
01/13/2022	DD3888(A)	GARGANO, CHRISTINE	PAYROLL	494.62
01/13/2022	DD3889(A)	GARGANO, MARK	PAYROLL	1,238.87
01/13/2022	DD3890(A)	GREEN, MICHELLE	PAYROLL	618.57
01/13/2022	DD3891(A)	HOSIER, CALEB	PAYROLL	657.79
01/13/2022	DD3892(A)	JANIK, GREG	PAYROLL	536.27
01/13/2022	DD3893(A)	KIRCHERT, ERIK	PAYROLL	779.56
01/13/2022	DD3894(A)	MANTELS, CHRISTOPHER	PAYROLL	310.45
01/13/2022	DD3895(A)	MARR, SEAN	PAYROLL	719.03
01/13/2022	DD3896(A)	MC GOWAN, WILLIAM	PAYROLL	285.33
01/13/2022	DD3897(A)	MEISTE, JAMES	PAYROLL	639.20
01/13/2022	DD3898(A)	MEYER, KYLE	PAYROLL	335.12
01/13/2022	DD3899(A)	MILESKIEWICZ, JOHN	PAYROLL	597.53
01/13/2022	DD3900(A)	MILLER, AARON	PAYROLL	43.04
01/13/2022	DD3901(A)	MOKMA, WAYNE	PAYROLL	556.54
01/13/2022	20436	PHELPS, DONALD	PAYROLL	44.04
01/13/2022	DD3902(A)	PULLEN, TARUE	PAYROLL	44.04
01/13/2022	DD3903(A)	SEYMOUR, SCOTT	PAYROLL	873.67
01/13/2022	DD3904(A)	SHERER, MISTY	PAYROLL	693.09
01/13/2022	DD3905(A)	STARRING, LINUS	PAYROLL	1,051.45
01/13/2022	DD3906(A)	STEVENS, KEVIN	PAYROLL	570.41
01/13/2022	DD3907(A)	STURM, ELLIOTT	PAYROLL	567.51
01/13/2022	DD3908(A)	TRINKLEIN, KYLE	PAYROLL	342.75
01/13/2022	DD3909(A)	VAN AUKEN, LAUREL	PAYROLL	447.96
01/13/2022	DD3910(A)	VAN OSS, BRENT	PAYROLL	247.06
01/13/2022	DD3911(A)	VERPLANK, JANE	PAYROLL	44.04
01/13/2022	EFT1015(E)	457 MERS	PAYROLL	1,666.68
01/13/2022	EFT1016(E)	MISDU	PAYROLL	217.86
01/13/2022	EFT1017(E)	IRS	PAYROLL	5,678.44
01/13/2022	EFT1018(E)	DEFINED CONTRIBUTION	PAYROLL	1,414.92
01/13/2022	20437	WEBER & OLCESE PLC	PAYROLL	67.75
01/13/2022	EFT1019(E)	SAUGATUCK AREA PROFESSIONAL L	PAYROLL	125.00
01/14/2022	DD3912(A)	BALES, WENDY	PAYROLL	437.27
01/17/2022	20438	CAPITAL ONE	EMPLOYEE APPRECIATION	317.85
01/17/2022	20439	LAKE VISTA SUPERVALUE	TRAINING	23.76
01/17/2022	20440	MICHIGAN STATE FIREMEN'S ASSOC	UNIFORMS	36.25
01/17/2022	20441	VAN RHEE PLUMBING INC	RECIRCULATION PUMP	467.39

01/14/2022 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 12/21/2021 - 01/17/2022				
Check Date	Check	Vendor Name	Description	Amount
01/17/2022	20442	WMFPC	DUES	250.00
01/17/2022	20443	OVERISEL LUMBER CO	SUPPLIES	63.21
01/17/2022	20444	STANDARD	INSURANCE	756.98
01/17/2022	2302(E)	COMCAST	TELEPHONES & INTERNET	303.26
01/17/2022	2303(E)	CONSUMERS ENERGY	BOAT DOCK	31.75
01/17/2022	2304(E)	CONSUMERS ENERGY	FIRE STATION	510.44
01/17/2022	2305(E)	FIRST BANKCARD	EMPLOYEE APPRECIATION	2,582.33
01/17/2022	2306(E)	HEALTH SAVINGS ACCOUNT	HEALTH SAVINGS	2,575.00
01/17/2022	2307(E)	MENARDS	COMMUNITY RISK REDUCTION	202.23
01/17/2022	2308(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	345.51
01/17/2022	2309(E)	PRIORITY HEALTH	HEALTH INSURANCE	3,707.09
01/17/2022	2310(E)	REPUBLIC SERVICES 240	TRASH & RECYCLING	148.35
01/17/2022	2311(E)	SHELL	GASOLINE & DIESEL	929.64
01/17/2022	2312(E)	STATE OF MICHIGAN	EMPLOYMENT TAXES	69.00
01/17/2022	2313(A)	APPLIED IMAGING	COPIER USE	498.38
01/17/2022	2314(A)	BLOOM SLUGGETT PC	LEGAL FEES	2,802.50
01/17/2022	2315(A)	GALLS LLC	UNIFORMS	897.62
01/17/2022	2316(A)	IHLE'S SERVICE LLC	2131 BRAKES & ROTORS	1,682.38
01/17/2022	2317(A)	OFFICE DEPOT	OFFICE SUPPLIES	67.98
01/17/2022	2318(A)	LORRIE PASTOOR	CLEANING	275.00
01/17/2022	2319(A)	RELIABLE ROAD SERVICE INC	2174 TIRES	1,352.53
01/17/2022	2320(A)	S.A. MORMAN & CO	DOORS & FRAMES	3,915.00
01/17/2022	2321(A)	SECURE N SAFE LLC	ELECTRIC DOOR STRIKE	264.00
01/17/2022	2322(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	300.75
Total of 108 Checks:				109,094.91
Less 0 Void Checks:				0.00
Total of 108 Disbursements:				109,094.91

Item #8A

Vendor Name	Description	Amount
1. APPLIED IMAGING	COPIER USE	498.38
2. BLOOM SLUGGETT PC	LEGAL FEES	2,802.50
3. CAPITAL ONE	EMPLOYEE APPRECIATION	317.85
4. COMCAST	TELEPHONES & INTERNET	303.26
5. CONSUMERS ENERGY	BOAT DOCK	31.75
	FIRE STATION	510.44
	TOTAL	542.19
6. DELUXE CHECKS	CHECK STOCK	373.36
7. FIRST BANKCARD	OFFICE, TRAINING & MAINTENANCE	1,037.65
	MAINTENANCE, TRAINING & SUPPLIES	1,104.57
	POSTAGE	122.26
	EMPLOYEE APPRECIATION	317.85
	TOTAL	2,582.33
8. GALLS LLC	UNIFORMS	314.93
	UNIFORMS	516.49
	UNIFORMS	66.20
	TOTAL	897.62
9. HEALTH SAVINGS ACCOUNT	HEALTH SAVINGS	2,575.00
10. IHLE'S SERVICE LLC	2173 OIL CHANGE	69.09
	2131 OIL CHANGE ROTATE TIRES	75.24
	2131 BRAKES & ROTORS	1,538.05
	TOTAL	1,682.38
11. LAKE VISTA SUPERVALUE	TRAINING	23.76
12. LORRIE PASTOOR	CLEANING	275.00
13. MENARDS	COMMUNITY RISK REDUCTION	202.23
14. MICHIGAN GAS UTILITIES	NATURAL GAS	345.51
15. MICHIGAN STATE FIREMEN'S	ASSOCIATIO	36.25
16. OFFICE DEPOT	UNIFORMS	67.98
17. OVERISEL LUMBER CO	OFFICE SUPPLIES	63.21
18. PRIORITY HEALTH	SUPPLIES	3,707.09
19. RELIABLE ROAD SERVICE INC	HEALTH INSURANCE	1,352.53
20. REPUBLIC SERVICES 240	2174 TIRES	148.35
21. S.A. MORMAN & CO	TRASH & RECYCLING	3,915.00
22. SECURE N SAFE LLC	DOORS & FRAMES	264.00
23. SHELL	ELECTRIC DOOR STRIKE	

Vendor Name	Description	Amount
24. STANDARD	GASOLINE & DIESEL	929.64
25. STATE OF MICHIGAN	INSURANCE	756.98
26. VAN RHEE PLUMBING INC	EMPLOYMENT TAXES	69.00
27. WEST MICHIGAN UNIFORM	RECIRCULATION PUMP	467.39
28. WMFPC	SHOP TOWELS	300.75
	DUES	250.00
TOTAL - ALL VENDORS		25,749.54
FUND TOTALS:		
Fund 206 - FIRE FUND		25,749.54

PERIOD ENDING 01/31/2022

Item #8B

		2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 01/31/2022	INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE	USED
Fund 206 - FIRE FUND							
Revenues							
Dept 000							
206-000-401.000	SAUGATUCK CITY	389,000.00	175,634.64	38,575.44		213,365.36	45.15
206-000-402.000	SAUGATUCK TOWNSHIP	780,000.00	3,894.25	0.00		776,105.75	0.50
206-000-403.000	DOUGLAS CITY	404,000.00	190,858.24	152,945.49		213,141.76	47.24
206-000-450.000	FIRE SERVICES	1,000.00	596.02	0.00		403.98	59.60
206-000-460.000	INSPECTION & PLAN REVIEW FEES	1,000.00	11,577.58	1,650.00		(10,577.58)	1,157.76
206-000-465.000	COST RECOVERY	1,000.00	4,792.42	1,591.74		(3,792.42)	479.24
206-000-560.000	GRANTS & DONATIONS	1,000.00	8,964.75	500.00		(7,964.75)	896.48
206-000-665.000	INTEREST	500.00	0.00	0.00		500.00	0.00
206-000-685.000	SALES OF ASSETS	0.00	200.00	0.00		(200.00)	100.00
206-000-686.000	FUND BALANCE TRANSFER IN	246,750.00	0.00	0.00		246,750.00	0.00
Total Dept 000		1,824,250.00	396,517.90	195,262.67		1,427,732.10	21.74
TOTAL REVENUES		1,824,250.00	396,517.90	195,262.67		1,427,732.10	21.74
Expenditures							
Dept 336 - FIRE FUND							
206-336-702.000	BOARD SALARY	5,250.00	1,700.00	300.00		3,550.00	32.38
206-336-704.000	CHIEF SALARY	86,000.00	41,643.67	3,169.23		44,356.33	48.42
206-336-705.000	OFFICER SALARIES	7,500.00	3,252.98	581.93		4,247.02	43.37
206-336-708.000	CAREER FIREFIGHTER	315,000.00	160,536.78	11,531.45		154,463.22	50.96
206-336-709.000	OPERATIONAL WAGES	100,000.00	64,693.94	8,790.21		35,306.06	64.69
206-336-709.500	PAID ON CALL STIPEND	85,000.00	46,397.14	8,577.08		38,602.86	54.58
206-336-710.000	FIRE CALLS	60,000.00	23,820.84	3,922.70		36,179.16	39.70
206-336-711.000	MEDICAL CALLS	30,000.00	19,939.13	1,683.75		10,060.87	66.46
206-336-712.000	TRAINING	40,000.00	19,788.34	3,593.93		20,211.66	49.47
206-336-713.000	SPECIAL EVENTS	10,000.00	8,570.00	768.68		1,430.00	85.70
206-336-720.000	PAYROLL TAXES	57,000.00	31,164.29	4,224.40		25,835.71	54.67
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	75,000.00	47,136.46	8,056.92		27,863.54	62.85
206-336-722.000	WORKER COMP INSURANCE	53,000.00	32,605.60	0.00		20,394.40	61.52
206-336-723.000	RETIREMENT	76,000.00	49,337.84	4,656.06		26,662.16	64.92
206-336-727.000	OPERATING SUPPLIES	22,000.00	8,323.82	610.18		13,676.18	37.84
206-336-728.000	GAS & OIL	12,000.00	6,769.12	929.64		5,230.88	56.41
206-336-730.000	PROFESSIONAL SERVICES	30,000.00	13,436.50	3,077.50		16,563.50	44.79
206-336-742.000	TESTING, REPAIR & REPLACEMENT	15,000.00	6,909.96	41.49		8,090.04	46.07
206-336-745.000	STATION TOOLS	3,000.00	1,340.87	0.00		1,659.13	44.70
206-336-746.000	FIRE FIGHTER TOOLS	10,000.00	3,780.55	0.00		6,219.45	37.81
206-336-751.000	PHONES	12,000.00	6,099.20	363.26		5,900.80	50.83
206-336-752.000	UTILITIES	16,000.00	6,764.86	1,036.05		9,235.14	42.28
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	45,000.00	14,799.78	4,097.34		30,200.22	32.89
206-336-761.000	BOAT MAINTENANCE	15,000.00	10,762.97	0.00		4,237.03	71.75
206-336-762.000	RADIO & PAGER R&R	6,500.00	2,606.92	0.00		3,893.08	40.11
206-336-763.000	BUILDING REPAIR & MAINTENANCE	25,000.00	15,587.90	4,445.60		9,412.10	62.35
206-336-764.000	BUILDING SECURITY	2,000.00	1,260.21	264.00		739.79	63.01
206-336-767.000	DUES & SUBSCRIPTIONS	3,500.00	2,308.55	415.00		1,191.45	65.96
206-336-770.000	OFFICE EXPENSES	10,000.00	4,079.08	719.44		5,920.92	40.79
206-336-771.000	TECHNOLOGY	18,000.00	11,911.87	0.00		6,088.13	66.18
206-336-775.000	BUILDING INSPECTIONS	2,500.00	31.00	0.00		2,469.00	1.24
206-336-780.000	UNIFORMS	12,000.00	5,356.32	1,038.32		6,643.68	44.64
206-336-781.000	TURN OUT GEAR	30,000.00	9,955.92	0.00		20,044.08	33.19
206-336-785.000	EDUCATION	18,000.00	10,854.07	345.11		7,145.93	60.30
206-336-791.000	MEDICAL SUPPLY	12,000.00	4,184.08	0.00		7,815.92	34.87
206-336-795.000	COMMUNITY RISK REDUCTION	12,000.00	2,064.21	309.48		7,935.79	20.64

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User: Peter

DB: Stfd

PERIOD ENDING 01/31/2022

		2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	01/31/2022 NORMAL (ABNORMAL)	MONTH 01/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 206 - FIRE FUND						
Expenditures						
206-336-796.000	PHYSICALS	15,000.00	0.00	0.00	15,000.00	0.00
206-336-815.000	GENERAL INSURANCE	32,000.00	28,835.00	0.00	3,165.00	90.11
206-336-861.000	TAX CHARGE BACK	500.00	223.01	0.00	276.99	44.60
206-336-975.000	TRUCK PAYMENT	260,000.00	0.00	0.00	260,000.00	0.00
206-336-985.000	LONG TERM CAPITAL	87,500.00	23,869.35	0.00	63,630.65	27.28
206-336-986.000	CAPITAL FUND TRANSFER	100,000.00	0.00	0.00	100,000.00	0.00
Total Dept 336 - FIRE FUND		1,824,250.00	752,702.13	77,548.75	1,071,547.87	41.26
TOTAL EXPENDITURES		1,824,250.00	752,702.13	77,548.75	1,071,547.87	41.26
Fund 206 - FIRE FUND:						
TOTAL REVENUES		1,824,250.00	396,517.90	195,262.67	1,427,732.10	21.74
TOTAL EXPENDITURES		1,824,250.00	752,702.13	77,548.75	1,071,547.87	41.26
NET OF REVENUES & EXPENDITURES		0.00	(356,184.23)	117,713.92	356,184.23	100.00

2021 Summary of Incidents



Incidents for December 2021

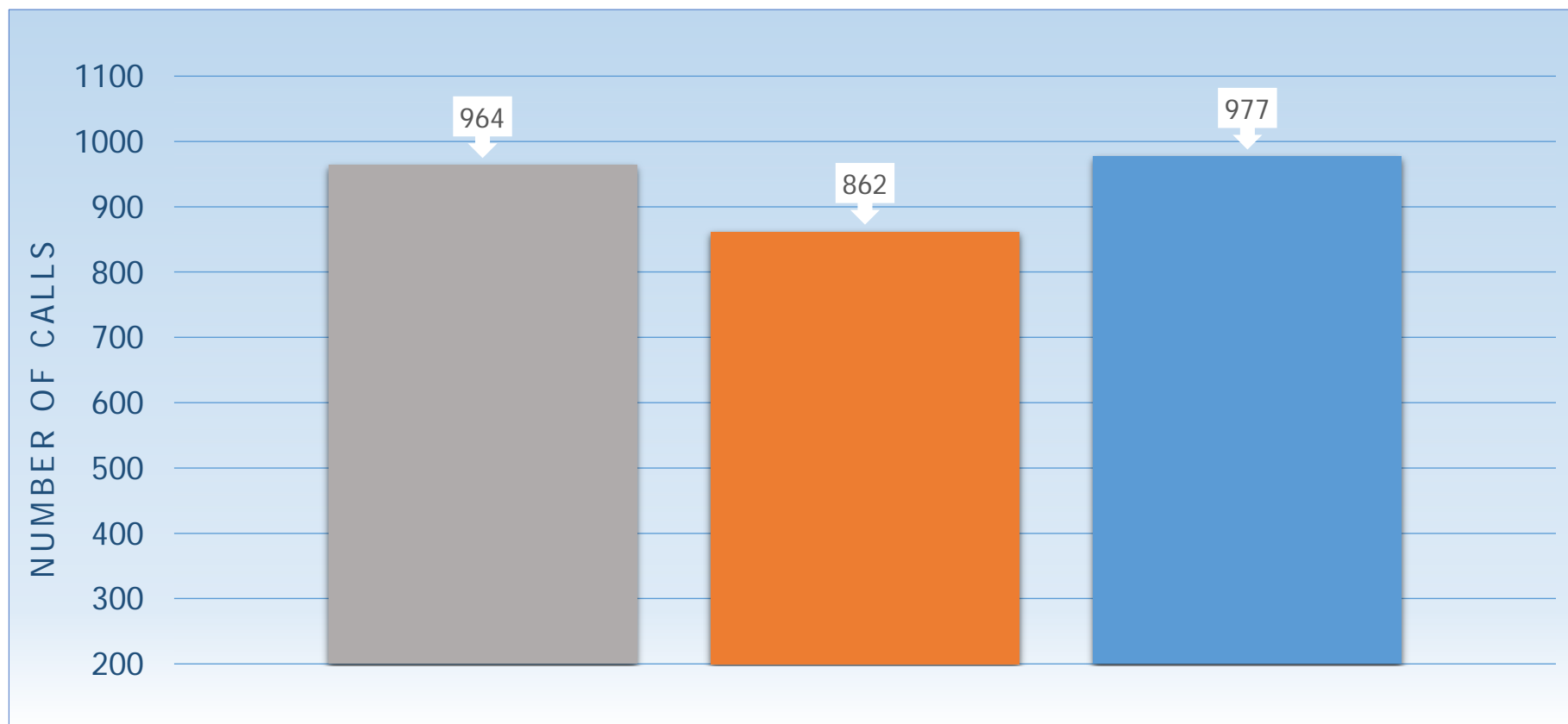


Photo: Chief Janik

- ❖ First of all, no house fires to report for 2021 in our district! All 5 structure fires we responded to were in neighboring districts. In 2020 we had 5 in our area. Our fire prevention program and quick response time is paying off.
- ❖ December experienced another near record month. Our December total was 72 calls, compared an annual average of 58 calls.
- ❖ 2021 came to a close of 964 calls, or a 12% increase compared to last year.
- ❖ For the year all daily calls levelled out. You can't really point to a day that stands out. The hours from 8AM-9PM count for the busy time of the day, this reflects our usual statistic from previous years.
- ❖ 23 overlapping calls continued a slight downward monthly adjustment. 32% of our calls in December were overlapping. For the year it was 28%. Comparing to previous years 2021 showed 276 or an increase of 41% in this category from 2020.
- ❖ Our response time for December is close to our 2021 average, 5 minutes and 51 seconds for December compared to a very commendable 5'45" for the whole year. December showed 42 emergent calls (lights and siren). For the year we recorded 573 lights and siren calls which is very high compared to 2020 and 2019, which showed 497 and 488 respectively.
- ❖ Location of calls shows Township accounts for 42%, compared to Douglas at 28 and Saugatuck City at 30%.
- ❖ Type of calls came to 47 EMS (medical), this category counts for 65% of our volume for December and 594, or 62%, for 2021. The typical (or most common) EMS call type is falls, 127 such incidents this year, or 21% reported this year, followed by general sickness at 88 or 14.3% of all EMS calls.
- ❖ Total December MVIs (motor vehicle incidents, i.e., crashes, fires etc.) are at 5 incidents. For 2021 we recorded 80 incidents total for an 82% increase from 2020 with 44, and slightly higher than 2019 with 75 incidents.
We did have one resource demanding incident on I-196. A jack-knifed semi came to rest in the median and the cargo had to be transferred to another trailer. We were on that scene for 8 hours and unfortunately experienced a secondary incident a mile south of the primary scene.

Neither November nor December saw any MVIs at Blue Star Highway intersections.
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2019-2021 Incident Comparison

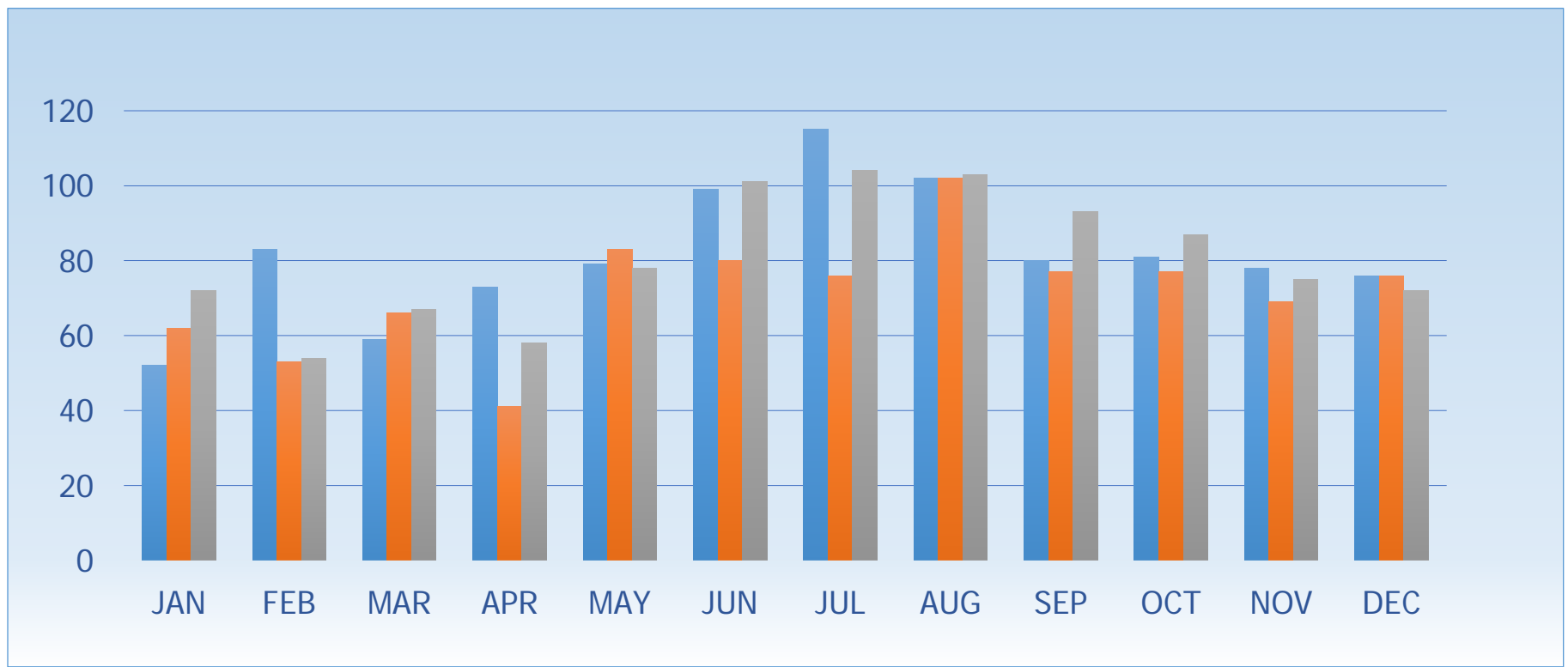


Year	December 31	+/-	+/- %
2021	964	102	11.8
2020	862	(115)	(11.8)
2019	977		

2021 Incidents by Month

[Green is an all-time high month]

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	72	54	67	58	78	101	104	103	93	87	75	72	964
2020	62	53	66	41	83	80	76	102	77	77	69	76	862
2019	52	83	59	73	79	99	115	102	80	81	78	76	977



2011-21 Incidents by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	72	54	67	58	78	101	104	103	93	87	75	72	964
2020	62	53	66	41	83	80	76	102	77	77	69	76	862
2019	52	83	59	73	79	99	115	102	80	81	78	76	977
2018	61	58	55	79	85	94	103	101	83	77	52	59	907
2017	54	35	62	51	68	89	116	76	66	91	48	57	813
2016	47	51	53	64	76	95	113	105	82	64	60	65	875
2015	57	61	50	50	73	67	110	90	71	58	49	47	783
2014	62	51	49	56	85	77	84	59	72	52	59	39	745
2013	67	62	44	39	57	53	70	74	42	58	66	58	690
2012	52	33	58	55	54	74	104	77	54	40	52	76	729
2011	42	38	57	34	52	51	92	70	63	61	40	41	641

Average	57	53	56	55	72	80	99	84	69	66	56	58	796
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Lowest Highest

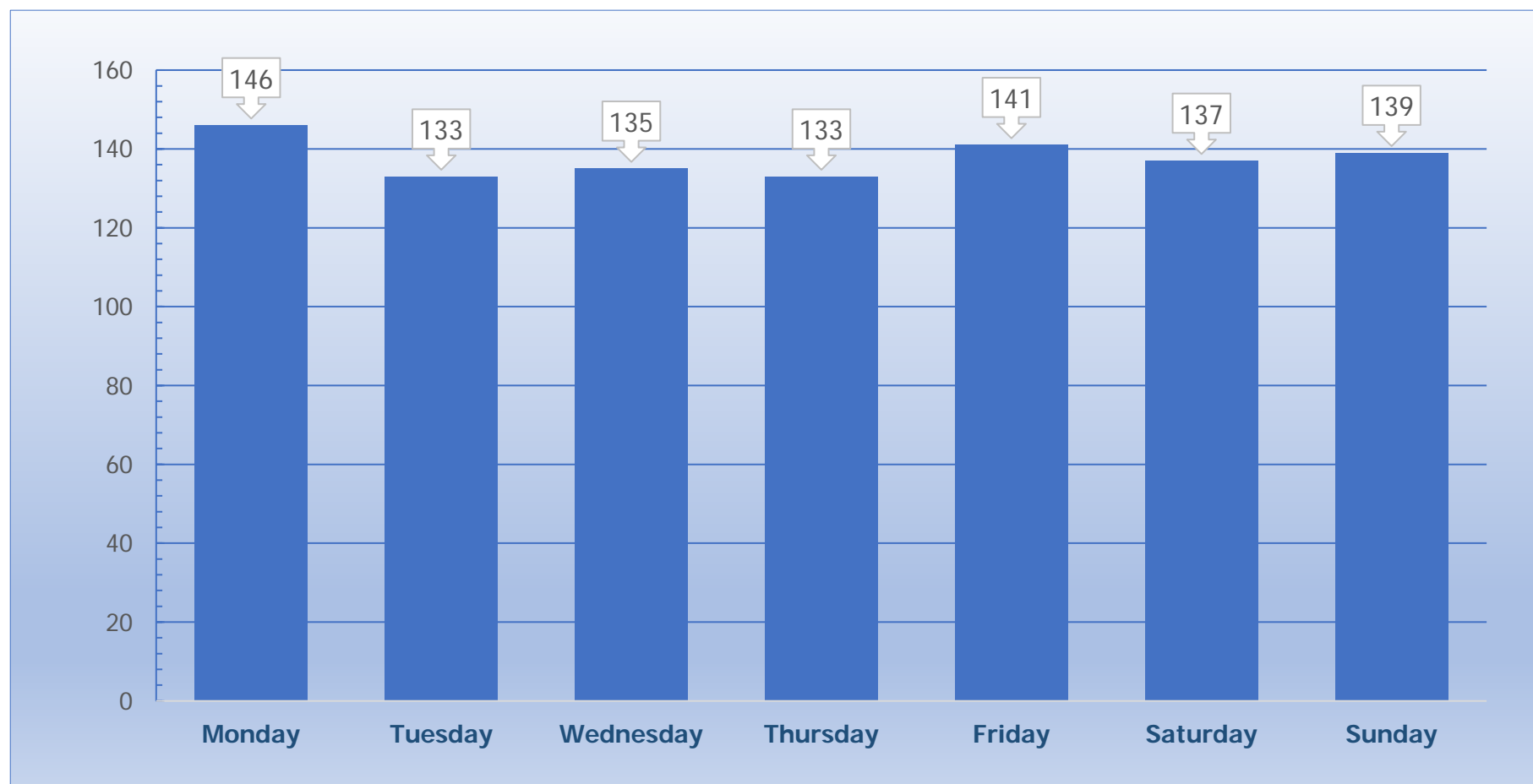
1999-2021 Incidents by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	72	54	67	58	78	101	104	103	93	87	75	72	964
2020	62	53	66	41	83	80	76	102	77	77	69	76	862
2019	52	83	59	73	79	99	115	102	80	81	78	76	977
2018	61	58	55	79	85	94	103	101	83	77	52	59	907
2017	54	35	62	51	68	89	116	76	66	91	48	57	813
2016	47	51	53	64	76	95	113	105	82	64	60	65	875
2015	57	61	50	50	73	67	110	90	71	58	49	47	783
2014	62	51	49	56	85	77	84	59	72	52	59	39	745
2013	67	62	44	39	57	53	70	74	42	58	66	58	690
2012	52	33	58	55	54	74	104	77	54	40	52	76	729
2011	42	38	57	34	52	51	92	70	63	61	40	41	641
2010	36	26	46	52	50	48	98	72	58	54	40	32	612
2009	46	46	38	40	43	61	65	57	58	45	44	49	592
2008	46	35	23	32	41	53	101	54	43	48	29	53	558
2007	35	44	34	39	44	64	78	59	55	37	33	37	559
2006	41	33	41	23	58	48	64	46	42	43	47	42	528
2005	42	28	48	47	37	57	75	58	49	40	40	34	555
2004	41	28	34	34	51	45	50	48	46	51	30	41	499
2003	25	30	35	36	54	61	55	63	39	35	39	45	517
2002	36	27	41	35	35	54	62	65	53	44	36	30	518
2001	29	33	38	38	46	51	69	43	46	43	34	28	498
2000	44	40	44	50	42	48	64	38	41	42	46	45	544
1999	32	34	31	31	37	37	41	40	31	39	31	31	415
Average	47	43	47	46	58	64	83	68	57	54	45	47	645

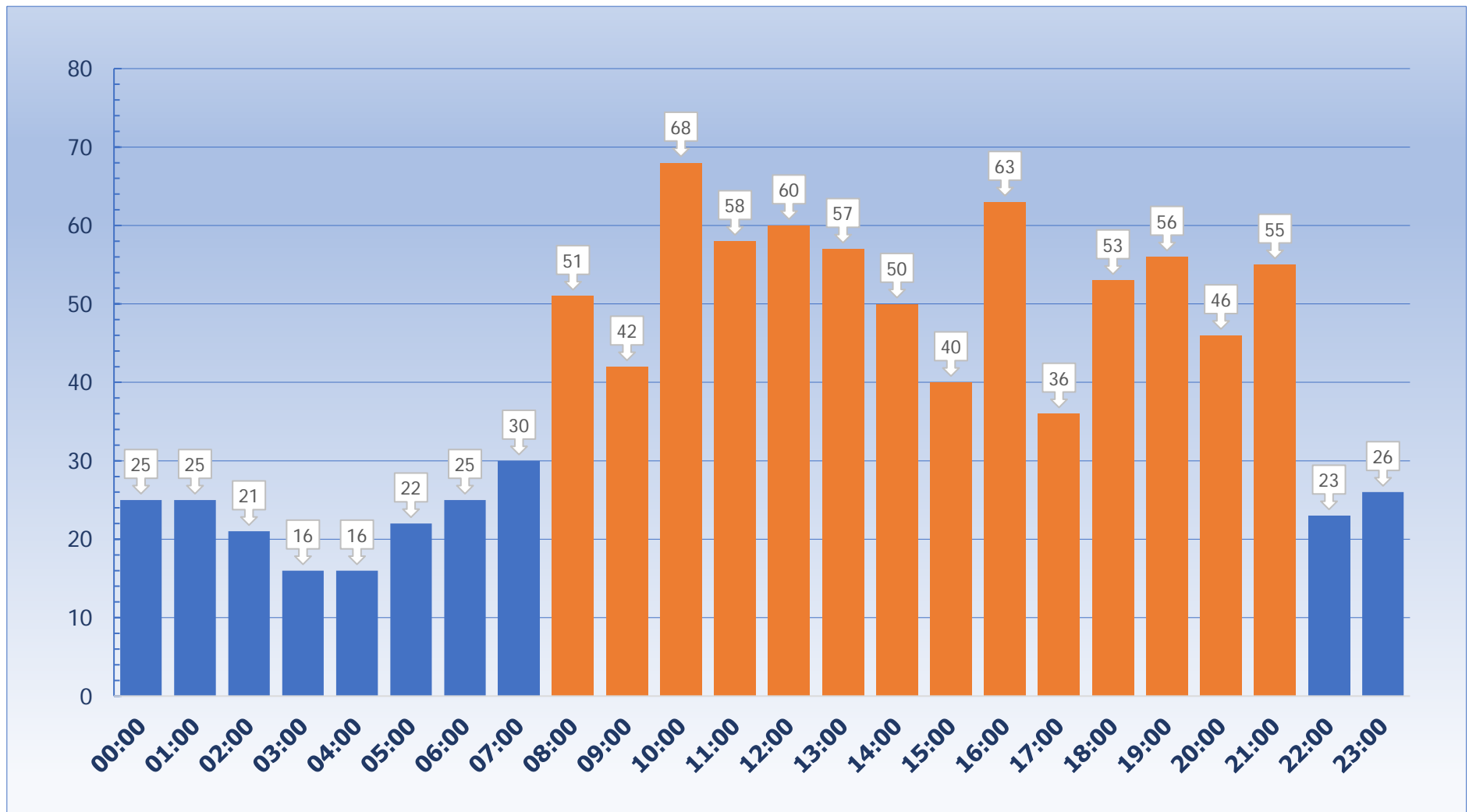
Lowest Highest

2021 Incidents per Day of the Week

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
146	133	135	133	141	137	139



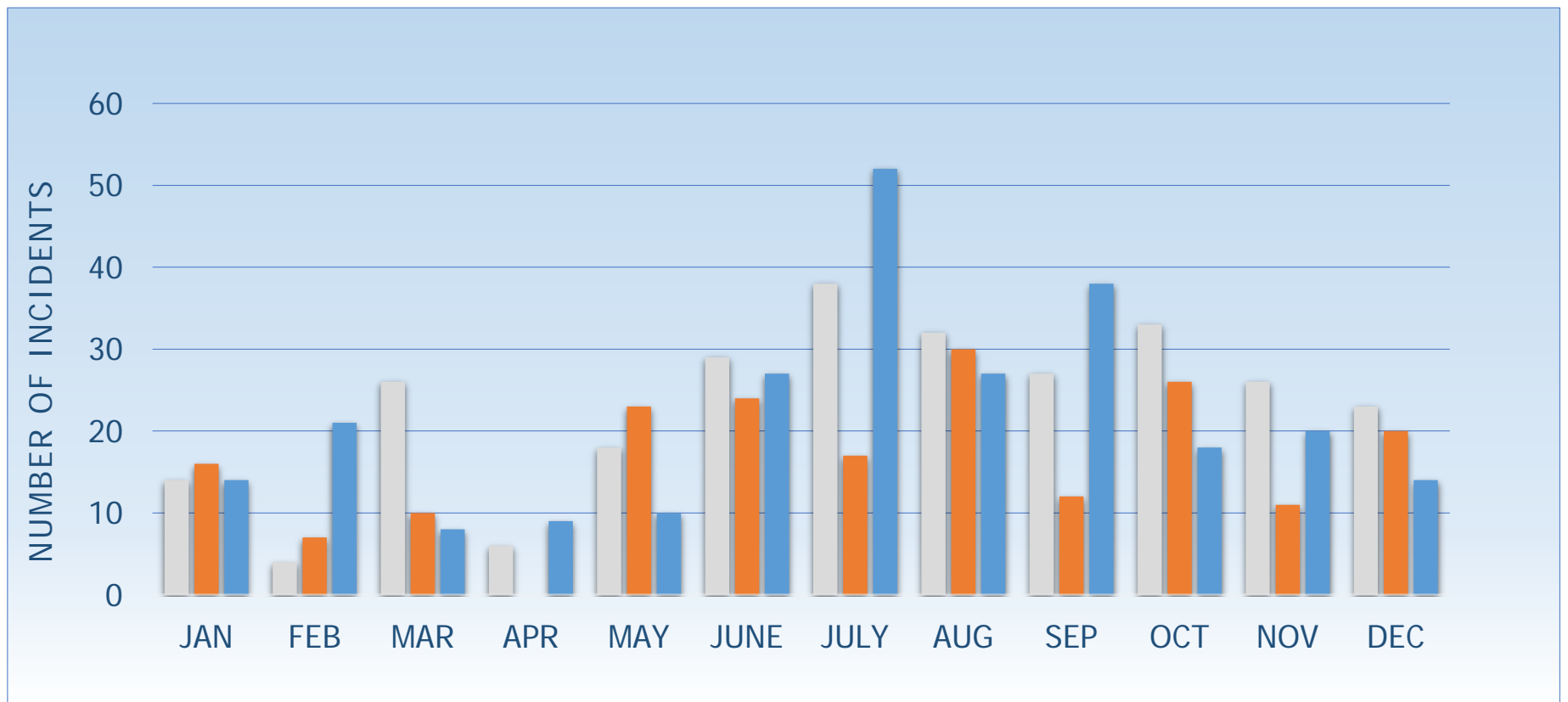
2021 Incidents by Time of Day



2021 Overlapping Incidents YTD

[Another emergency incident that requires fire department response that occurs within the time frame of a previous emergency incident.]

Year	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	TOTAL	%
2021	14	4	26	6	18	29	38	32	27	33	26	23	276	41%
2020	16	7	10	0	23	24	17	30	12	26	11	20	196	-24%
2019	14	21	8	9	10	27	52	27	38	18	20	14	258	14%



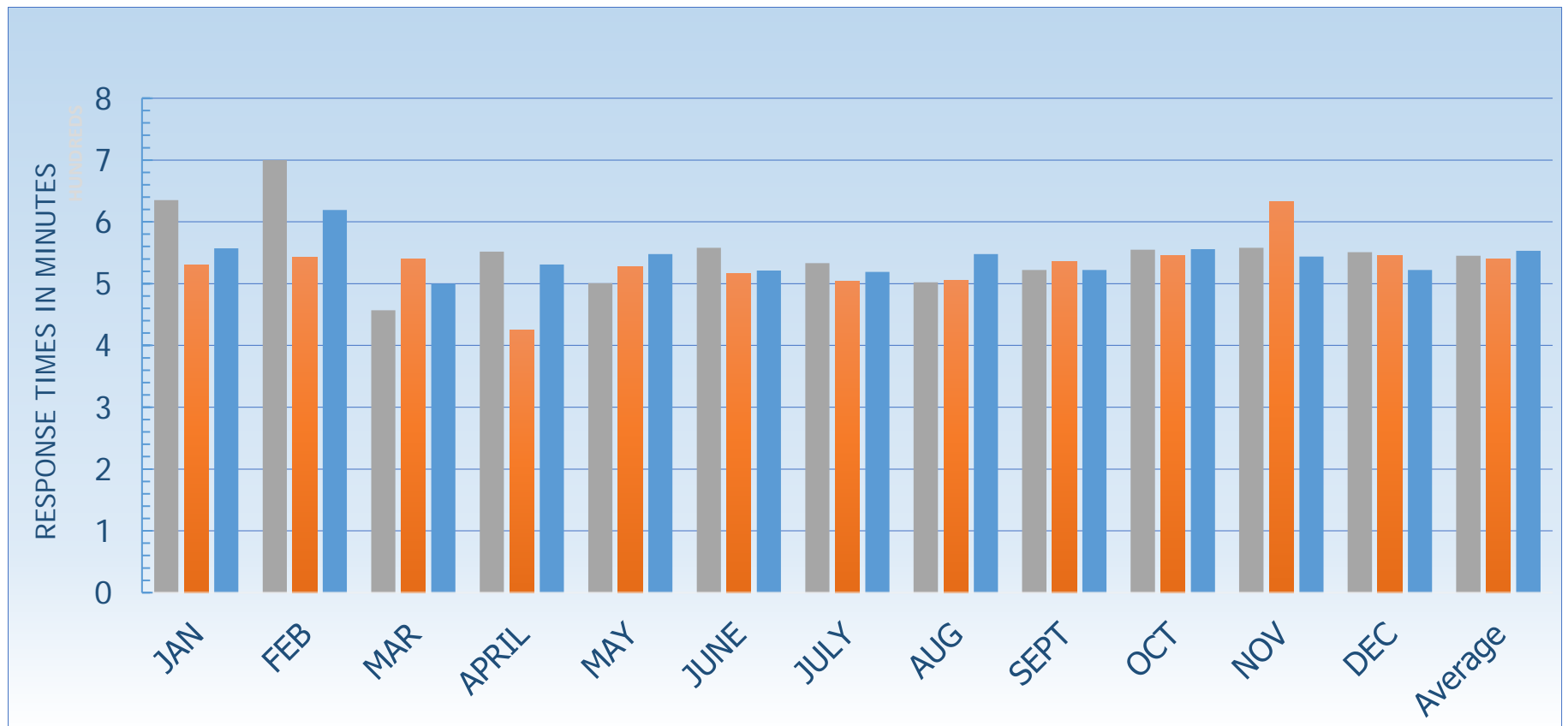
2021 Overlapping Incidents YTD

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	Year Change
2021														
Runs	72	54	67	58	78	101	104	103	93	87	75	72	964	
Overlap	14	4	26	6	18	29	38	32	27	33	26	23	276	
Percent	19.4	7.4	38.8	10.3	23.1	28.7	36.5	31.1	29.0	37.9	34.7	31.9	28.6	41%
2020														
Runs	62	53	66	41	83	80	76	102	77	77	69	76	862	
Overlap	16	7	10	0	23	24	17	30	12	26	11	20	196	
Percent	25.8	13.2	15.2	0.0	27.7	30.0	22.4	29.4	15.6	33.8	15.9	26.3	22.7	-24%
2019														
Runs	52	83	59	73	79	99	115	102	80	81	78	76	977	
Overlap	14	21	8	9	10	27	52	27	38	18	20	14	258	
Percent	26.9	25.3	13.6	12.3	12.7	27.3	45.2	26.5	47.5	22.2	25.6	18.4	26.4	14%

2019-2021 Response Times by Month

[From 2019 Response Times are now emergencies that requires lights and siren.]

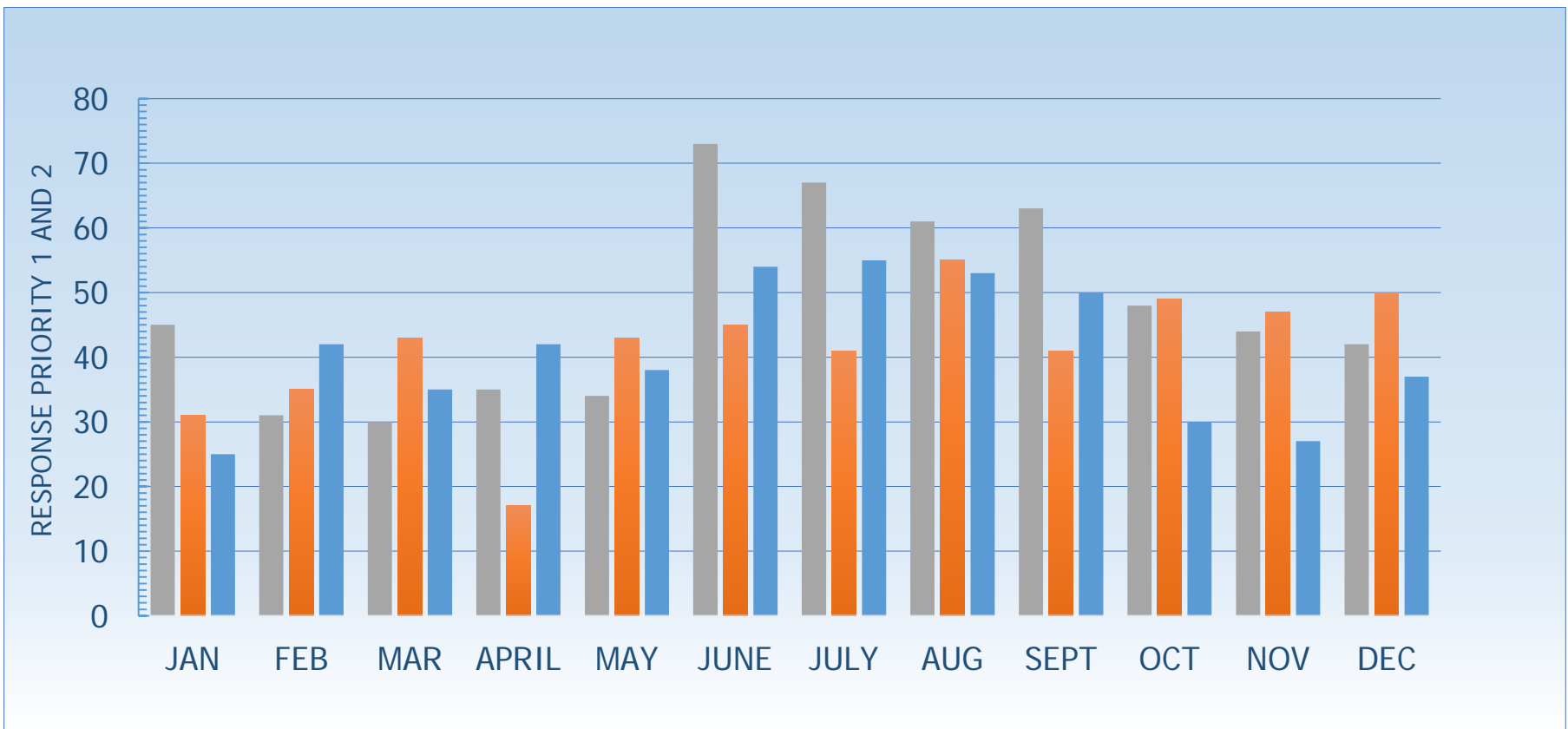
Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Average
2021	6:35	7:00	4:57	5:52	5:01	5:58	5:33	5:02	5:22	5:55	5:58	5:51	5:45
2020	5:30	5:42	5:40	4:25	5:27	5:16	5:04	5:05	5:36	5:45	6:33	5:45	5:40
2019	5:57	6:19	5:00	5:31	5:48	5:21	5:19	5:48	5:22	5:56	5:44	5:22	5:53



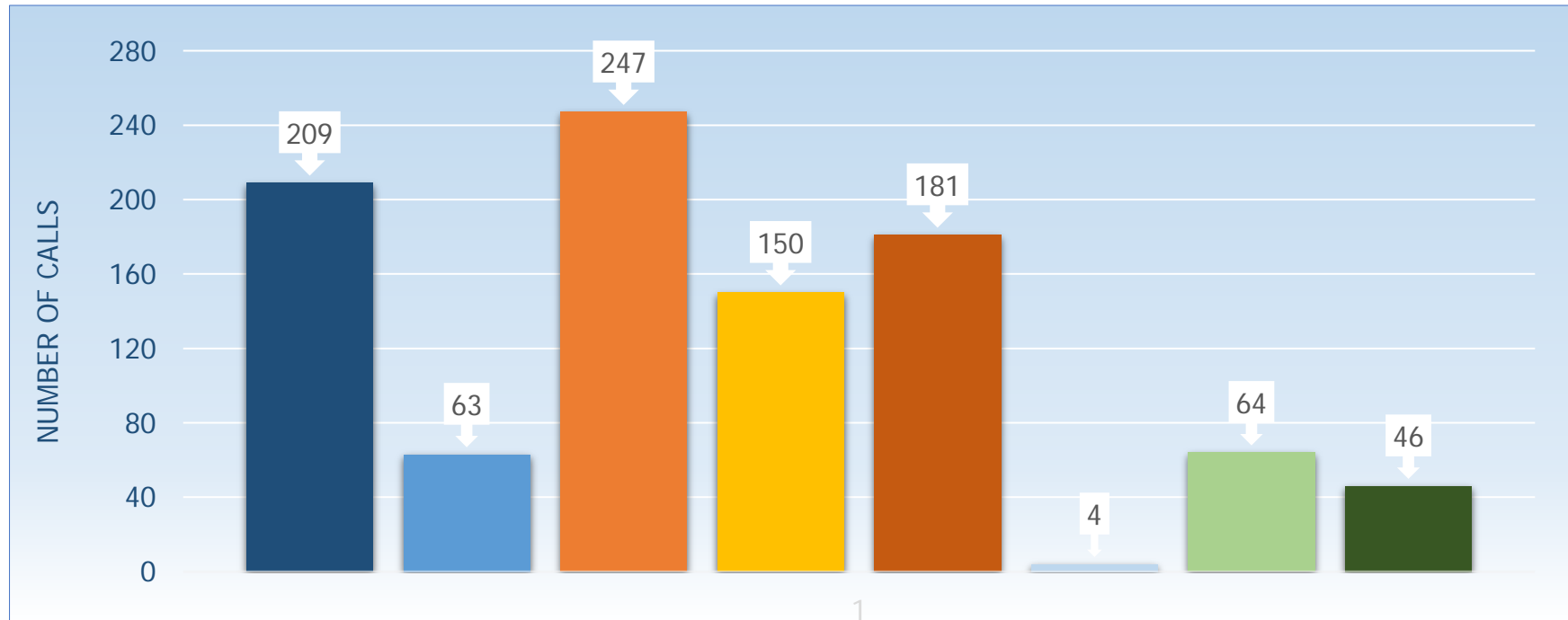
2021 Emergency Responses

[Emergent responses per month in our district.]

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YTD
2021	45	31	30	35	34	73	67	61	63	48	44	42	573
2020	31	35	43	17	43	45	41	55	41	49	47	50	497
2019	25	42	35	42	38	54	55	53	50	30	27	37	488

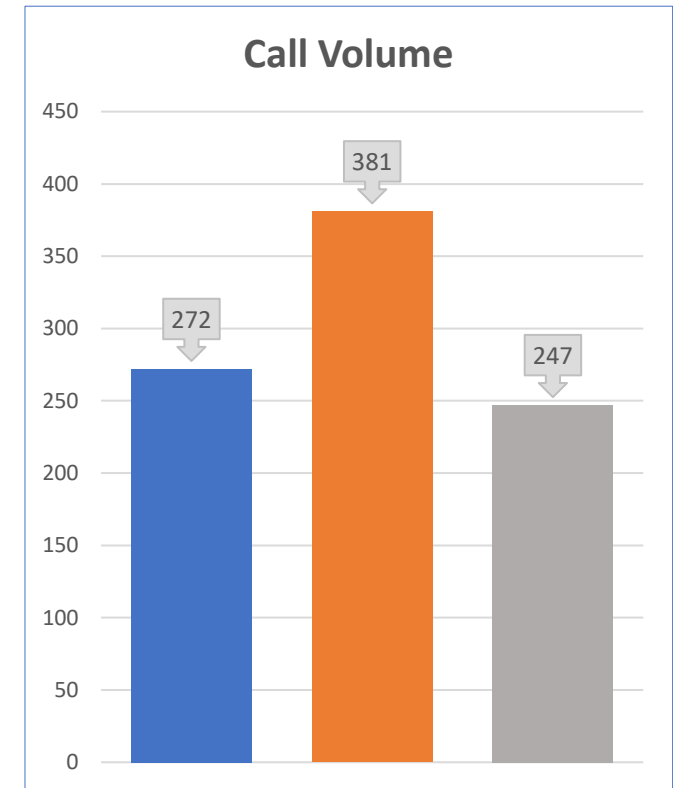
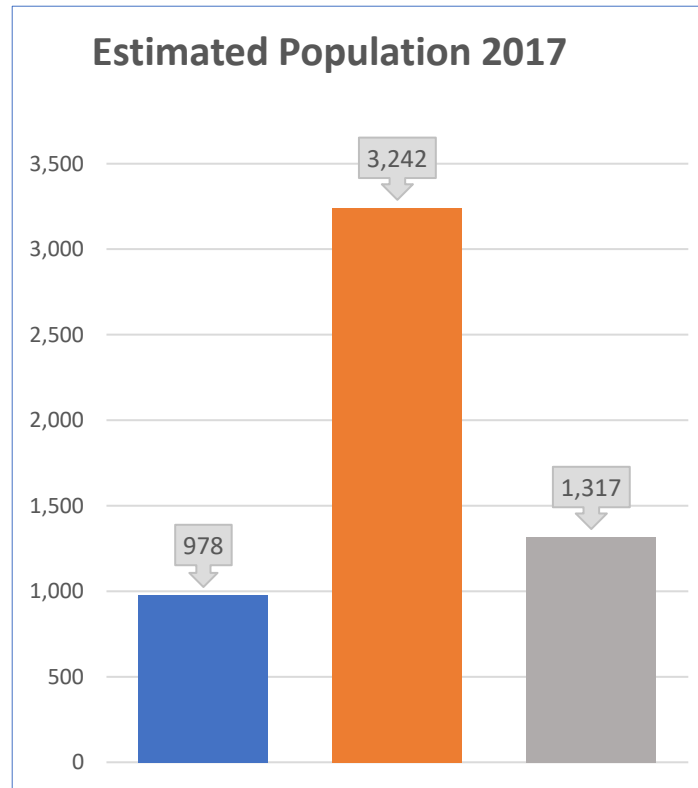
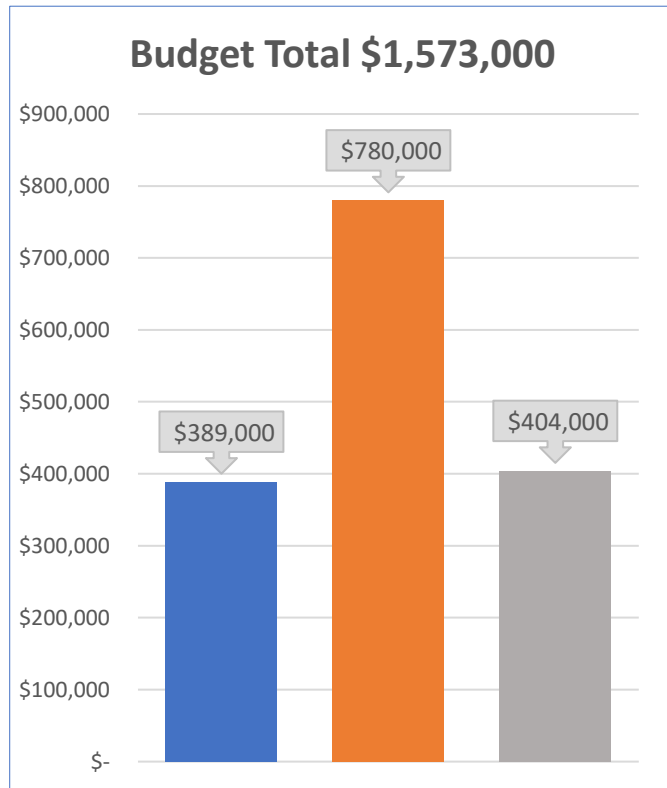


2021 Incidents by Area



Area	November 30	%
Saugatuck North	209	21.7
Saugatuck South	63	6.5
Douglas	247	25.6
Township North	150	15.6
Township South	181	18.8
Lake Michigan	4	0.4
I-196	64	6.6
Outside Area	46	4.8
Total	964	100.0

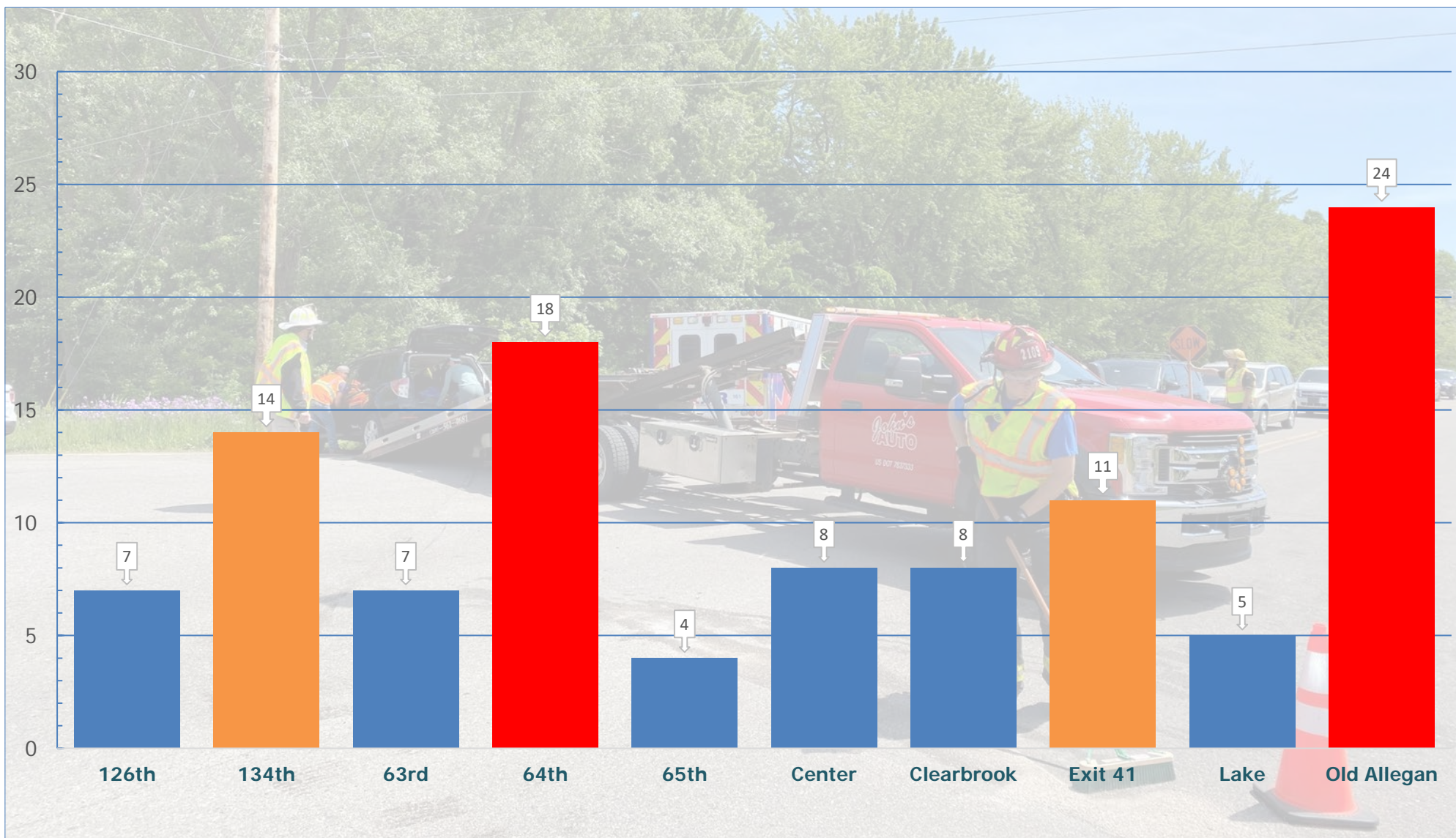
2021 Key numbers for Tri-Community



	Square Miles	Budget	%	Est. Population 2017	%	Call Volume	%
Saugatuck City	1.47	\$ 389,000	24.7	978	17.66	272	30.22
Saugatuck Township	24.21	\$ 780,000	49.6	3,242	58.55	381	42.33
City of Douglas	1.98	\$ 404,000	25.7	1,317	23.79	247	27.44
Total	27.66	\$ 1,573,000	100.0	5,537	100.00	900	100.00

Accidents at Blue Star Intersections 1999-2021

Total All 24 Intersections: 127



126th	134th	63rd	64th	65th	Center	Clearbrook	Exit 41	Lake	Old Allegan
7	14	7	18	4	8	8	11	5	24

National Fire Incident Reporting System (NFIRS) Incident Code Guide

100 Series (Fire)

- (11) Structure Fire**
 - (111) Building Fire
 - (112) Fires in structures other than in a building
 - (113) Cooking fire, confined to container
 - (114) Chimney or flue fire, confined to chimney or flue
 - (115) Incinerator overload or malfunction, fire confined
 - (116) Fuel burner/boiler malfunction, fire confined
 - (117) Commercial compactor fire, confined to rubbish
 - (118) Trash, or rubbish fire in a structure, no flame damage
- (12) Fire in mobile property used as a fixed structure**
 - (121) Fire in mobile home used as a fixed residence
 - (122) Fire in motor home, camper, recreational vehicle
 - (123) Fire in portable building, fixed location
- (13) Mobile property (vehicle) fire**
 - (131) Passenger vehicle fire
 - (132) Road freight or transport vehicle fire
 - (133) Rail vehicle fire
 - (134) Water vehicle fire
 - (135) Aircraft vehicle fire
 - (136) Self-propelled motor home or recreational vehicle fire
 - (137) Camper or recreational vehicle
 - (138) Off-road vehicle or heavy equipment fire
- (14) Natural vegetation fire**
 - (141) Forest, woods, or woodland fire
 - (142) Brush, or brush and grass mixture fire
 - (143) Grass fire, includes fire confined to area.
- (15) Outside rubbish fire**
 - (151) Outside rubbish, trash, or waste fire
 - (152) Garbage dump or sanitary landfill fire
 - (153) Construction or demolition landfill fire
 - (154) Dumpster or other outside trash receptacle fire
 - (155) Outside stationary compactor/compacted trash fire
- (16) Special outside fire**
 - (161) Outside storage fire on residential or commercial/ industrial property
 - (162) Outside equipment fire
 - (163) Outside gas or vapor combustion explosion
 - (164) Outside mailbox fire
- (17) Cultivated vegetation, crop fire**
 - (171) Cultivated grain or crop fire
 - (172) Cultivated orchard or vineyard fire
 - (173) Cultivated trees or nursery stock fire

200 Series (Overpressure Explosion, Overheat - No Fire)

- (21) Overpressure rupture from steam (no ensuing fire)**
 - (211) Overpressure rupture of steam pipe or pipeline
 - (212) Overpressure rupture of steam boiler
 - (213) Steam rupture of pressure or process vessel
- (22) Overpressure rupture from air or gas - no fire**
 - (221) Overpressure rupture of air or gas pipe/pipeline
 - (222) Overpressure rupture of boiler from air or gas
 - (223) Air or gas rupture of pressure or process vessel
- (23) Overpressure rupture, chemical reaction - no fire**
 - (231) Chemical reaction rupture of pressure or process vessel
- (24) Explosion (no fire)**
 - (241) Munitions or bomb explosions (no fire)
 - (242) Blasting agent explosion (no fire)
 - (243) Fireworks explosion (no fire), all classes of fireworks
- (25) Excessive heat, scorch burns with no ignition**
 - (251) Excessive heat, scorch burns with no ignition

300 Series (Rescue & EMS Incidents)

- (31) Medical assist**
 - (311) Medical assist, assist EMS crew
- (32) Emergency medical service (EMS) incident**
 - (321) EMS call, excluding vehicle accident with injury
 - (322) Vehicle accident with injuries
 - (323) Motor vehicle/pedestrian accident (MV Ped)
 - (324) Motor vehicle accident with no injuries
- (33) Lock-in**
 - (331) Lock-in, includes vehicles (if lock-out, use 511)
- (34) Search for lost person**
 - (341) Search for person on land
 - (342) Search for person in water
 - (343) Search for person underground
- (35) Extrication, rescue**
 - (351) Extrication of victim(s) from building/structure
 - (352) Extrication of victim(s) from vehicle
 - (353) Removal of victim(s) from stalled elevator
 - (354) Trench/below grade rescue
 - (355) Confined space rescue
 - (356) High angle rescue
 - (357) Extrication of victim(s) from machinery
- (36) Water or ice-related rescue**
 - (361) Swimming/recreational water areas rescue
 - (362) Ice rescue
 - (363) Swift water rescue
 - (364) Surf rescue
 - (365) Watercraft rescue
- (37) Electrical rescue**
 - (371) Electrocution or potential electrocution
 - (372) Trapped by power lines
- (38) Rescue or EMS standby**
 - (381) Rescue or EMS standby; hazardous conditions

400 Series (Hazardous Conditions - No Fire)

- (41) Combustible/flammable spills & leaks**
 - (411) Gasoline or other flammable liquid spill, Class I
 - (412) Gas leak (natural gas or LPG)
 - (413) Oil or other combustible liquid spill, Class II or III
- (42) Chemical release, reaction or toxic condition**
 - (421) Chemical hazard (no spill or leak)
 - (422) Chemical spill or leak
 - (423) Refrigeration leak
 - (424) Carbon monoxide incident
- (43) Radioactive condition**
 - (431) Radiation leak, radioactive material
- (44) Electrical wiring/equipment problem**
 - (441) Heat from short circuit (wiring), defective/worn insulation
 - (442) Overheated motor or wiring
 - (443) Breakdown of light ballast
 - (444) Power line down
 - (445) Arcing, shorted electrical equipment
- (45) Biological hazard**
 - (451) Biological hazard, confirmed or suspected
- (46) Accident, potential accident**
 - (461) Building or structure weakened or collapsed
 - (462) Aircraft standby
 - (463) Vehicle accident, general cleanup
- (47) Explosive, bomb removal**
 - (471) Explosive, bomb removal (for bomb scare, use 721)
- (48) Attempted burning, illegal action**
 - (481) Attempt to burn
 - (482) Threat to burn

500 Series (Service Call)

- (51) Person in distress**
 - (511) Lock-out
 - (512) Ring or jewelry removal, no transport to hospital
 - (52) Water problem**
 - (521) Water (not people) evacuation
 - (522) Water or steam leak, includes open hydrants
 - (53) Smoke problem**
 - (531) Smoke or odor removal
 - (54) Animal problem or rescue**
 - (541) Animal problem
 - (542) Animal rescue
 - (55) Public service assistance**
 - (551) Assist police or other governmental agency
 - (552) Police matter
 - (553) Public service, not government agencies
 - (554) Assist invalid
 - (555) Defective elevator, no occupants
 - (56) Unauthorized burning**
 - (561) Unauthorized burning
- Cover assignment, standby at fire station, move-up**
- (571) Cover assignment, standby, moveup

600 Series (Good Intent Calls)

- (61) Dispatched and canceled enroute**
 - (611) Dispatched & canceled enroute
- (62) Wrong location, no emergency found**
 - (621) Wrong location
 - (622) No incident found at dispatch address
- (63) Controlled burning**
 - (631) Authorized controlled burning
 - (632) Prescribed fire (with prior written, approved fire plan)
- (64) Vicinity alarm**
 - (641) Vicinity alarm (incident in other location)
- (65) Steam, other gas mistaken for smoke**
 - (651) Smoke scare, odor of smoke, not steam
 - (652) Steam, vapor, fog or dust thought to be smoke
 - (653) Smoke from barbecue, tar kettle (not hostile fire)
- (66) EMS call where party has been transported**
 - (661) EMS call, party transported by non-fire agency
- (67) Hazmat release investigation w/ no hazmat**
 - (671) Hazmat release investigation w/ no hazmat found
 - (672) Biological hazard, none found

700 Series (False Alarms & False Calls)

- (71) Malicious, mischievous false alarm**
 - (711) Municipal alarm system, malicious false alarm
 - (712) Direct tie to FD, malicious/false alarm
 - (713) Telephone, malicious false alarm
 - (714) Central station, malicious false alarm
 - (715) Local alarm system, malicious false alarm
- (72) Bomb scare**
 - (721) Bomb scare - no bomb
- (73) System or detector malfunction**
 - (731) Sprinkler activation due to system malfunction or failure
 - (732) Extinguishing system activation due to malfunction
 - (733) Smoke detector activation due to malfunction
 - (734) Heat detector activation due to malfunction
 - (735) Alarm system activation due to malfunction
 - (736) CO detector activation due to malfunction
- (74) Unintentional system/detector operation - no fire**
 - (741) Sprinkler activation, no fire - unintentional
 - (742) Extinguishing system activation
 - (743) Smoke detector activation, no fire - unintentional
 - (744) Detector activation, no fire - unintentional
 - (745) Alarm system activation, no fire - unintentional
 - (746) Carbon monoxide detector activation, no CO
- (75) Biological hazard**
 - (751) Biological hazard, malicious false report

800 Series (Severe Weather & Natural Disaster)

- (81) Severe Weather & Natural Disaster**
 - (811) Earthquake assessment, not rescue/other service
 - (812) Flood assessment, not water rescue
 - (813) Wind storm, tornado/hurricane assessment
 - (814) Lightning strike (no fire), includes investigation
 - (815) Severe weather or natural disaster standby

900 Series (Special Incident Type)

- (91) Citizen compliant**
 - (911) Citizen complaint, includes code violations



All Incident Type Codes are part of the National Fire Incident Reporting System standard NFIRS used in this document.

Trend 2004-2021

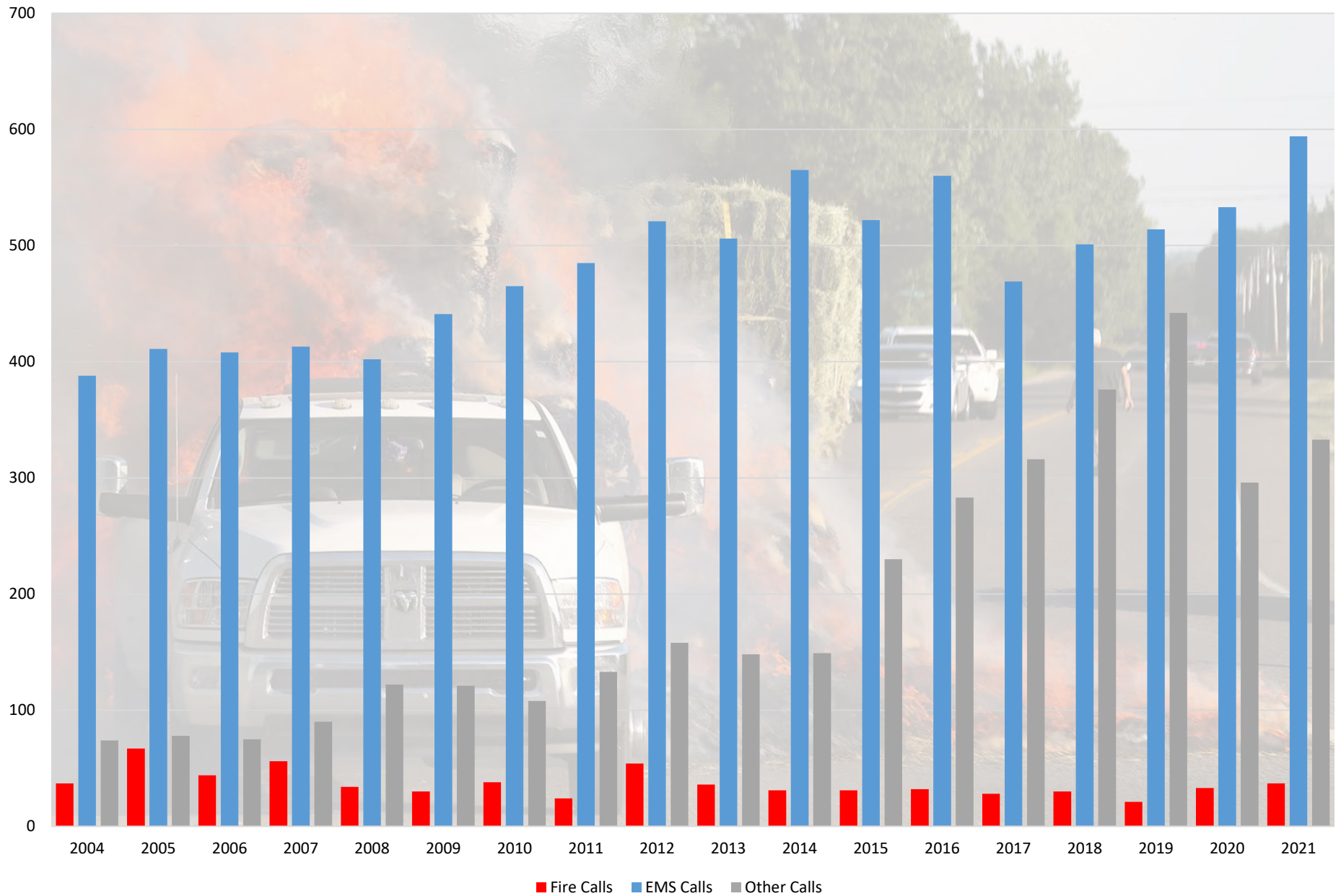
Call Volume Trends:

- 0% decrease in Fire Calls
- 93% increase in Total Calls
- 53% increase in Emergency Medical Service Calls
- 350% increase in Other Calls

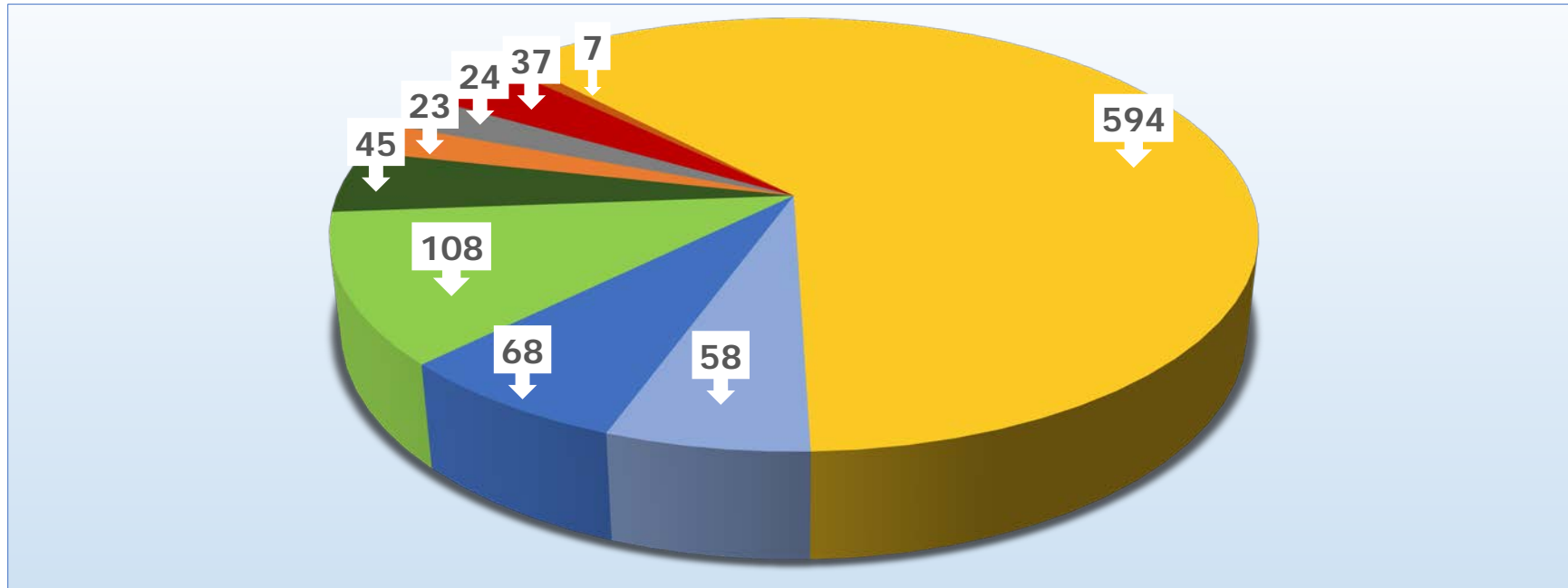











Year	Fire Calls	EMS Calls	Other Calls	Total Calls	Total Calls %
2004	37	388	74	499	—
2005	67	411	78	556	11.42
2006	44	408	75	527	-5.21
2007	56	413	90	559	6.07
2008	34	402	122	558	-0.17
2009	30	441	121	592	6.09
2010	38	465	108	611	3.20
2011	24	485	133	642	5.07
2012	54	521	158	733	14.17
2013	36	506	148	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
2019	21	514	442	977	7.70
2020	33	533	296	862	-11.80
2021	37	594	333	964	11.80

Type of Calls 2004-2021

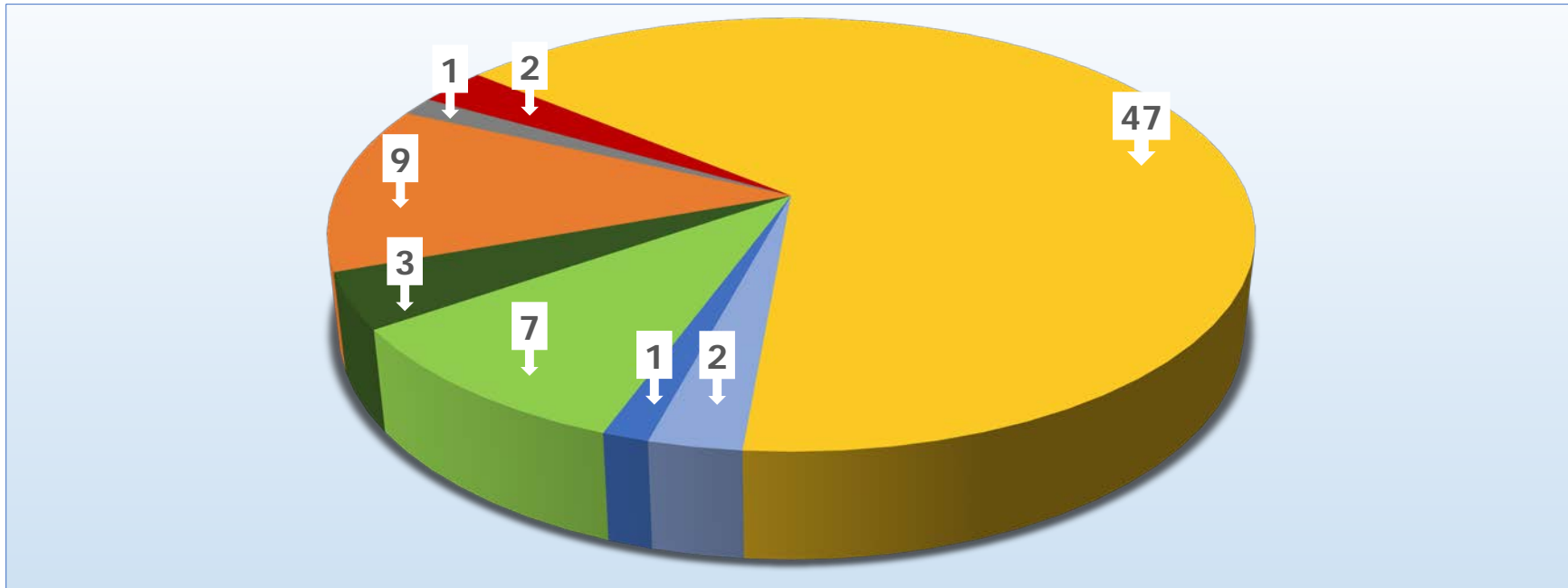











2021 Incidents by NFIRS Type



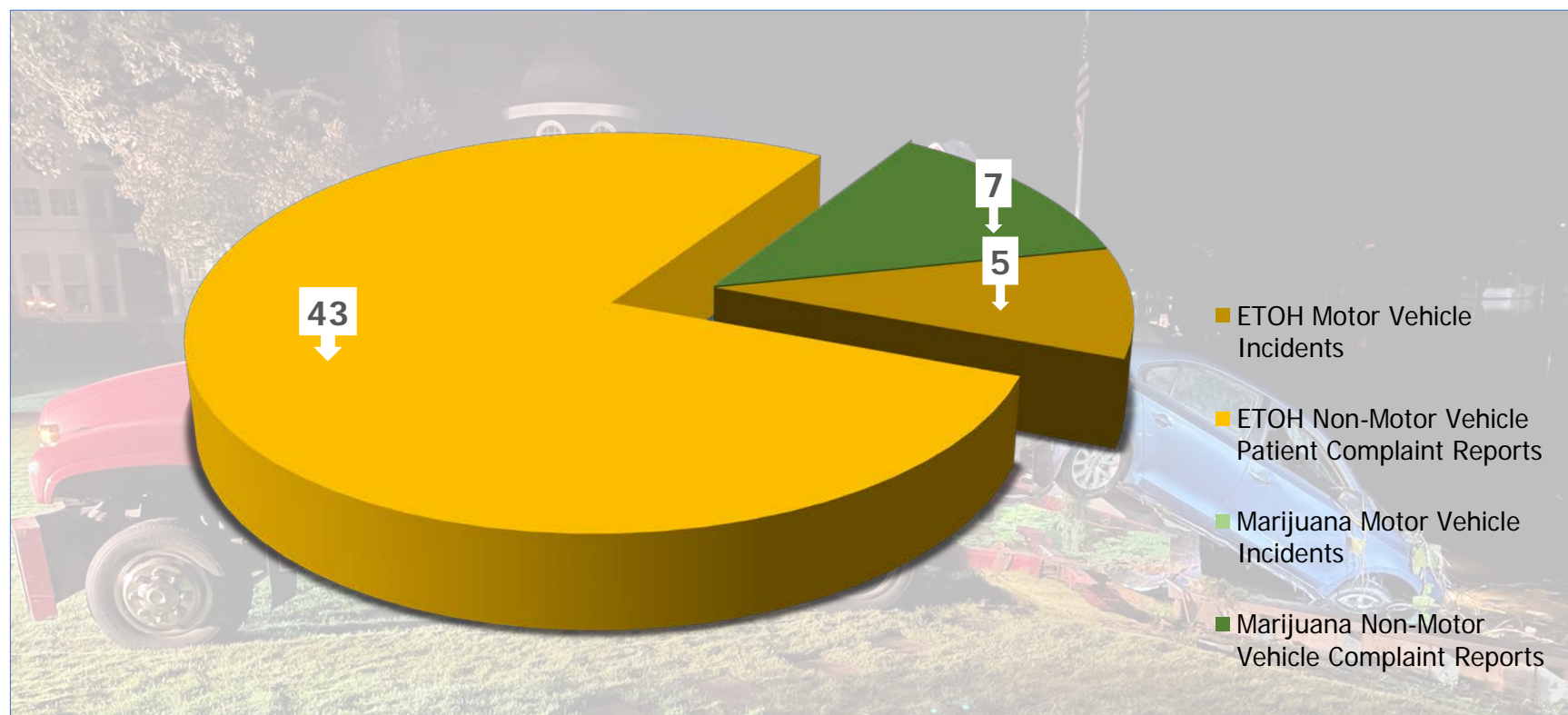
Type Of Incident:	Total Incidents:	Percentage Value:
 100s - All types of fire, structure, vehicle and wildland.	37	3.8%
 200s - Excessive heat, explosions and ruptured pipelines. No Fire.	7	0.7%
 300s - Medical assist, traffic accidents, water and ice rescues.	594	61.6%
 400s - Hazardous Conditions, gas leaks and carbon monoxide etc.	58	6.0%
 500s - Public service Calls. Water and smoke problems. Animal rescue.	68	7.1%
 600s - Cancelled calls, controlled burns and smoke investigation.	108	11.2%
 700s - False alarms. Smoke, heat and CO detector malfunctions.	45	4.7%
 800s - Severe weather, flooding, storm and lightning strike damage.	23	2.4%
 900s - Community participation and citizen concerns.	24	2.5%
Totals:	964	100.0%

December 2021 Incidents by NFIRS Type



Type Of Incident:	Total Incidents:	Percentage Value:
 100s - All types of fire, structure, vehicle and wildland.	2	2.8%
 200s - Excessive heat, explosions and ruptured pipelines. No Fire.	0	0.0%
 300s - Medical assist, traffic accidents, water and ice rescues.	47	65.3%
 400s - Hazardous Conditions, gas leaks and carbon monoxide etc.	2	2.8%
 500s - Public service Calls. Water and smoke problems. Animal rescue.	1	1.4%
 600s - Cancelled calls, controlled burns and smoke investigation.	7	9.7%
 700s - False alarms. Smoke, heat and CO detector malfunctions.	3	4.2%
 800s - Severe weather, flooding, storm and lightning strike damage.	9	12.5%
 900s - Community participation and citizen concerns.	1	1.4%
Totals:	72	100.0%

2021 YTD ETOH and Marijuana Related



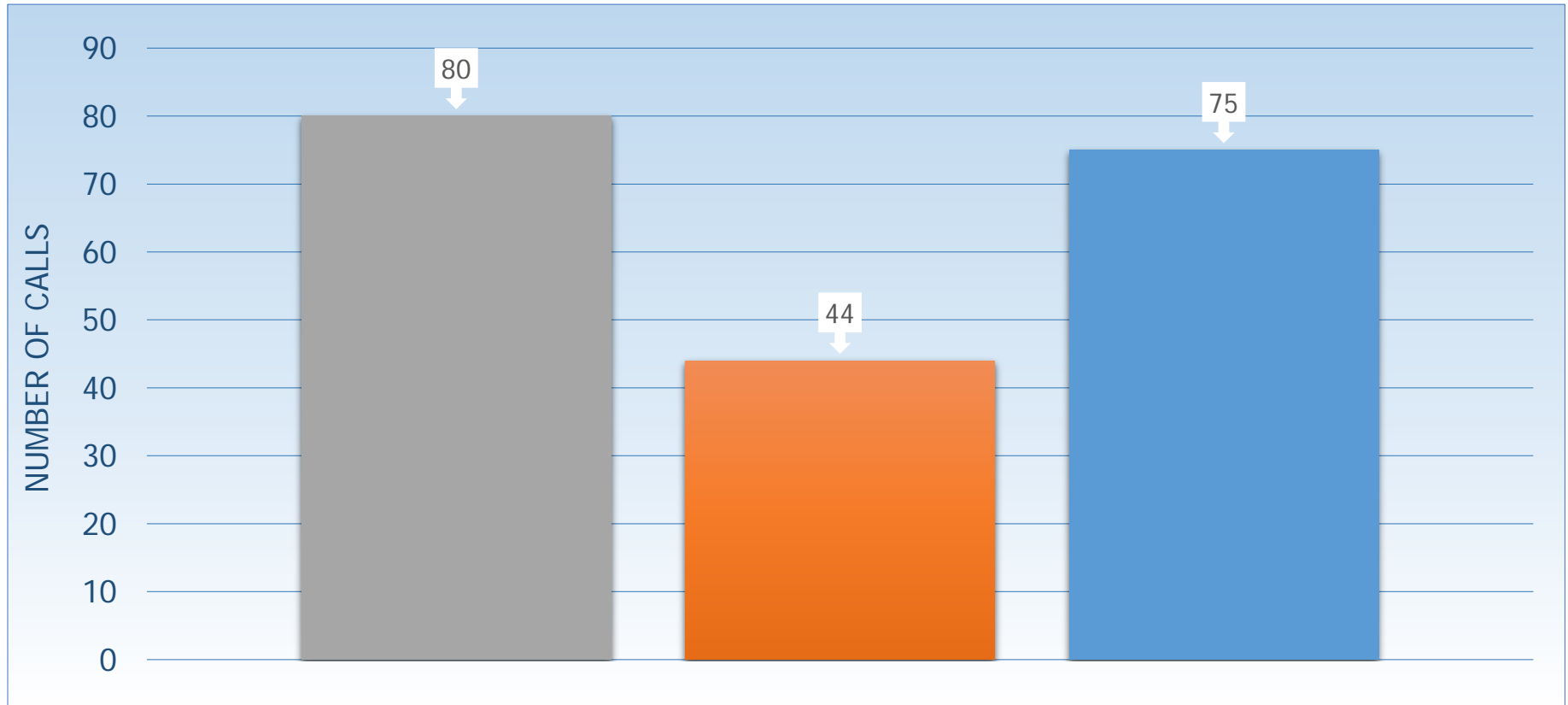
Type Of Incident:	Incidents:	Percentage:
01 ETOH Motor Vehicle Incidents	5	0.8%
02 ETOH Non-Motor Vehicle Patient Complaint Reports	43	7.2%
03 Marijuana Motor Vehicle Incidents	0	0.0%
04 Marijuana Non-Motor Vehicle Complaint Reports	7	1.2%
Total Impaired Complaints	55	9.2%
<i>All other EMS Complaints</i>	544	90.8%
<i>Total EMS Complaints</i>	599	100.0%

2018-2021 ETOH and Marijuana Related

ETOH		Marijuana		Totals		
ETOH Motor Vehicle Incidents	ETOH Non-Motor Vehicle Patient Complaint Reports	Marijuana Motor Vehicle Incidents	Marijuana Non-Motor Vehicle Complaint Reports	Annual Grand Total	Difference in Percent from Previous Year	Year
5	43	0	7	55	-5%	2021
2	47	2	7	58	0%	2020
2	55	0	1	58	-9%	2019
3	58	1	2	64	-	2018
Totals by Category						
12	203	3	17	235		

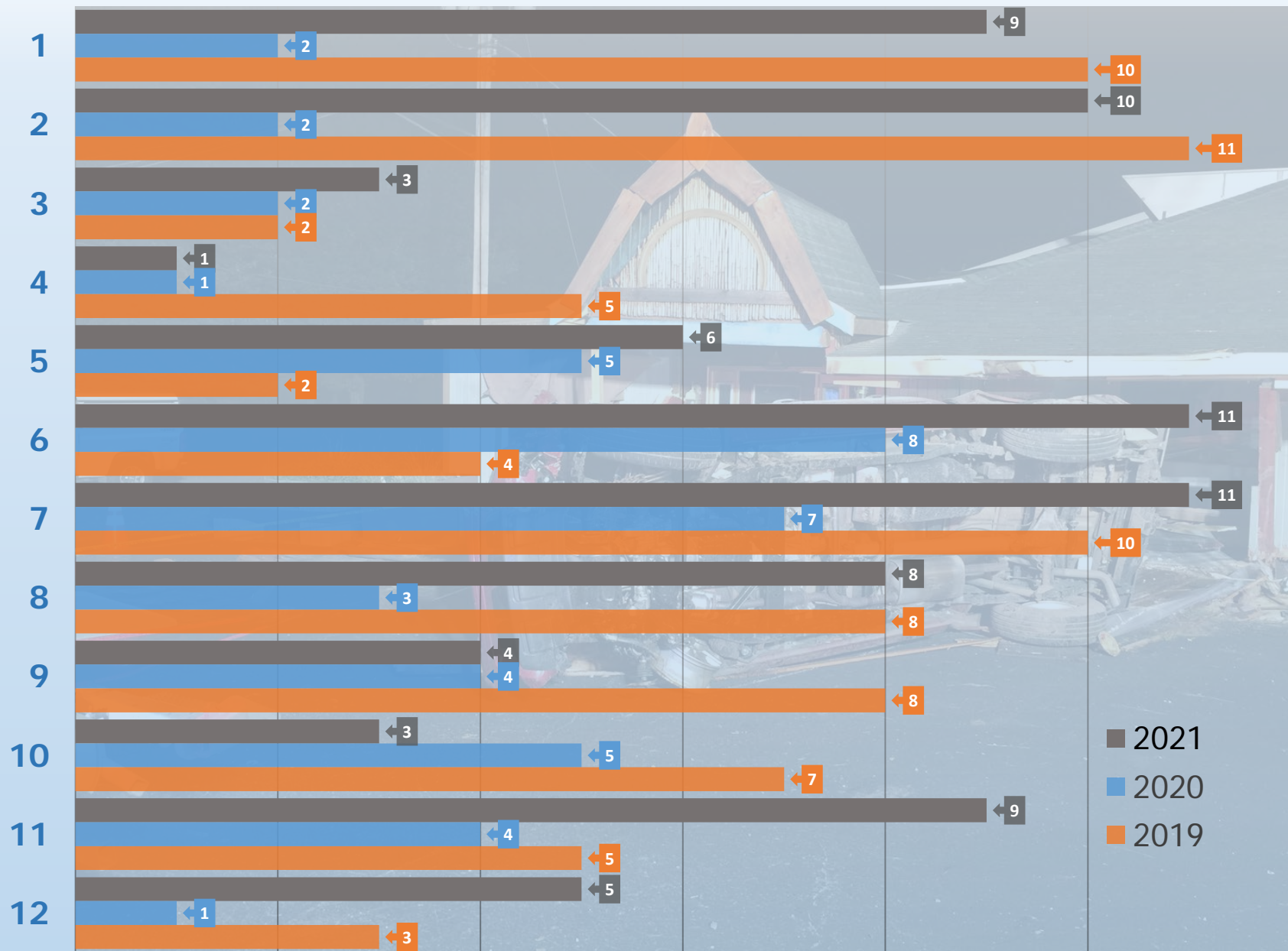
2019-2021 Motor Vehicle Incidents

[All incidents with any motorized vehicle involved in accidents, fires etc.]



As of:	# of Incidents	+/-	+/- %	Extrication	%
12/31/2021	80	36	81.82	3	3.8
12/31/2020	44	(31)	(41.33)	3	6.8
12/31/2019	75	11	21.15	3	4.0

MV Incidents by Month 2019-2021



2015-21 MVIs by month

YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2021	9	10	3	1	6	11	11	8	4	3	9	5	80
2020	2	2	2	1	5	8	7	3	4	5	4	1	44
2019	10	11	10	5	2	4	10	8	8	7	5	3	83
2018	9	5	4	5	9	5	7	6	6	0	1	7	64
2017	4	4	2	2	7	7	8	4	2	3	2	7	52
2016	15	8	3	13	4	8	16	4	0	2	5	11	89
2015	6	11	3	1	3	6	7	7	4	2	1	2	53

Average	8	7	4	4	5	7	9	6	4	3	4	5	68
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Lowest

Highest

2021 Vehicle Fires - Value and Loss

NFIRS Category	Call #	Date	Address	Year	Make	Model	VIN Check Value	State	Loss
Fire									
131	0113	02/21/2021	Gaslight Circle		VW	TD Wagon		Totaled	
-	-	-	-		Mazda	Sedan CX5		Totaled	
132	0342	06/04/2021	63rd and Blue Star		Dodge	3500		Totaled	
-	-	-	-		Trailer	5-wheel		Totaled	
131	0421	06/28/2021	I-196 @35 MM SB	2006	Subaru	Legacy 2.5i L	\$3,165	Totaled	\$3,165
131	0629	08/26/2021	I-196 @39 MM NB	2008	Chrysler	Aspen	\$2,950	Totaled	\$2,950
131	0758	10/10/2021	I-196 @38 MM SB		Toyota	Camry		Totaled	
131	0798	10/22/2021	Maple and Blue Star						
131	0819	11/02/2021	I-196 @ 36 MM NB	2003	Buick	Lucerne	\$2,000	Totaled	\$2,000
TOTAL							\$8,115		\$8,115

Cardiac Arrest Incidents 2014-2021 Totals

[Not including incidents of obvious deaths with no medical intervention]

LUCAS and I-Gel Deployment				Patient Condition					Total Incidents		
LUCAS Standby	LUCAS Deployed	I-Gel Standby	I-Gel Deployed	Pulse Detected	Patient deceased on scene	Patient transported	Patient deceased at hospital	Patient released from hospital	Year Grand Total	Percent from Previous Year	Year
4	8	4	8	4	8	4	4	0	15	36%	2021
2	9	2	1	4	7	4	4	0	11	57%	2020
1	6	-	-	4	3	4	3	1	7	600%	2019
0	1	-	-	0	1	0	0	0	1	-89%	2018
0	9	-	-	4	5	4	2	2	9	13%	2017
0	8	-	-	6	2	6	5	1	8	100%	2016
0	4	-	-	1	3	1	0	1	4	100%	2015
0	2	-	-	0	2	0	0	0	2	-	2014
Totals by Category											
7	47	6	9	23	31	23	18	5	57		8

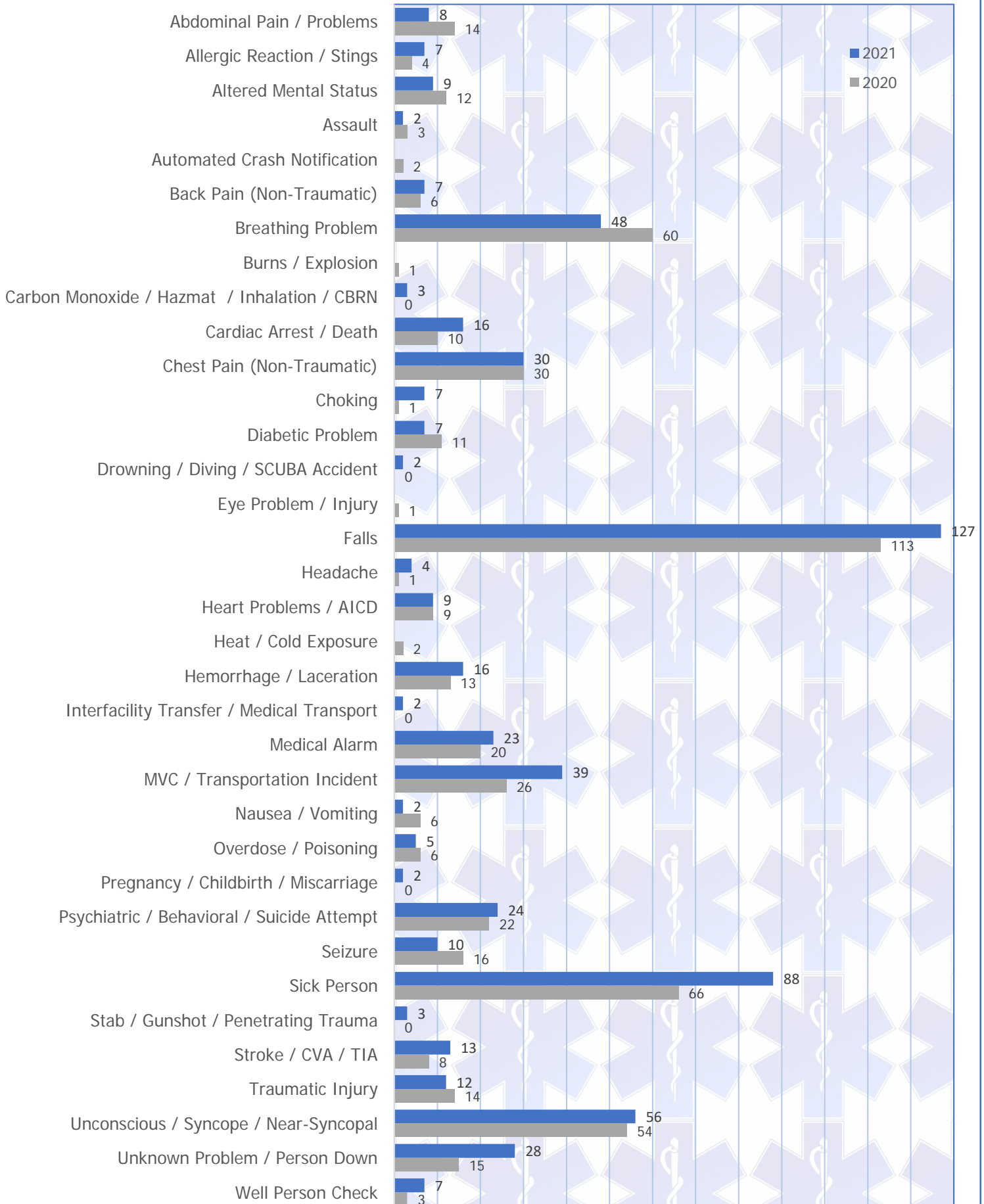
NEMSIS Report January 1, 2020-December 31, 2021

(National Emergency Medical Service Information System)

Incident Complaint Reported By Dispatch	Number of Patients 2021	Percent of Total Patients 2021	Number of Patients 2020	Percent of Total Patients 2020	Response Priority
Abdominal Pain / Problems	8	1.30%	14	2.55%	1
Allergic Reaction / Stings	7	1.14%	4	0.73%	1
Altered Mental Status	9	1.46%	12	2.19%	3
Assault	2	0.32%	3	0.55%	1
Automated Crash Notification			2	0.36%	3
Back Pain (Non-Traumatic)	7	1.14%	6	1.09%	3
Breathing Problem	48	7.79%	60	10.93%	1
Burns / Explosion			1	0.18%	1
Carbon Monoxide / Hazmat / Inhalation / CBRN	3	0.49%	0	0.00%	1
Cardiac Arrest / Death	16	2.60%	10	1.82%	1
Chest Pain (Non-Traumatic)	30	4.87%	30	5.46%	1
Choking	7	1.14%	1	0.18%	1
Diabetic Problem	7	1.14%	11	2.00%	1
Drowning / Diving / SCUBA Accident	2	0.32%	0	0.00%	1
Eye Problem / Injury			1	0.18%	3
Falls	127	20.62%	113	20.59%	3
Headache	4	0.65%	1	0.18%	3
Heart Problems / AICD	9	1.46%	9	1.64%	1
Heat / Cold Exposure			2	0.36%	1
Hemorrhage / Laceration	16	2.60%	13	2.37%	1
Interfacility Transfer / Medical Transport	2	0.32%	0	0.00%	3
Medical Alarm	23	3.73%	20	3.64%	1
MVC / Transportation Incident	39	6.33%	26	4.74%	1
Nausea / Vomiting	2	0.32%	6	1.09%	3
Overdose / Poisoning	5	0.81%	6	1.09%	1
Pregnancy / Childbirth / Miscarriage	2	0.32%	0	0.00%	1
Psychiatric / Behavioral / Suicide Attempt	24	3.90%	22	4.01%	1
Seizure	10	1.62%	16	2.91%	1
Sick Person	88	14.29%	66	12.03%	3
Stab / Gunshot / Penetrating Trauma	3	0.49%	0	0.00%	1
Stroke / CVA / TIA	13	2.11%	8	1.46%	1
Traumatic Injury	12	1.95%	14	2.55%	1
Unconscious / Syncope / Near-Syncopal	56	9.09%	54	9.84%	1
Unknown Problem / Person Down	28	4.55%	15	2.73%	1
Well Person Check	7	1.14%	3	0.55%	3
Totals EMS	616	100%	549	100%	
Totals All Calls	964	64%	862	64%	

EMS Calls - 2020-2021

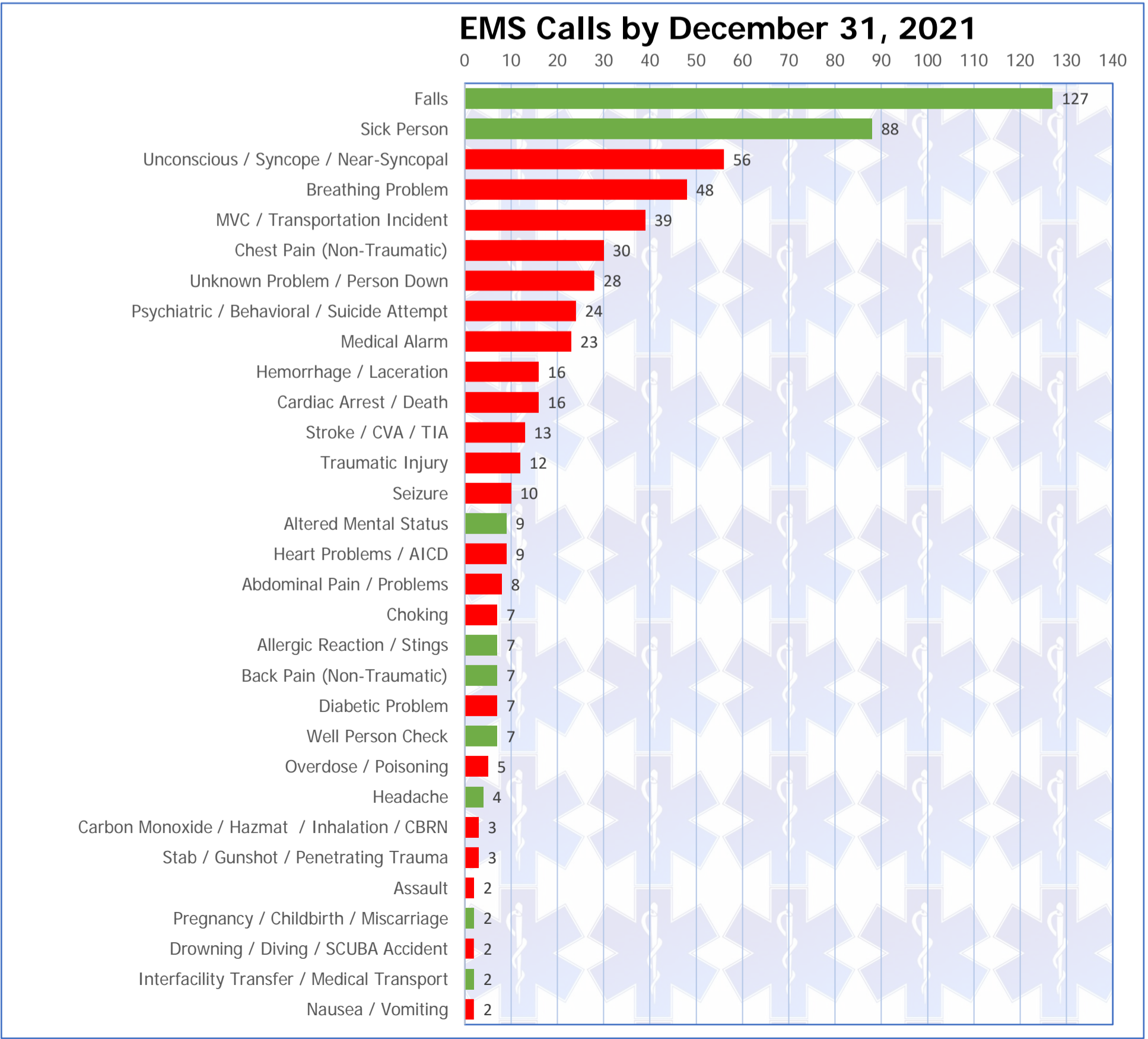
0 10 20 30 40 50 60 70 80 90 100 110 120 130



NEMSIS Report by December 31, 2021

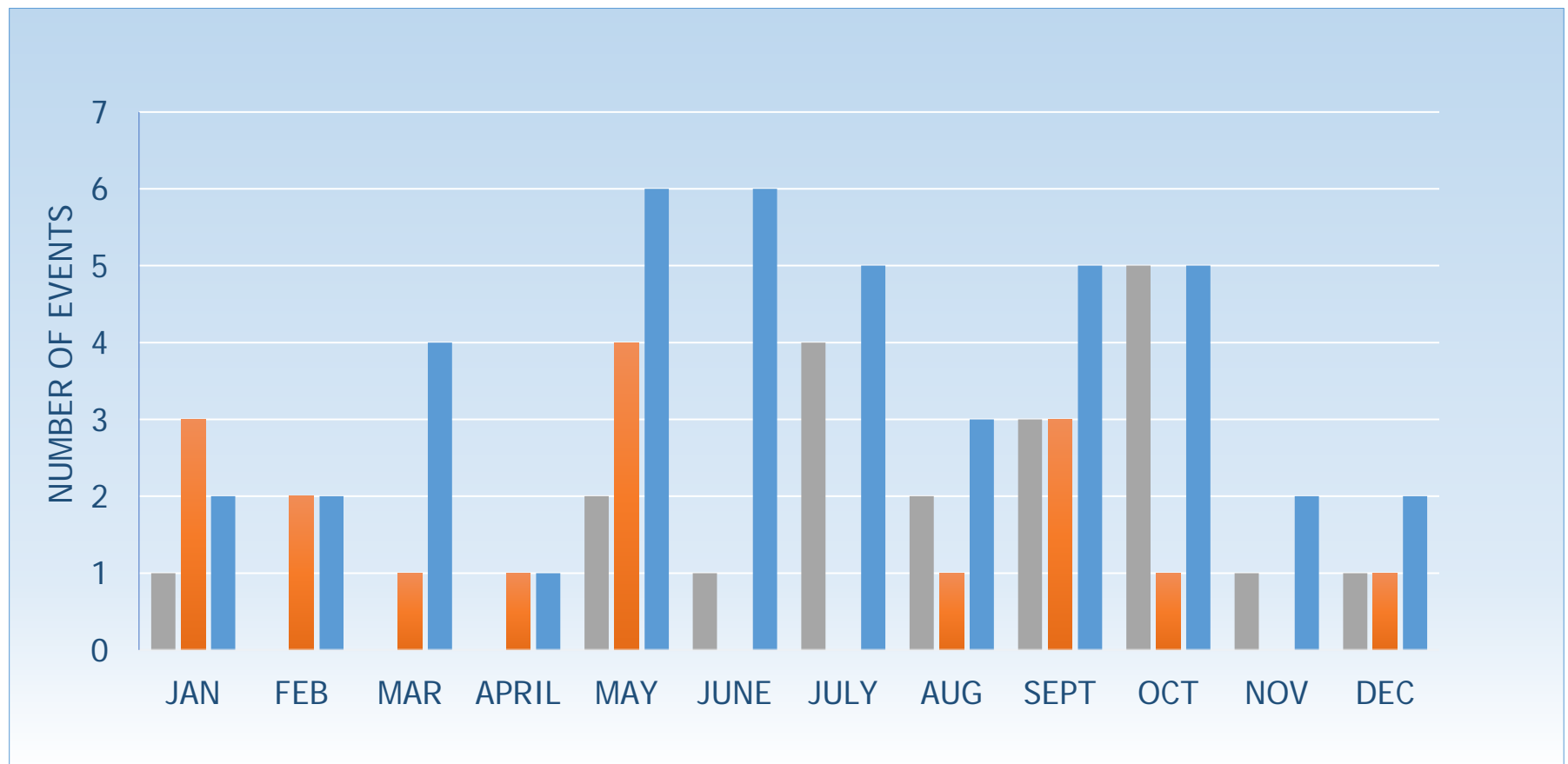
(National Emergency Medical Service Information System)

Incident Complaint Reported By Dispatch	Number of Patients 2021	Percent of Total Runs 2021	Response Priority
Falls	127	20.62%	3
Sick Person	88	14.29%	3
Unconscious / Syncope / Near-Syncopal	56	9.09%	1
Breathing Problem	48	7.79%	1
MVC / Transportation Incident	39	6.33%	1
Chest Pain (Non-Traumatic)	30	4.87%	1
Unknown Problem / Person Down	28	4.55%	1
Psychiatric / Behavioral / Suicide Attempt	24	3.90%	1
Medical Alarm	23	3.73%	1
Hemorrhage / Laceration	16	2.60%	1
Cardiac Arrest / Death	16	2.60%	1
Stroke / CVA / TIA	13	2.11%	1
Traumatic Injury	12	1.95%	1
Seizure	10	1.62%	1
Altered Mental Status	9	1.46%	3
Heart Problems / AICD	9	1.46%	1
Abdominal Pain / Problems	8	1.30%	1
Choking	7	1.14%	1
Allergic Reaction / Stings	7	1.14%	3
Back Pain (Non-Traumatic)	7	1.14%	3
Diabetic Problem	7	1.14%	1
Well Person Check	7	1.14%	3
Overdose / Poisoning	5	0.81%	1
Headache	4	0.65%	3
Carbon Monoxide / Hazmat / Inhalation / CBRN	3	0.49%	1
Stab / Gunshot / Penetrating Trauma	3	0.49%	1
Assault	2	0.32%	1
Pregnancy / Childbirth / Miscarriage	2	0.32%	3
Drowning / Diving / SCUBA Accident	2	0.32%	1
Interfacility Transfer / Medical Transport	2	0.32%	3
Nausea / Vomiting	2	0.32%	3
Totals EMS	616	100%	
Totals All Calls	964	64%	



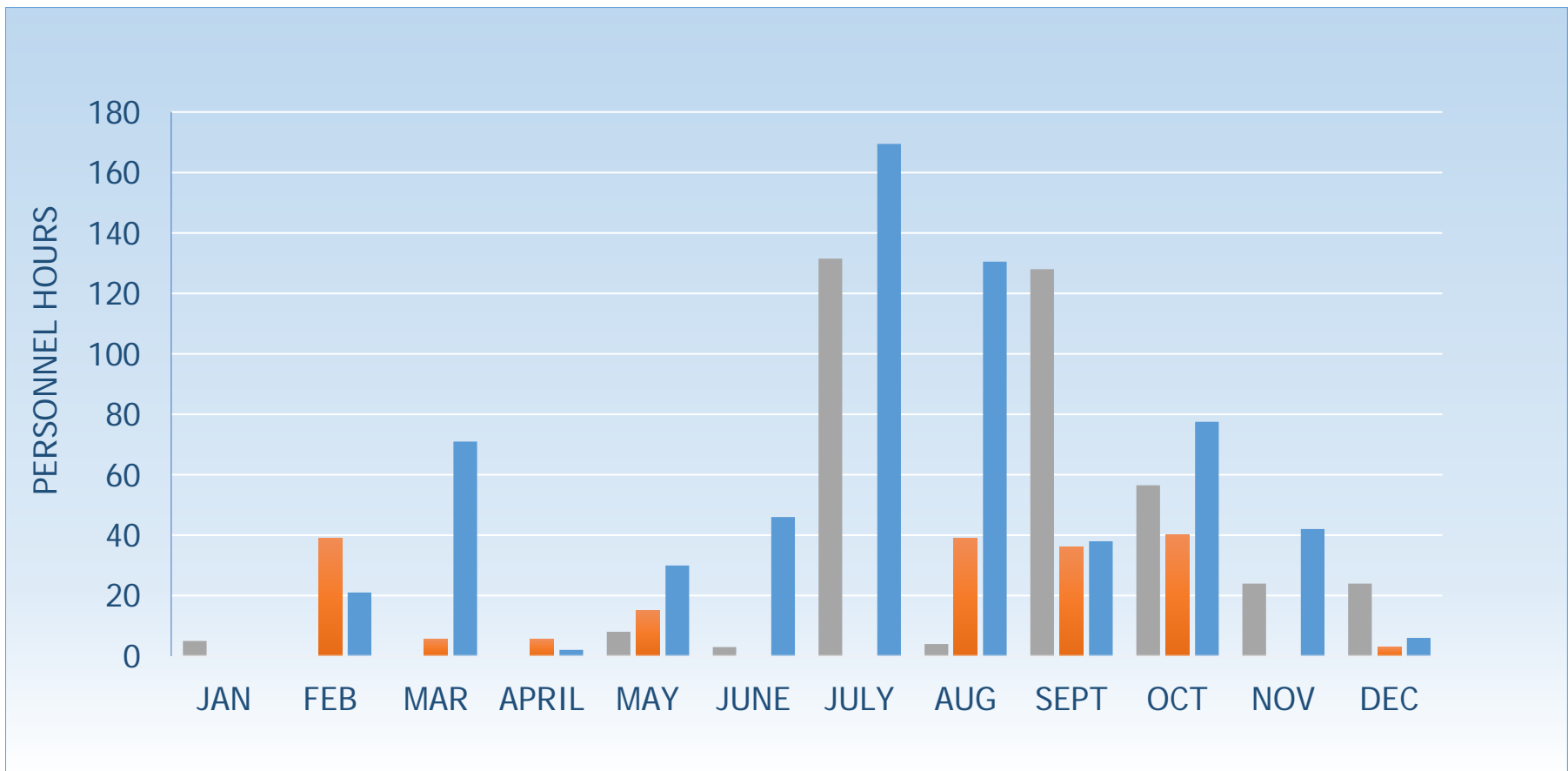
2019-2021 Special Events by month

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2021	1	0	0	0	2	1	4	2	3	5	1	1	20
2020	3	2	1	1	4	0	0	1	3	1	0	1	17
2019	2	2	4	1	6	6	5	3	5	5	2	2	43



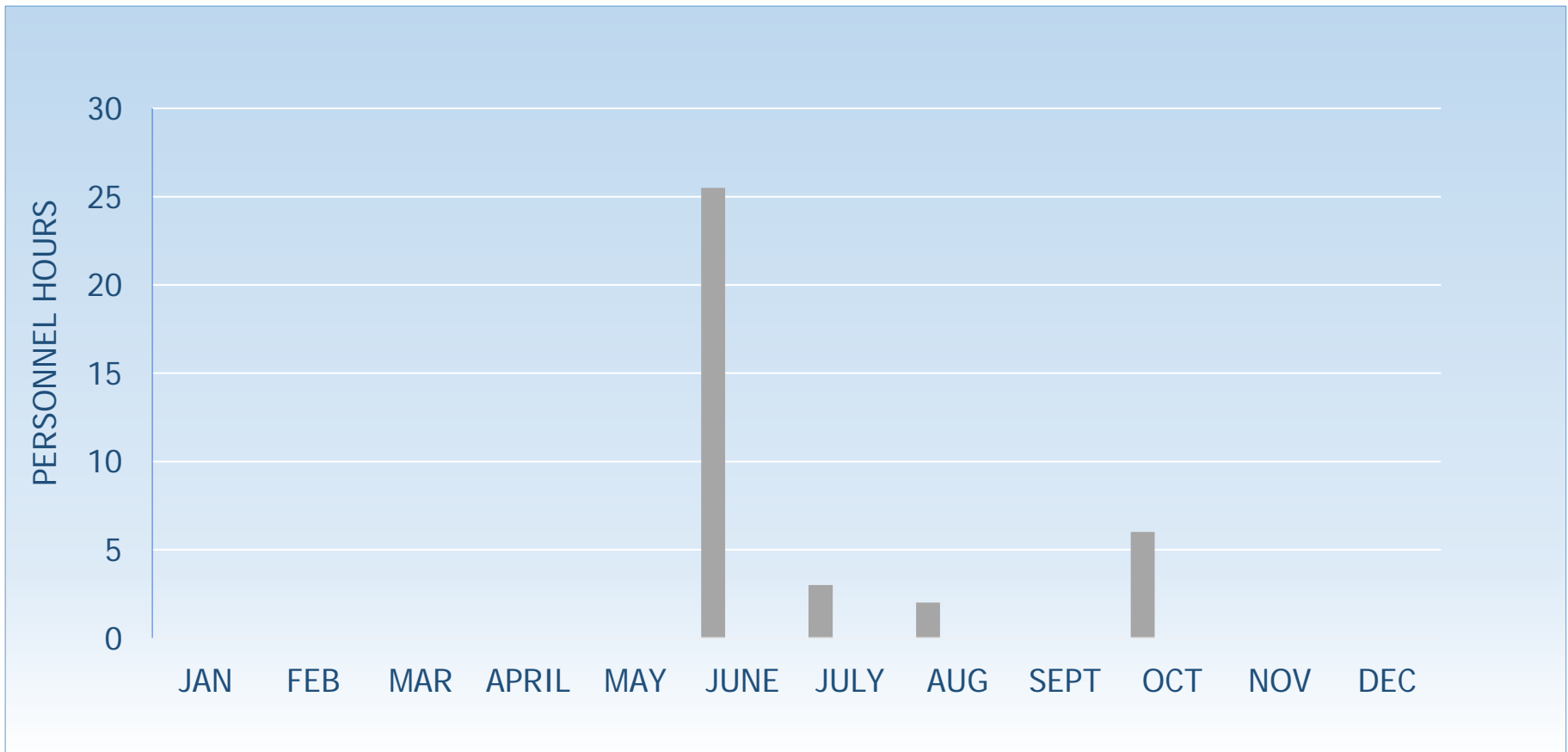
2019-2021 Special Events Personnel Hours

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2021	5	0	0	0	8	3	132	4	128	57	24	24	384
2020	0	39	6	6	15	0	0	39	36	40	0	3	183
2019	0	21	71	2	30	46	170	131	38	78	42	6	634



2019-2021 Special Events Preparation Hours

Year	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Total
2021	0	0	0	0	0	26	3	2	0	6	0		37
2020	0	0	0	0	0	0	0	0	0	0	0	0	0
2019	0	0	0	0	0	0	0	0	0	0	0	0	0

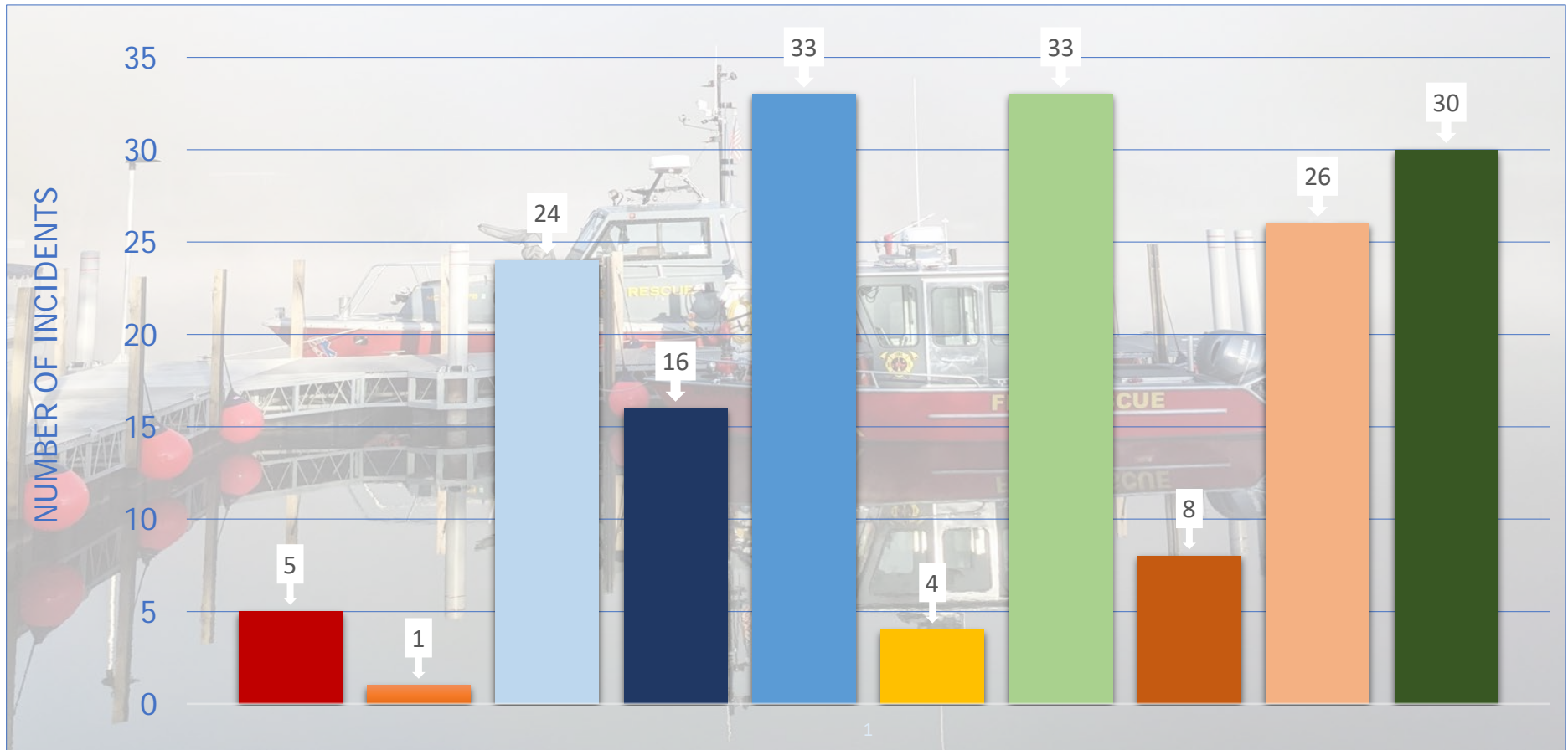


2021 Marine Responses



Boat Fire	0	Hazards	2	Totals as of: 10/31/2021
Fire (On shore)	1	Events	2	25
Water Rescue	4	Dive Training	0	
Missing Person	3	Training	5	
Boat in Distress	5	Work Detail	3	

2011-2021 Marine Responses

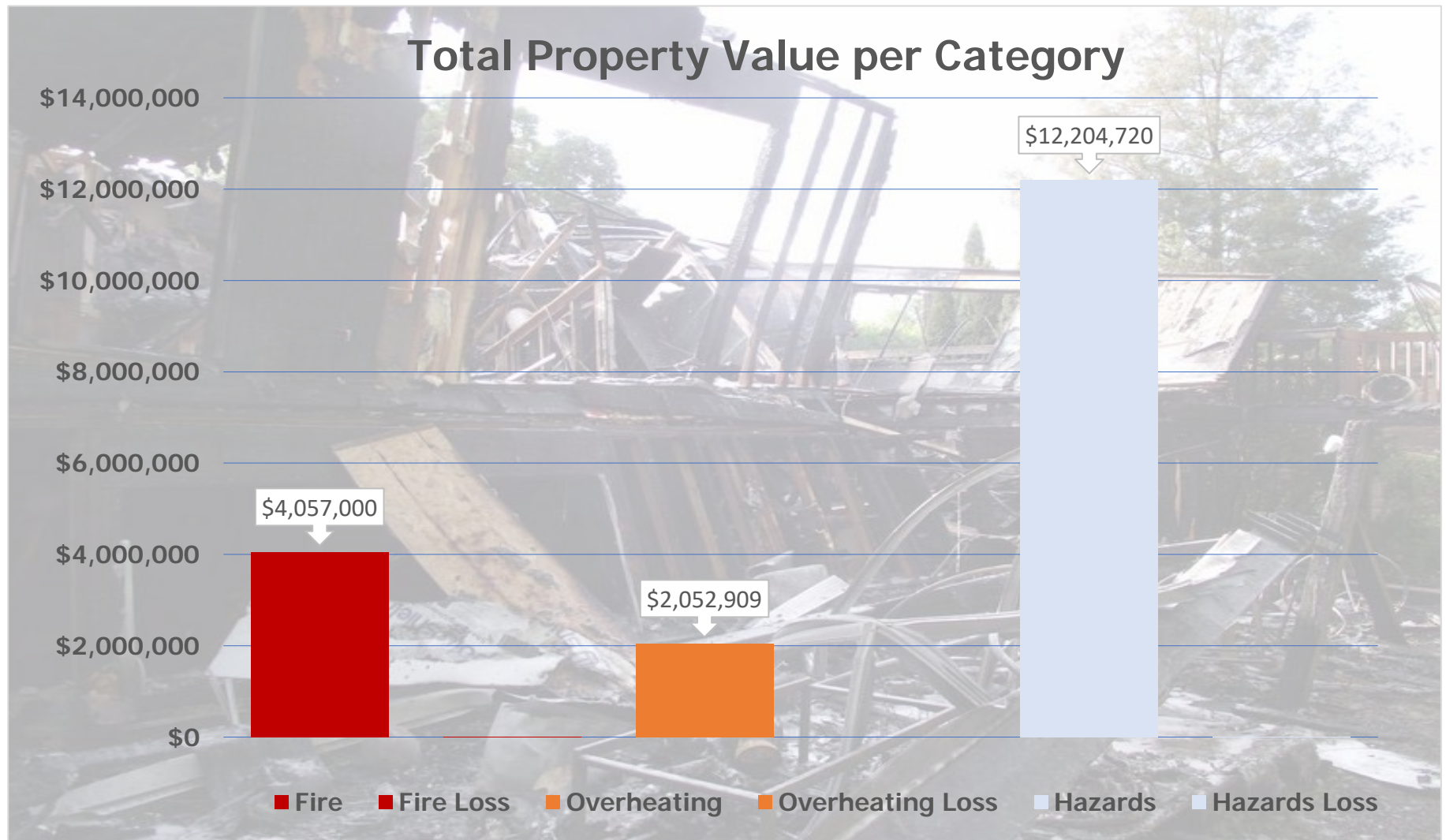


Boat Fire	5	Hazards	4	2011-2021 Totals
Fire (On shore)	1	Events	33	180
Water Rescue	24	Dive Training	8	
Missing Person	16	Training	26	
Boat in Distress	33	Work Detail	30	

2011-2021 - List of Totals

Emergencies							Non-Emergencies					Totals		
Boat Fires	Fires (On Shore)	Water Rescues	Missing Persons	Boats in Distress	Hazards	Total	Events	Dive Training ACSO	Training	Work Details	Total	Year Grand Total	Percent from Previous Year	Year
0	1	4	3	5	2		2	0	5	3		25	32%	2021
1	0	3	1	8	2		1	0	1	2		19	46%	2020
0	0	0	0	2	0		4	1	2	4		13	-35%	2019
0	0	2	4	5	0		3	1	3	2		20	-13%	2018
1	0	5	1	3	0		4	0	2	7		23	53%	2017
3	0	1	1	1	0		4	0	3	2		15	36%	2016
0	0	3	0	1	0		3	0	2	2		11	10%	2015
0	0	0	0	1	0		3	2	2	2		10	-9%	2014
0	0	0	0	2	0		3	2	2	2		11	-27%	2013
0	0	4	0	2	0		3	2	2	2		15	-17%	2012
0	0	2	6	3	0		3	0	2	2		18	-	2011
Totals by Category														
5	1	24	16	33	4	83	33	8	26	30	97	180		11

2021 Protected Property Value



2021 Protected Property Value

NFIRS Category	Call #	Date	Address	Zillow Market Value	Loss
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Fire

161	210369	06/13/2021	Water Street	\$4,057,000	\$1,000
			TOTAL	\$4,057,000	\$1,000

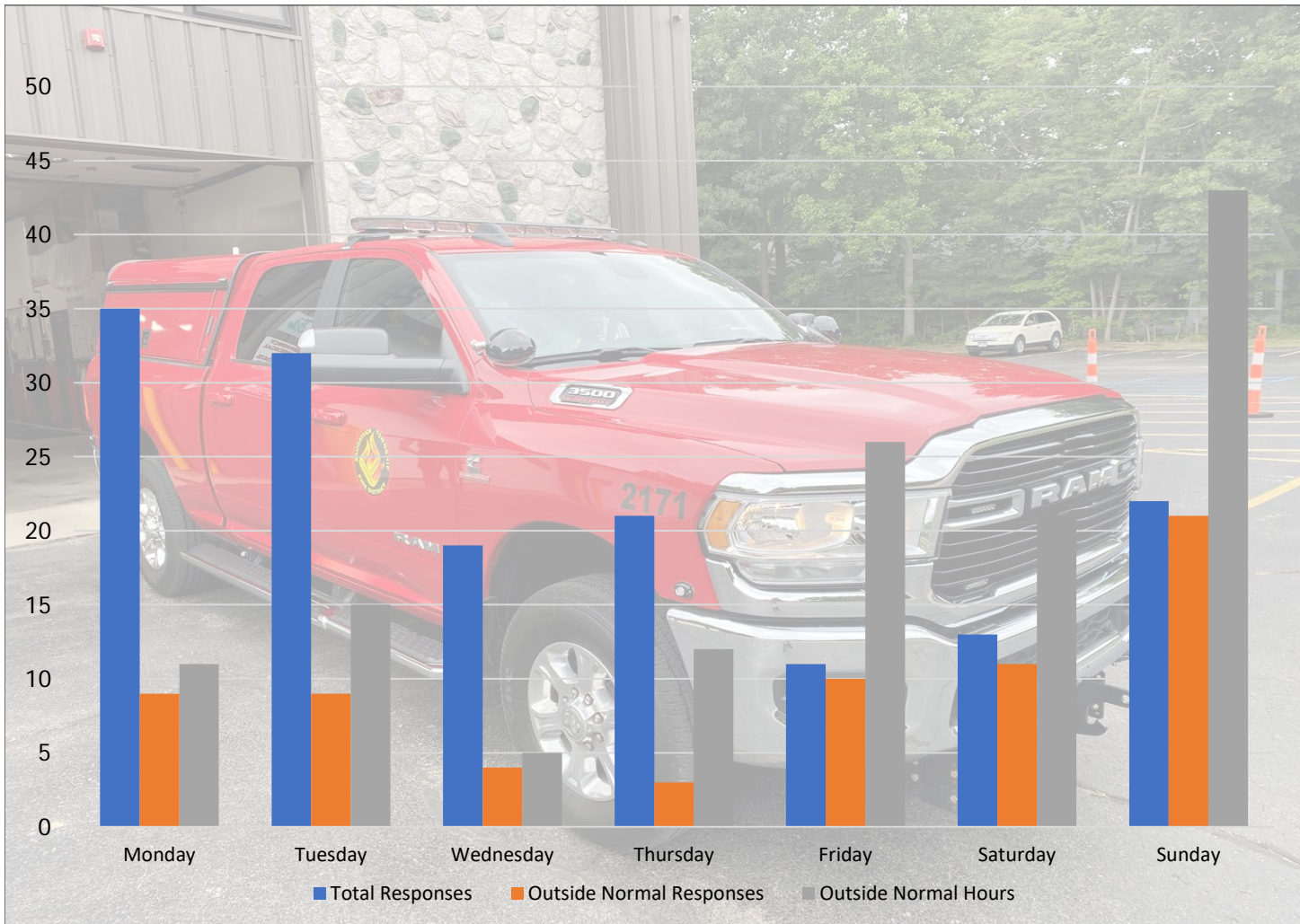
Overpressure Explosion, Overheat - No Fire

251	210184	03/30/2021	Lakeshore Drive	\$2,052,909	\$0
			TOTAL	\$2,052,909	\$0

Hazardous Conditions - No Fire

412	210019	01/07/2021	Elizabeth Street	\$418,233	\$0
412	210094	02/14/2021	Sandra Lane	\$248,287	\$0
412	210101	02/14/2021	Maple Lane	\$75,000	\$0
412	210260	05/07/2021	Culver Block Total	\$9,957,000	\$0
441	210354	06/08/2021	Hoffman Street/Water Street	\$1,001,200	\$500
412	210467	07/11/2021	Center Street	\$505,000	\$5,000
412	210507	07/22/2021	Center Street		\$1,000
			TOTAL	\$12,204,720	\$6,500

Chief Janik's Response 2021



Normal Hours:
Monday-Thursday 6AM-5PM

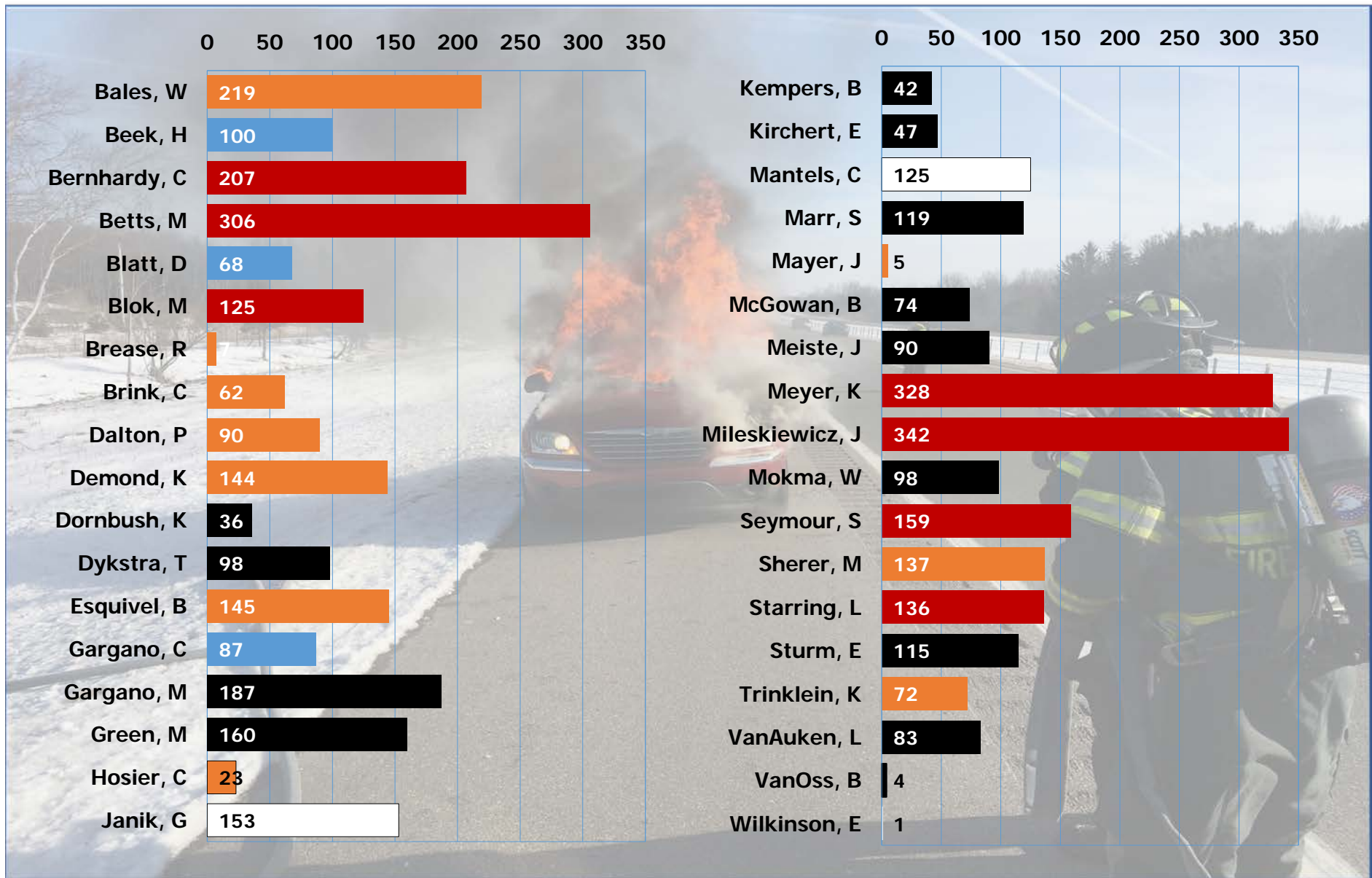
Total Responses:
All calls during the week.

Outside Normal Responses:
Number of calls between the hours of 5PM to 6AM, Monday thru Thursday and Thursday 5PM to Monday 6AM.

Outside Normal Hours:
Total accrued hours according to above schedule.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Total Responses	35	32	19	21	11	13	22	153
Outside Normal Responses	9	9	4	3	10	11	21	67
Outside Normal Hours	11	15	5	12	26	21	43	133

2021 Personnel Response to Incidents



Total Incidents: 964

Chiefs

Officers

Firefighters

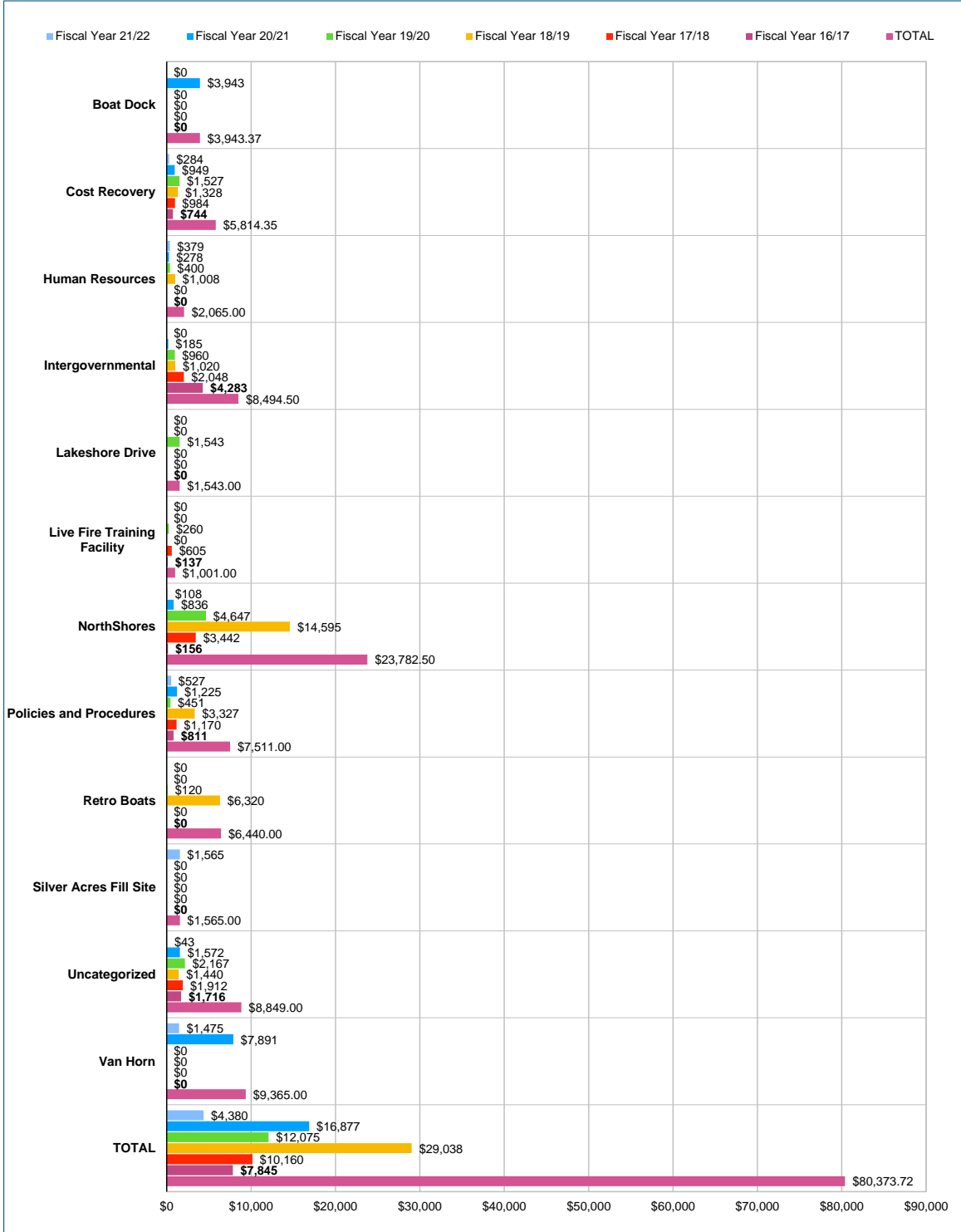
EMS

Probationary

Legal Bill Totals - Category/Fiscal Year

Item #9C

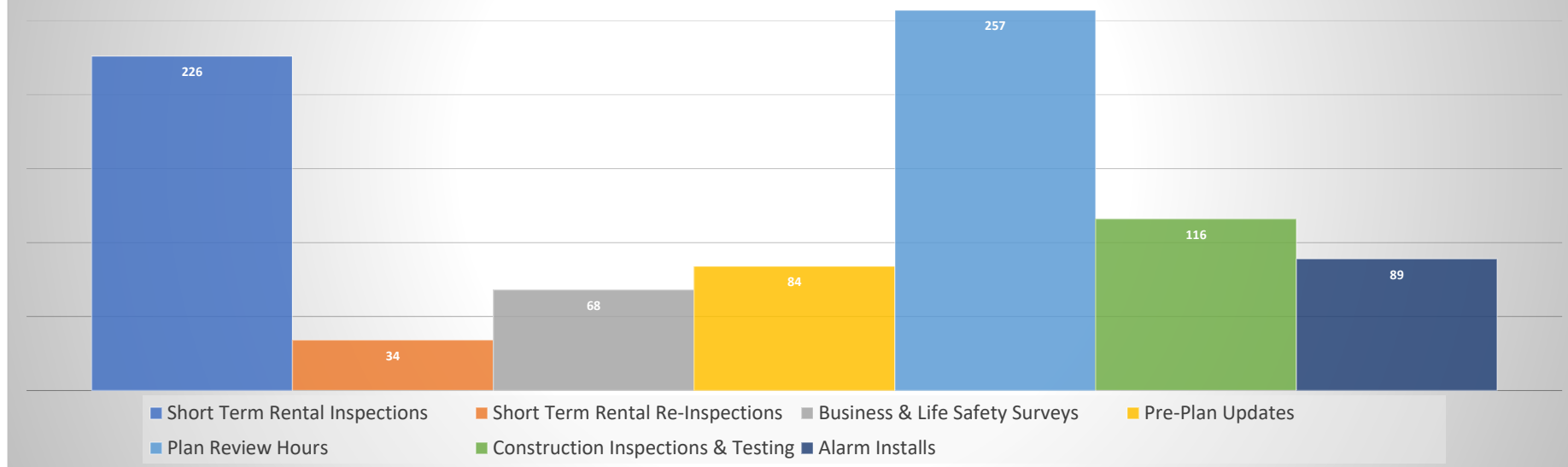
	Fiscal Year 21/22	Fiscal Year 20/21	Fiscal Year 19/20	Fiscal Year 18/19	Fiscal Year 17/18	Fiscal Year 16/17	TOTAL
Boat Dock	\$0.00	\$3,943.37	\$0.00	\$0.00	\$0.00	\$0.00	\$3,943.37
Cost Recovery	\$283.50	\$949.00	\$1,526.50	\$1,327.85	\$984.00	\$743.50	\$5,814.35
Human Resources	\$379.00	\$278.00	\$400.00	\$1,008.00	\$0.00	\$0.00	\$2,065.00
Intergovernmental	\$0.00	\$184.50	\$960.00	\$1,020.00	\$2,047.50	\$4,282.50	\$8,494.50
Lakeshore Drive	\$0.00	\$0.00	\$1,543.00	\$0.00	\$0.00	\$0.00	\$1,543.00
Live Fire Training Facility	\$0.00	\$0.00	\$260.00	\$0.00	\$604.50	\$136.50	\$1,001.00
NorthShores	\$107.50	\$835.50	\$4,647.00	\$14,595.00	\$3,441.50	\$156.00	\$23,782.50
Policies and Procedures	\$527.00	\$1,225.00	\$451.00	\$3,327.00	\$1,170.00	\$811.00	\$7,511.00
Retro Boats	\$0.00	\$0.00	\$120.00	\$6,320.00	\$0.00	\$0.00	\$6,440.00
Silver Acres Fill Site	\$1,565.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,565.00
Uncategorized	\$43.00	\$1,571.50	\$2,167.00	\$1,440.00	\$1,912.00	\$1,715.50	\$8,849.00
Van Horn	\$1,474.50	\$7,890.50	\$0.00	\$0.00	\$0.00	\$0.00	\$9,365.00
TOTAL	\$4,379.50	\$16,877.37	\$12,074.50	\$29,037.85	\$10,159.50	\$7,845.00	\$80,373.72



Department of Fire Prevention

Year-End Report to Fire Board

January to December 2021



MICHIGAN FATAL FIRE STATISTICS

2021

Item #9D2

107 PEOPLE died in **94 FIRES**

↓ 12%
DECREASE
in **deaths**
compared to 2020

↓ 7%
DECREASE
in **fires**
compared to 2020



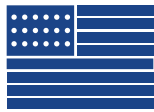
11 MULTI-FATAL FIRES
resulting in **24** deaths



only **40%** of homes were reported as having **working smoke alarms**



30%
of victims were reported as disabled



7%
of victims were reported to be veterans

REPORTED HOME VALUES

as compared to Michigan's \$150,000 median value



54% OF HOMES
with fatal fires
valued below

31% OF HOMES
with fatal fires
valued above

15%

APARTMENTS/
COMMERCIAL



GENDER

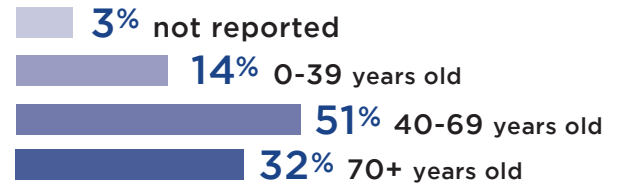


68%
MALE

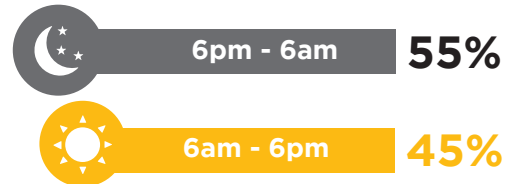


32%
FEMALE

AGE



TIME



DAYS

Most fatal fires occurred on
Saturday & Sunday

TOP 3 FATAL FIRE CAUSES



SMOKING



HEATING



COOKING

(These numbers reflect only the reported fires.)

TOP 3 AREAS OF ORIGIN



LIVING ROOM



BEDROOM



KITCHEN

(These numbers reflect only the reported fires.)



Test smoke
alarms every month

SMOKE ALARMS SAVE LIVES!

Put one on **EVERY LEVEL** in **EVERY BEDROOM**



Change batteries **EVERY YEAR OR WHEN IT CHIRPS** and replace every **TEN YEARS**





SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township

Item #10A



MEMO

To: Saugatuck Township Fire District Fire Board

From: Greg Janik, Fire Chief

Meeting Date: January 17th, 2022

Subject: Request to Approve Indemnification and Hold Harmless Agreement

DESCRIPTION

- In January of 2021, Tyler and Josiline Bowdish filed litigation against the Township based upon denial of a building permit to construct a residential home. Denial was based on the application did not satisfy section 507.1 of the 2015 Edition of the International Fire Code ("IFC"), which requires that any development structure in the Township have access to an "approved water supply" for firefighting.
- To resolve the litigation, the Township and Bowdish entered into a Settlement Agreement ("Agreement") and Consent Judgement in which they agreed to establish a special assessment district to construct an eight-inch (8") dead-end watermain with seven (7) hydrants serving the development along a portion of 66th Street from Holland Street to 135th Ave adjacent to development.
- Because the Bowdish Settlement provides for modifications to the requirements of the IFC contrary to Saugatuck Township Fire Districts (STFD) position, STFD has asked the Township to indemnify and hold it harmless for any claims that may be brought against STFD relating to compromises provided therein or any waivers or modifications the Township granted to the IFC.
- The Township has agreed to do so to move forward with the Bowdish Settlement and approved the Indemnification and Hold Harmless Agreement.
- Essentially, the Agreement retains the indemnification pledge of the Township until a fully functioning watermain loop is in place or until the Fire Code Official determines that the fire flows are sufficient to meet IFC requirements.

LEGAL REVIEW

- Yes

BUDGET ACTION REQUIRED

- None

RECOMMENDATION:

- Chief Greg Janik recommends approval of the Indemnification and Hold Harmless Agreement

SAMPLE MOTION

I _____ motion to approve/deny the Indemnification and Hold Harmless Agreement as presented and authorizing the Fire Board Chair to sign the Agreement on behalf of Saugatuck Township Fire District. I _____ 2nd the Motion. (Roll Call Vote)

INDEMNIFICATION AND HOLD HARM HARMLESS AGREEMENT

This Indemnification and Hold Harmless Agreement ("Agreement") is made on this day of _____, 2021, by and between SAUGATUCK TOWNSHIP, a Michigan municipal corporation, whose address is 3461 Blue Star Hwy., PO Box 100, Saugatuck, MI 49453 (the "Township") and the SAUGATUCK TOWNSHIP FIRE DISTRICT, a Michigan joint fire board, whose address is 3342 Blue Star Hwy., Saugatuck, MI 49453 (the "STFD").

RECITALS

A. In January of 2021, Tyler and Josiline Bowdish (collectively "Bowdish") filed litigation against the Township based upon the Township's denial of a building permit to construct a residential home. The STFD is not a party to that litigation.

B. As required by ordinance, the STFD had reviewed the Bowdish application for a building permit and determined that the application did not satisfy section 507.1 of the 2015 Edition of the International Fire Code ("IFC"), which requires that any occupied structure in the Township have access to an "approved water supply" for firefighting.

C. To resolve the litigation, the Township and Bowdish entered into a Settlement Agreement and Consent Judgment (collectively, the "Bowdish Settlement") in which they agreed that a special assessment district would be put in place to construct an eight-inch (8") dead-end watermain with seven (7) hydrants (the "Project") along the portion of 66th Street from Holland Street to 135th Street adjacent to the property described on the attached Exhibit A (the "Property") comprised of 16 parcels.

D. The Bowdish Settlement provides that building permits may be issued for certain types of structures during the pendency of the Project and following its completion even if the as-built fire flow from the hydrants is lower than what Appendix B of the IFC requires.

E. Because the Bowdish Settlement provides for modifications to the requirements of the IFC contrary to the STFD's position otherwise, STFD has asked the Township to indemnify and hold it harmless for any claims that may be brought against the STFD relating to the compromises provided therein or any waivers or modifications the Township granted to the IFC. The Township has agreed to do so in order to move forward with the Bowdish Settlement.

NOW, THEREFORE, for the consideration as stated herein, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

1. The Recitals above are affirmed as accurate and are hereby incorporated and made a part of this Agreement.

2. The Township shall defend, indemnify, and hold the STFD, its board, employees, volunteers, consultants, and attorneys harmless from and against any claims, demands, actions, damages, injuries, costs, or expenses, of any nature whatsoever, whether to person or property, fixed or contingent, known or unknown, including costs, expenses, and attorney fees incurred by the STFD arising out of or in any way connected with the waiver of any provisions of the IFC with respect to the development of the Property, the design or functionality of the Project, the fire

flow from the hydrants constructed, the design or functionality of the loop to be constructed to 135th Street, or any other issue or matter related in any way to the compromises made in the Bowdish Settlement.

3. This Agreement shall terminate, without further action of the parties, at such time as either of the following occurs: (1) the Township installs a functioning loop of the watermain constructed as part of the Project with the existing watermain on 135th Street, which the parties acknowledge will result in significantly higher fire flows; or (2) after all 16 parcels have been developed and issued certificates of occupancy, the Township submits to the STFD engineer-certified fire flow test results which the Fire Code Official interprets as establishing that the fire flows from the 7 fire hydrants fully comply with the requirements in Appendix B of the IFC with respect to all structures constructed on the 16 parcels.

4. The Township warrants that it has the legal authority to execute this Agreement and bind the Township to its terms and conditions, to the extent its terms and conditions are permitted by law. The Township further warrants that this Agreement was approved by the Township Board in accordance with the law.

5. The parties acknowledge and agree that the Township's pledges and commitments as set forth herein were an inducement to the STFD upon which the STFD has relied.

6. Invalidation of any provision of this Agreement by judgment or court order shall in no way affect the validity of any other provision, which shall remain in full force and effect.

(Signatures to follow)

SAUGATUCK TOWNSHIP,
A Michigan municipal corporation

By: Cindy Osman
Its: Supervisor

By: Abby Bigford
Its: Clerk

ACKNOWLEDGEMENT

STATE OF MICHIGAN)
) ss
COUNTY OF ALLEGAN)

The foregoing Agreement was acknowledged before me by Cindy Osman and Abby Bigford, the duly authorized Supervisor and Clerk, on the ____ day of _____, 2021.

Notary Public
Allegan County, Michigan
Acting in _____ County, Michigan
My Commission Expires:_____

(Signatures continued on next page)

SAUGATUCK TOWNSHIP FIRE DISTRICT

By: Jane Verplank
Its: Board Chair

ACKNOWLEDGEMENT

STATE OF MICHIGAN)
) ss
COUNTY OF ALLEGAN)

The foregoing Agreement was acknowledged before me by Jane Verplank, the duly authorized Chair of the Fire Board, on the ____ day of _____, 2021.

Notary Public
Allegan County, Michigan
Acting in _____ County, Michigan
My Commission Expires:_____



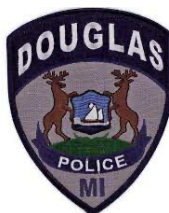
New Public-Safety Measures for Parades

PARADE SECURITY
AD HOC STUDY GROUP

INTERIM DRAFT REPORT

JANUARY 2022

SAUGATUCK TOWNSHIP FIRE DISTRICT
ALLEGAN COUNTY SHERIFF'S OFFICE
DOUGLAS POLICE DEPARTMENT

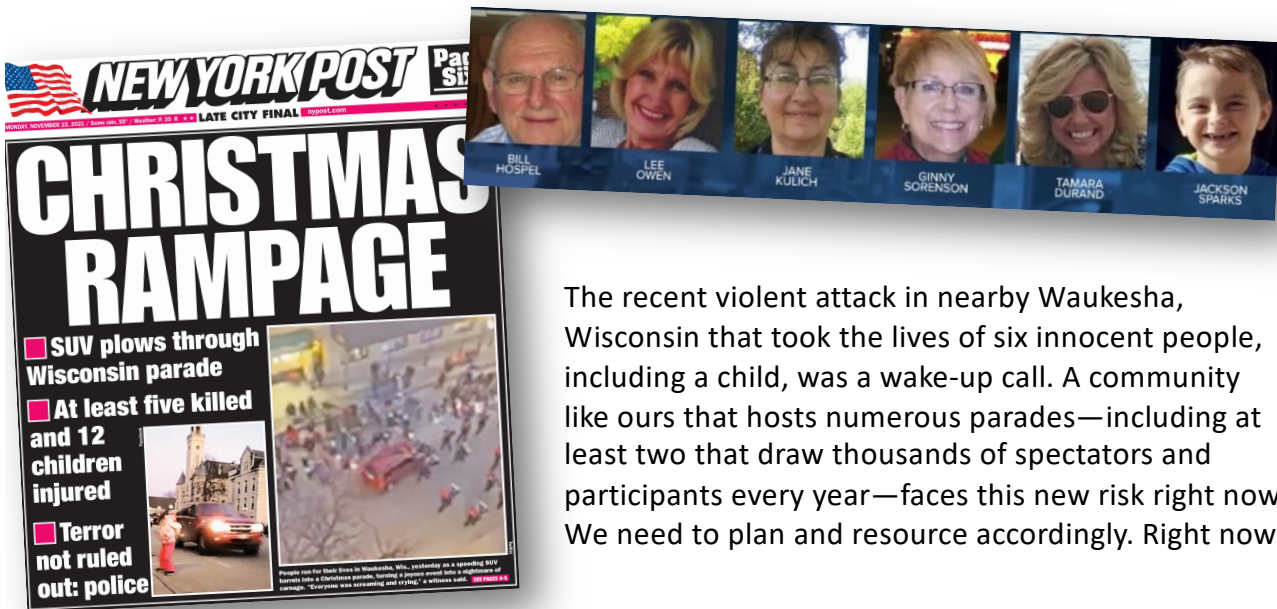


1. Background:

Joyful Celebrations, Sad But Real Risks

Unfortunately, threats to public safety evolve. At places and events that once seemed perfectly safe, the public can now face real, and potentially horrific risk.

As those responsible for protecting the public and reducing risks in our community, representatives of the Saugatuck Township Fire District, Douglas Police Department, and Allegan County Sheriff's Office formed an ad hoc group to address the newest real and present danger to public safety in our area, namely violence targeted toward innocent citizens attending parades.



The recent violent attack in nearby Waukesha, Wisconsin that took the lives of six innocent people, including a child, was a wake-up call. A community like ours that hosts numerous parades—including at least two that draw thousands of spectators and participants every year—faces this new risk right now. We need to plan and resource accordingly. Right now.

Our three public-safety organizations already prepare for a host of threats including crimes, fires, automobile accidents, and the like. As a community, we invest in the people, training, and equipment to mitigate and, if necessary, respond to such emergencies. This report presents our new plans and procedures related to the new threat at parades. In our advisory role to the permitting jurisdictions, the goal is to protect the public, reduce the risk, and avoid the need to have to answer any "You were warned, so you should've done something sooner" recriminations later.



2. Risk-Mitigation Consultation

All parades are not equal. Most importantly for the purposes of this report, they vary in the size of the crowds they draw. Specifically, the Fourth of July parades and the Halloween parade in Douglas stand out as the community's largest such events ("A" parades), and therefore pose the most significant risks. To properly plan for and allocate resources responsibly, the public-safety organizations will offer an upfront, parade-planning risk-mitigation-consultation (RMC) meeting for each parade with the purpose of informing the jurisdiction's permitting decision. The meeting would take place 5 weeks prior to the proposed parade and would include, at minimum, representatives of the STFD, the police authorities responsible for the particular jurisdiction, representatives of the local government (including Public Works personnel), parade organizers, and others as appropriate.

The following is a list of considerations and resources to be addressed at the Risk-Mitigation Consultation (RMC) pre-parade meeting:

- Proposed parade route and expected size, with special attention paid to shortening routes (and so reducing risk and expense), especially for smaller ("B") parades.
- Parade timing with the aim of beginning any daytime parade no later than 10am and concluding no later than noon.
- Assessment of the need for, and locations of, "access-blocking" equipment and personnel (to include both public-safety resources as well as jurisdiction resources such as DPW equipment and personnel) and any additional resources contributed by parade organizers. Specific details on which entity is responsible for what personnel and equipment will be developed and agreed upon.
- For "A" parades, a plan to notice and re-locate parked cars from the parade route to reduce threat and control parade crowds.
- Specific commitments on related safety issues, e.g., organizers' responsibility to advise every participant of rules including: no candy-throwing, no operators exiting vehicles during the parade, requirement to maintain close distance between parade vehicles with no gaps, etc.

The meeting would result in a written report to the jurisdiction documenting agreements reached, resources committed, and responsibilities clearly specified.



3. Resources and Responsibilities

In addition to sufficient and cooperative upfront planning (the RMC effort), properly reducing risks to parade goers calls for the employment of additional equipment and personnel resources beyond those available from the public-safety entities (whose manpower and equipment can be required to suddenly depart a parade area for some other emergency). Fortunately, equipment and operators are available within the community (as shown below) that can and should be drawn upon for intersection-blocking, short-term parade duties. In some cases, these resources are available in only one jurisdiction but could be cooperatively utilized by another.

Two jurisdictions already maintain fleets of DPW vehicles capable of blocking streets. The same is true of KLSWA.



Douglas already maintains and stores a large quantity of crowd-control barricades employed on only one occasion each year.

Police and fire-service vehicles are also available with the caveats that, in the case of the police, they will likely already be engaged in parade-security; and in the case of the fire-service, as mentioned above, they are subject to being called to depart any parade duty in response to another emergency.

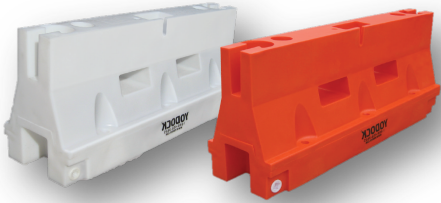


The Saugatuck Public Schools maintain a fleet of school buses (few if any of which are used during normal parade hours). They are ideally suited to route-blocking.



Resources and Responsibilities (cont'd)

Also available (to a limited extent currently) are passive street-blocking options as shown and briefly described here:



Plastic “Jersey-barrier-design” water-filled, interlockable barriers. Light and easily movable when empty, these barriers require 90 seconds to fill and 3 minutes to empty. Cost (est. \$3-500 each) could be defrayed by seeking sponsorships from local businesses and the public. Likely 2-3 units required to block a street. (6 units currently on loan to STFD from Allegan County.)



Traditional and proven-effective concrete Jersey barriers. While a number of these are already in DPW inventories, they are also very heavy and require a forklift or front-end loader to transport and emplace.



Archer 1200 vehicle barriers. Fabricated from 800 pounds of steel, these new barriers use the striking-vehicle’s own momentum to immobilize it.

For more information, search “Archer 1200 Barrier” on YouTube.



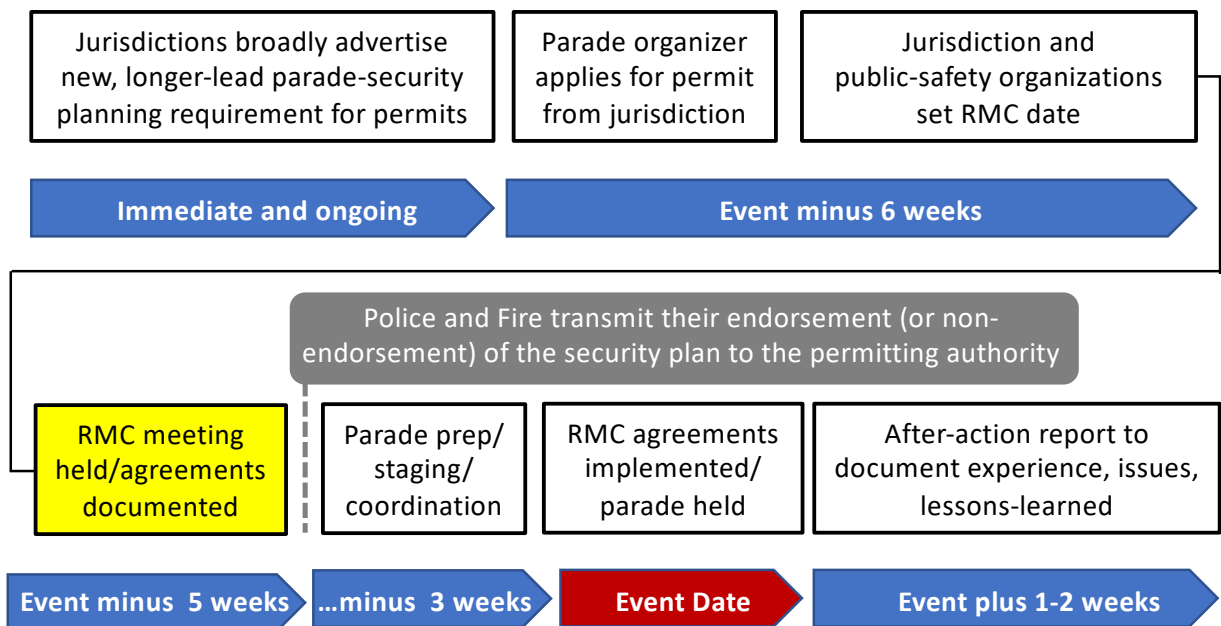
Planning and employing any blocking-device strategy requires understanding the human resources and time necessary. This demands planning and active coordination. A key part of the RMC meeting will be specifying and documenting who does what when, as well as how any above the norm expense (including overtime employee compensation) will be funded.



4. New Process & Timing

Executing a properly planned and resourced parade-public-safety effort has another key requirement, namely time. Upfront, that means added time to allow for the Risk Mitigation Consultation (RMC) meeting and possible follow-up meetings. On the day of the parade, added time is required to properly stage and emplace (and remove) the security devices and personnel.

The schematic below shows the process flow and approximate timing:



The public-safety organizations do not issue parade permits; that authority belongs exclusively to the jurisdiction governments.

Reiterating the first point on the above schematic: to avoid confusion and frustration, jurisdictions should make every effort to alert prior and likely parade-permit applicants of the new procedures and expanded timetable, rather than simply wait for permit applications to arrive at the jurisdiction.



5. Summary

While the sort of effort, expense, and time commitment outlined here is certainly called for by recent events, none of us likes it. That said, while we may all wish for simpler, less dangerous times, behaving as though no such risks exist would betray our collective duty to our tax-paying constituencies. As a result, we stand committed to the course of action outlined herein and will do whatever we can to support the jurisdictions' responsibility in this regard to their citizens and area visitors.

Drafted January 6, 2022

THE PARADE-SECURITY AD HOC COMMITTEE

Greg Janik, Chief
Saugatuck Township Fire District

Steve Kent, Chief
Douglas Police Department

Brett Ensfield, Lieutenant
Allegan County Sheriff's Office

Mike Betts, Captain
Saugatuck Township Fire District

Jane Verplank, Chair
Saugatuck Township Fire District Board

Dan Fox, Secretary
Saugatuck Township Fire District Board



November 2, 2021

Allegan County Road Commission
1308 Lincoln Road
Allegan, MI 49010

Attn: Mr. Craig Atwood, P.E.

Re: Traffic Analysis
Blue Star Highway at Old Allegan Road and Lake Street

HRC Job No. 20210784

Dear Mr. Atwood:

At your request, Hubbell, Roth & Clark, Inc. (HRC) has prepared a Traffic Analysis for two intersections on Blue Star Highway. The intersections are in the City of Saugatuck and Saugatuck Township, Allegan County.

The Study Intersections include:

- ≡ Blue Star Highway at Lake Street (City of Saugatuck)
- ≡ Blue Star Highway at Old Allegan Road (Saugatuck Township)

As part of the study, HRC has completed the following tasks for each intersection:

- ≡ Collected 24-hour turning movements counts at the study intersections and reviewed traffic volumes
 - HRC reviewed traffic volumes to determine if Blue Star Highway volumes were higher due to active construction on I-196, per the RFP.
- ≡ Conducted a Signal Warrant Analysis
- ≡ Conducted a crash analysis over a 5-year period
- ≡ Analyzed intersections for multi-modal traffic uses
- ≡ Summarized analysis in letter report to provide recommendations

Study Area

The study area includes two intersections: Blue Star Highway at Lake Street and Blue Star Highway at Old Allegan Road.

Blue Star Highway

- ≡ Allegan County Road (A-2)
- ≡ Classified as a minor arterial
- ≡ 2-lane undivided highway with auxiliary left turn lanes
- ≡ Speed limit:
 - Signed at 35 mph at Lake Street
 - Signed at 50 mph at Old Allegan Road

Lake Street

- ≡ Classified as a local road
- ≡ Signed at 25 mph.
- ≡ One right turn lane, one left turn lane, and one receiving lane
- ≡ Stop controlled on SB approach to Blue Star Highway

Bloomfield Hills
555 Hulet Drive
Bloomfield Hills,
MI 48302
248-454-6300

Delhi Township
2101 Aurelius Rd.
Ste. 2A
Holt, MI 48842
517-694-7760

Detroit
535 Griswold Street
Buhl Building
Suite 1650
Detroit, MI 48226-3698

Howell
105 W. Grand River
Howell, MI 48843
517-552-9199

Jackson
401 S. Mechanic St.
Suite B
Jackson, MI 49201
517-292-1295

Kalamazoo
834 King Highway
Suite 107
Kalamazoo, MI 49001
269-665-2005

Lansing
215 S. Washington SQ
Suite D
Lansing, MI 48933
517-292-1488

Old Allegan Road

- ≡ Classified as a local road west of Blue Star Highway, minor collector east of Blue Star Highway
- ≡ Speed limit:
 - Signed at 25 mph west of Blue Star Highway
 - Signed at 45 east of Blue Star Highway
- ≡ Both approaches to intersection have one left, thru, right lane, and one receiving lane
- ≡ Stop controlled on the EB and WB approaches to Blue Star Highway

The two study intersections are shown within a map of the study area in **Figure 1**.



Figure 1. Map of Study Area

Non-motorized Traffic Characteristics

Blue Star Highway at Lake Street

Non-motorized facilities at this intersection are characterized by facilities for bicyclists and pedestrians. A sidewalk exists on the north side of the west leg of Blue Star Highway leading to the west side of Lake Street. This path provides a connection between the cities of Douglas and Saugatuck. There is no pedestrian facility to facilitate travel along Blue Star Highway east of this intersection.

A westbound conventional bike lane is signed to begin on the east leg of this intersection. The eastbound conventional bike lane is signed to end on the east leg of the intersection, as the shoulder tapers to an inadequate width. The EB and WB bike lanes continue along Blue Star Hwy west of the intersection across the bridge over the Kalamazoo River. Ultimately, both bike lanes converge to a two-way separated bike lane as part of the Blue Star Trail.

Blue Star Highway at Old Allegan Road

There are facilities for non-motorized users at this intersection. A sidewalk exists on the north side of the west leg of Old Allegan Road. The sidewalk terminates approx. 65 ft. west of the intersection at a shared used path heading north along the west side of the north leg of Blue Star Highway, part of the Blue Star Trail. There are no pedestrian facilities at other legs of this intersection. There is an existing concrete sidewalk ramp and concrete pad across Old Allegan Road from the terminus of the sidewalk/shared use path. This may be employed for a future extension of the Blue Star Trail. There are no dedicated bicycle facilities, however, the shoulders are 8-10 ft. wide in this location.

US Bike Route 35 and Blue Star Trail

Currently, two designated non-motorized facilities exist along Blue Star Highway near or within the study intersections. US Bike Route (BR) 35 is routed through Douglas and Saugatuck as it travels from New Buffalo to Sault Ste. Marie. BR 35 travels along Blue Star Highway then turns north to Lake Street. Ultimately, BR 35 rejoins Blue Star Highway north of Old Allegan Road at Washington Road.

The Blue Star Trail is part of a plan to connect communities in Allegan County and surrounding counties using non-motorized facilities. The shared-use path on the north side of Old Allegan Road and Blue Star Highway, along with the two-way bike lane and shared use path south of the bridge over the Kalamazoo River are portions of the currently built Blue Star Trail. Friends of the Blue Star Trail indicate FY 2021 plans to connect the two previously described sections. Additionally, FY 2020 plans indicate a trail connection for the Old Allegan shared use path to BR 35 on the north side of the city of Saugatuck. Friends of the Blue Star Trail indicate that delays due to the pandemic pushed construction of the FY 2020 and FY 2021 Blue Star Trail extensions to 2023.

Existing Traffic Volumes

Turning movement counts were collected on September 8, 2021 at the two study intersections. Summaries of existing traffic volumes are provided in **Tables 1 and 2**. Turning movement counts are provided in **Attachment A**.

Table 1. Blue Star Highway at Lake St Existing Volumes (9/8/2021)

Time	Southbound	Eastbound	Westbound
	Lake St	Blue Star Hwy	Blue Star Hwy
12:00 AM	5	6	5
1:00 AM	0	8	4
2:00 AM	2	5	1
3:00 AM	1	4	1
4:00 AM	2	13	6
5:00 AM	5	43	12
6:00 AM	16	104	75
7:00 AM	40	306	297
8:00 AM	125	404	276
9:00 AM	100	358	348
10:00 AM	128	483	323
11:00 AM	174	490	352
12:00 PM	191	579	393
1:00 PM	208	530	402
2:00 PM	179	539	438
3:00 PM	241	691	411
4:00 PM	176	564	428
5:00 PM	171	584	414
6:00 PM	164	407	315
7:00 PM	186	304	247
8:00 PM	116	280	126
9:00 PM	85	133	66
10:00 PM	40	64	53
11:00 PM	5	8	9

Table 2. Blue Star Highway at Old Allegan Rd Existing Volumes (9/8/2021)

Time	Northbound	Southbound	Eastbound	Westbound
	Blue Star Hwy	Blue Star Hwy	Old Allegan Rd	Old Allegan Rd
12:00 AM	4	6	1	0
1:00 AM	6	4	2	1
2:00 AM	4	1	0	0
3:00 AM	4	1	1	0
4:00 AM	10	4	1	1
5:00 AM	45	10	1	2
6:00 AM	91	63	6	15
7:00 AM	213	273	25	76
8:00 AM	283	295	56	91
9:00 AM	281	316	33	77
10:00 AM	328	319	30	59
11:00 AM	329	343	41	72
12:00 PM	395	412	44	85
1:00 PM	362	370	63	70
2:00 PM	359	423	47	76
3:00 PM	488	378	102	83
4:00 PM	429	416	69	78
5:00 PM	396	417	67	68
6:00 PM	275	311	42	58
7:00 PM	213	232	53	45
8:00 PM	208	129	25	27
9:00 PM	100	71	54	10
10:00 PM	56	56	31	5
11:00 PM	8	12	5	1

A comparison was made using 2015 volumes taken at Blue Star Highway west of the Lake Street intersection. The 2015 volumes were collected from MDOT Transportation Data Management System and grown using a 1% growth rate to 2021 volumes.

$$\text{Growth Rate} = (1 + r)^n = 1.062$$

r = Annual Growth Rate (i.e. 1%)

n = Number of years (i.e. 6)

Using the growth rate of 1.062, the grown 2021 volumes were compared to actual 2021 volumes, and it was found that actual count volumes were, on average, 20% higher.

HRC received additional turning movement counts from Allegan County at Blue Star Highway and Wiley Road in Douglas in 2019. These counts were 3% higher than Old Allegan Road and 12% lower than Lake Street, respectively.

These percentages were utilized in signal warrant analysis to determine whether warrants were influenced by I-196 construction traffic. Given this information, HRC has determined that traffic volumes are higher than normal due to construction on I-196. Impacts of higher traffic volumes on signal warrant analysis is discussed in sections below.

Blue Star Highway Crash Analysis

HRC has reviewed the crashes at the two project intersections along Blue Star Highway. Crash data used for the five-year period was compiled using the Traffic Improvement Association Traffic Crash Analysis Tool (TCAT) website. For all intersection analyses, any crash within 250 ft. the intersection is considered an intersection crash.

Blue Star Highway at Lake Street

A summary of the crash characteristics for the intersection is shown in **Table 3**. A total of 15 crashes occurred in the five-year study period. All crashes were minor injury or property damage only.

Table 3. Blue Star Highway at Lake Street Crash Summary (2016-2020)

Crash Characteristic		2016	2017	2018	2019	2020	Total	%
Crash Severity	PDO	0	0	1	0	0	1	7%
	Injury C	0	0	3	6	5	14	93%
	Total	0	0	4	6	5	15	100%
Crash Type	Rear End	0	0	4	3	1	8	53%
	Rear End - Right Turn	0	0	0	1	3	4	27%
	Single Motor Vehicle	0	0	0	1	1	2	13%
	Other	0	0	0	1	0	1	7%
	Total	0	0	4	6	5	15	100%
Pavement Condition	Dry	0	0	3	5	5	13	87%
	Wet	0	0	1	1	0	2	13%
	Total	0	0	4	6	5	15	100%
Lighting Condition	Dark - Lighted	0	0	0	1	0	1	7%
	Dark - Unlighted	0	0	0	0	1	1	7%
	Daylight	0	0	4	5	4	13	87%
	Total	0	0	4	6	5	15	100%

The most frequent crash types were Rear End and Rear End - Right Turn, comprising 80% of crashes at the intersection. The next most frequent crash type was Single Motor Vehicle, representing 13% of the total. It is important to note that 10 of the 12 Rear End collisions (83%) occurred on the stop-controlled Lake Street approach at the intersection. MDOT indicates that installation of a Rural Box Span Signal is associated with up to a 40% reduction in all collision types other than Angle.

Blue Star Highway at Old Allegan Road

A summary of the crash characteristics for the intersection is shown in **Table 4**. A total of 12 crashes occurred in the five-year study period. The majority of crashes were minor injury or property damage only (75%). However, in the five-year period there were two (2) Level B Injury crashes and one (1) Level A Injury crash.

Level A Injury Crash:

- ≡ The Level A Injury crash occurred December 2018. A vehicle traveling WB on Old Allegan Road disregarded the stop sign at the intersection. The WB Vehicle then struck a vehicle traveling SB on Blue Star Highway. The driver of the SB vehicle was transported to the hospital for Level A injuries and stated they could not avoid the collision. The driver of the SB vehicle also stated they were impaired by medical marihuana prior to the collision. The WB driver was cited for disregarding a stop sign. The crash occurred under Dark – Lighted and Dry pavement conditions.

Level B Injury Crashes:

- ≡ The first Level B crash occurred July 2017. A vehicle traveling WB on Old Allegan Road did not stop at the stop sign and struck a vehicle heading NB on Blue Star Highway. The NB vehicle spun and flipped into the NW quadrant of the intersection. The driver of the WB vehicle stated they were looking at a phone for directions and did not react in time to stop and avoid the collision. The driver of the NB vehicle was transported to the hospital for Level B injuries. The crash occurred in the Daylight and under Dry pavement conditions.
- ≡ The second Level B crash occurred September 2020. A vehicle heading WB on Old Allegan Road disregarded

the stop sign and entered the intersection. The NB vehicle ultimately struck the WB vehicle on the left side as it crossed the intersection. The driver of the NB vehicle was transported to the hospital for Level B injuries. The crash occurred in the Daylight and under Dry pavement conditions.

Table 4. Blue Star Highway at Old Allegan Road Crash Summary (2016-2020)

Crash Characteristic		2016	2017	2018	2019	2020	Total	%
Crash Severity	PDO	1	0	3	3	1	8	67%
	Injury C	1	0	0	0	0	1	8%
	Injury B	0	1	0	0	1	2	17%
	Injury A	0	0	1	0	0	1	8%
	Total	2	1	4	3	2	12	100%
Crash Type	Angle	1	1	2	1	1	6	50%
	Backing	0	0	1	0	0	1	8%
	Rear End	1	0	1	2	1	5	42%
	Total	2	1	4	3	2	12	100%
Pavement Condition	Dry	1	1	4	2	2	10	83%
	Snow	0	0	0	1	0	1	8%
	Wet	1	0	0	0	0	1	8%
	Total	2	1	4	3	2	12	100%
Lighting Condition	Dark - Lighted	0	0	1	0	0	1	8%
	Dawn	0	0	0	1	0	1	8%
	Daylight	2	1	3	2	2	10	83%
	Total	2	1	4	3	2	12	100%

The most frequent crash type was Angle, comprising 50% of the total. The next most frequent crash type was Rear End, entailing 42% of all crashes in the study period. MDOT has noted that installation of a Rural Box Span Signal is associated with a 75% reduction in Angle crashes and a 40% reduction in all other crash types. Additional reductions in Angle and Rear End crashes of up to 30% can be realized through upgrades to signing and pavement markings.

Traffic Signal Warrant Analysis

Signal warrants for both intersections were considered to be in isolated communities of 10,000 population or less. Combining the populations of the City of Saugatuck, Village of Douglas, and Saugatuck Township equals approx. 5,500. Results of traffic signal warrants are provided in **Attachment C** as spreadsheets.

Blue Star Highway at Lake Street

HRC performed a signal warrant analysis for Blue Star Highway at Lake Street. Based on existing traffic volumes at the intersection, provided in **Table 1**, HRC found the intersection meets the requirements for various signal warrants.

A summary of the traffic warrant analysis is shown in **Table 5**. Note Warrant 9 related to rail crossings is not applicable.

Table 5. Blue Star Highway at Lake Street Signal Warrant Analysis

Traffic Signal Warrants		Met?
Warrant 1: Eight-Hour Vehicular Volume	Condition A	YES*
	Condition B	YES*
	Combination of A & B	N/A
Warrant 2: Four-Hour Vehicular Volume		YES*
Warrant 3: Peak Hour		YES*
Warrant 4: Pedestrian Volume		No
Warrant 5: School Crossing		No
Warrant 6: Coordinated Signal System		No
Warrant 7: Crash Experience		No
Warrant 8: Roadway Network		No
Warrant 9: Intersection Near a Grade Crossing		N/A

* Indicates that warrant would also be met considering grown 2015 volumes and adjusted 2019 volumes on Blue Star Hwy

The Blue Star Highway at Lake Street Intersection met the warrants for Warrant 1 (Condition A and B): Eight-Hour Vehicular Volume, Warrant 2: Four-Hour Vehicular Volume, and Warrant 3: Peak Hour Volume. There were not enough crashes susceptible to correction by signalization to meet Warrant 7, as a majority were Rear End type.

Left-Turn Analysis

HRC performed a left-turn phasing analysis and determined that a permissive-protected left turn phase is warranted for EB Blue Star Highway. Included in implementing the left turn phasing is installing a flashing yellow arrow signal and installing a doghouse signal for Lake St. The doghouse signal allows for a protected right turn phase on SB Lake Street while the EB protected left turn phase is active. Results are provided in **Attachment B**.

Blue Star Highway at Old Allegan Road

HRC conducted a signal warrant analysis for Blue Star Highway at Old Allegan Road. Based on existing traffic volumes, provided in **Table 2**, HRC found the intersection meets the requirements for various signal warrants.

A summary of the traffic warrant analysis is shown in **Table 6**. Note Warrant 9 related to rail crossings is not applicable.

Table 6. Blue Star Highway at Old Allegan Road Signal Warrant Analysis

Traffic Signal Warrants		Met?
Warrant 1: Eight-Hour Vehicular Volume	Condition A	No
	Condition B	YES*
	Combination of A & B	N/A
Warrant 2: Four-Hour Vehicular Volume		YES*
Warrant 3: Peak Hour		No*
Warrant 4: Pedestrian Volume		No
Warrant 5: School Crossing		No
Warrant 6: Coordinated Signal System		No
Warrant 7: Crash Experience		No
Warrant 8: Roadway Network		No
Warrant 9: Intersection Near a Grade Crossing		N/A

* Indicates that warrant would also be met considering grown 2015 volumes and adjusted 2019 volumes on Blue Star Hwy.

The Blue Star Hwy at Old Allegan Rd intersection met the warrants for Warrant 1 (Condition B): Eight-Hour Vehicular Volume and Warrant 2: Four-Hour Vehicular Volume. The results of the crash analysis from 2016-2020 found a total of 12 crashes. Over the five-year period, six (6) crashes, Angle, are correctable by signalization. However, a minimum of five (5) must occur in a 12-month period to meet Warrant 7.

Left-Turn Analysis

HRC performed a left-turn phasing analysis and determined left-turn phasing is not warranted. Results are provided in **Attachment B**. Note that there is currently a left turn lane on NB Blue Star Highway only. The left-turn phasing analysis did not indicate warranting on the other three intersection approaches.

Construction Impacts on Signal Warrants

As previously mentioned, the construction on I-196 has significantly increased traffic on Blue Star Highway. The signal warrant analyses were conducted considering three traffic volume frameworks:

- ≡ Actual 2021 counts
- ≡ 2015 MDOT counts grown to 2021 volumes
- ≡ 2021 counts adjusted proportionally by Allegan County 2019 counts

In all three scenarios, the warrants met by the actual 2021 counts are still met when traffic is adjusted to levels not impacted by construction. This provides evidence as to the accuracy of the signal warrants met by actual 2021 counts.

Conclusions and Recommendations

Results of the crash analysis indicate that the frequency and severity of crashes are low at the two study intersections. The majority of crashes at the Lake Street intersection were Rear End type and the majority at Old Allegan Rd were Angle.

HRC recommends that Allegan County Road Commission consider the upcoming Blue Star Trail extension when considering installation of signals. Increases to pedestrian and bicycle traffic at the study intersections could present new opportunities for signalization to improve multi-modal road user safety.

Blue Star Highway at Lake Street

Given that Lake Street meets multiple signal warrants, HRC recommends installing a traffic signal at this intersection. Volumes are sufficiently high at this intersection, and the signal could provide additional safety for bicyclists and pedestrians once multi-modal connections are completed. HRC recommends implementing the left-turn phasing and associate signals. HRC also recommends installing pedestrian signals on the north leg of the intersection, given upcoming extension of the multimodal trail. Non-motorized signals should be revisited after the trail extension is completed.

Multi-Modal Recommendations

- ≡ Upgrade pavement markings and install 24" stop bars
- ≡ Install high emphasis crosswalk marking to improve pedestrian safety
- ≡ Investigate continuing bike lanes where they terminate north of bridge
- ≡ Install green bicycle conflict pavement markings
- ≡ Install green bike boxes to allow opportunities for safe wayfinding to existing and future bicycle routes

Blue Star Highway at Old Allegan Road

Old Allegan Rd met two of the warrants for vehicular volume. The most common crash type at this intersection was Angle, noted by MDOT to experience a 75% reduction after signalization. The most severe crashes (Injury A and B) were all Angle type crashes. However, there were not enough crashes susceptible to correction to meet Warrant 7. As vehicular and multimodal volumes increase, there is a potential for greater frequency of crashes. The signal would provide an additional safety measure for all road users. Given these factors, HRC recommends installing a traffic signal at this intersection. HRC

also recommends installing pedestrian signals on the west leg of the intersection, located dependent on alignment of upcoming extension of the multimodal trail. Non-motorized signals should be revisited after the trail extension is completed.

Multi-Modal Recommendations

- ≡ Upgrade pavement markings and install 24" stop bars
- ≡ Install high emphasis crosswalk marking to improve pedestrian safety
- ≡ Install green bicycle conflict pavement markings
- ≡ Install green bike boxes to allow opportunities for safe wayfinding to existing and future bicycle routes

Alternative Recommendations

Should the county choose to not pursue installation of signals, HRC presents the following alternative recommendations for the intersections:

- ≡ Install dual 36" Stop (R1-1) signs
 - Install Cross Traffic Does Not Stop Plaques (W4-4) under 36" signs
 - Install Stop Ahead (W3-1) signs in appropriate locations
- ≡ Consider overhead flasher if crashes continue and/or increase, and with consideration of potential increasing bicycle volumes

HRC notes that a roundabout is recommended as a viable alternative at the intersection of Blue Star Highway and Old Allegan Road. Roundabouts are noted as a Proven Safety Countermeasure by the Federal Highway Administration (FHWA). The FHWA notes roundabouts lower speeds and reduce conflict points, thus reducing severe crashes. The configuration of a roundabout provides multiple opportunities to provide crossing locations for non-motorized traffic. Reducing speeds, lowering conflict points, and creating additional crossing locations benefits the safety of all road users. There is forest and little development surrounding this intersection, reducing the likelihood of major right-of-way conflicts from man-made obstruction or difficulty in potential acquisition. The geography of the intersection surroundings may create challenges to constructing a roundabout. The road surface of Blue Star Highway is elevated from ground level, with relatively steep foreslopes and guardrail. In addition, the alignment of this section of Blue Star Highway is on a high-speed horizontal curve. As mentioned above, the lack of development could allow ample opportunity to reconfigure the intersection. With the necessary reduction of speeds for a potential roundabout, the horizontal curve may be re-designed for a lower design speed. This may allow the county to take advantage of existing grades when building the new facility.

Multi-Modal Recommendations

- ≡ Upgrade pavement markings and install 24" stop bars
- ≡ Install high emphasis crosswalk marking to improve pedestrian safety
- ≡ Install green bicycle conflict pavement markings

If you have any questions or require any additional information, please contact the undersigned.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Cole G. Villalobos, P.E., PTOE
Staff Engineer – Transportation Department

CGV/jdh

Attachments:

- A– Turning Movement Counts
- B- Left Turn Warrants Graphs
- C– Traffic Signal Warrants Spreadsheets

Enclosure

pc: HRC; File, Lia Michaels, Larry Hummel, Jordan Hankin



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Item #11B/C



MEMO

To: Saugatuck Township Fire District Fire Board

From: Greg Janik, Fire Chief

Meeting Date: January 17th, 2022

Subject: Request to Approve Resolutions 2022-01 and 2022-02

RESOLUTIONS 2022-01 and 2022-02

DESCRIPTION

- The purpose of Resolutions 2022-01 and 2022-02 is to establish policy for payments and electronic fund transfers that may be paid prior to approval of Saugatuck Township Fire District, Fire Administrative Board.

LEGAL REVIEW

- N/A

BUDGET ACTION REQUIRED

- None

RECOMMENDATION:

- Due to the potential for Fire Board members and staff absences caused by COVID, weather or other unforeseen circumstances, Chief Greg Janik recommends approval of Resolutions 2022-01 and 2022-02.

SAMPLE MOTION:

I _____ Motion to approve/deny Resolution 2022-01 and 2022-02 as presented. I

_____ 2nd the Motion (Roll Call Vote)



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Item #11B



SAUGATUCK TOWNSHIP FIRE DISTRICT, FIRE ADMINISTRATIVE BOARD

RESOLUTION NO. 2022-01

Policy/Procedure: Accounts Payable Policy

Date Adopted or Implemented: January 17, 2022

Revision Date: N/A

Resolution Number (if applicable): 2022-01

The categories of payments and expenditures listed below may be paid by disbursements prior to approval by the Saugatuck Township Fire District, Fire Administrative Board ("Fire Board"). Such sums shall be approved by the Fire Board at the first regularly scheduled meeting following payment. The items and billings that may be disbursed, prior to monthly approval by the Fire Board are the following:

1. All payroll expenses including, but not limited to, payroll, payroll taxes, withholdings, retirement withholdings, and other employment related taxes or assessments.
2. All regular contractually mandated billings for services rendered to the Fire Board on a periodic basis, pursuant to agreements between the Fire Board and the service provider.
3. All billings for utilities, including heat, light, water or wastewater, telephone, internet access, or other services where payment must be made by a specified date to avoid late or finance charges.
4. All credit card billings where payments must be made by a specified date to avoid late or finance charges. However, the Fire Board shall specifically approve all credit card bills at the following meeting, and such bill shall be subject to repayment by the individual utilizing the card if such bills are not approved.
5. Payments for insurance, insurance pool, or other surety charges, where payment must be made by a specific date in order to avoid late or finance charges.



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Item #11C



SAUGATUCK TOWNSHIP FIRE DISTRICT, FIRE ADMINISTRATIVE BOARD

RESOLUTION NO. 2022-02

Policy/Procedure: ACH and Other Electronic Transactions Policy

Date Adopted or Implemented: January 17, 2022

Revision Date: N/A

Resolution Number (if applicable): 2022-02

1. Definitions:

"Automated clearing house" or "ACH" means a national and governmental organization that has authority to process electronic payments, including, but not limited to, the national automated clearing house association and the federal reserve system.

An "ACH arrangement" means the agreement between the originator of the ACH transaction and the receiver of an ACH transaction.

An "ACH transaction" means an electronic payment, debit, or credit transfer processed through an automated clearinghouse.

An "ACH policy" means the procedures and internal controls as determined under this written policy developed and adopted by the Saugatuck Township Fire District, Fire Administrative Board ("Fire Board").

The "electronic transaction officer" or "ETO" means the person designated under Public Act 738 of 2002 by charter or by the governing body in a local unit other than a township or County.

2. Authority to Enter into ACH Arrangements and Electronic Transfers of Public Funds:

The Fire Chief (ETO) may enter into an ACH arrangement as provided by Public Act 738 of 2002, effective July 1, 2013.

The Fire Board shall not be a party to an ACH arrangement unless the Fire Board has adopted a resolution to authorize electronic transactions and the Fire Board has presented a written ACH policy to the Fire Board.

An ACH arrangement under PA 738 of 2002 is not subject to the Revised Municipal Finance Act, Public Act 34 of 2001 (MCL 141.2101, et seq.), or to provisions of law or charter concerning the issuance of debt by a local unit.



SAUGATUCK TOWNSHIP FIRE DISTRICT

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3. Responsibility for ACH Agreements:

The Fire Board or Treasurer/Finance Officer (if designated by the Fire Chief) is responsible for the Fire Chief's ACH agreements, including payment approval, accounting, reporting, and generally for overseeing compliance with the ACH policy.

4. Internal Accounting Controls to Monitor Use of ACH Transactions Made by the Fire Board:

The following system of internal accounting controls will be used to monitor the use of ACH transactions made by the Fire Board:

4.1 - The Treasurer/Finance Officer shall prepare a list of vendors authorized to be paid by ACH transaction and provide that list to the Fire Chief.

4.2 - The Treasurer/Finance Officer initiates the transaction upon receipt of an invoice included on the authorized ACH vendor list approved by the Fire Chief. ACH invoices must be approved by the Fire Chief before payment.

4.3. - The Treasurer/Finance Officer presents a list of bills for payment, including electronic payments for Fire Board approval. The Fire Board approves all transactions prior to disbursement. The Fire Board has adopted a policy identifying specific payments that have pre-approved authorization (monthly utility bills, payroll etc.). Any pre-approved payments are provided to Fire Board for post-audit purposes to confirm their disbursement at the next regular meeting following their disbursement.

4.4 - Following Fire Board approval for any ACH payments not pre-approved, the Treasurer/Finance Officer initiates the electronic transaction with the vendor and makes the actual transfer of funds.

5. The Treasurer/Finance Officer shall retain all ACH transaction documents for audit purposes.

Authorized Vendors (ACH)

Payroll related items

- US Treasury IRS tax payments
- ICMA Defined Contribution payments
- AIG 457 pension payments
- MERS Defined Benefit Payments

Non-Payroll items

- Pitney Bowes postage payments
- Deluxe Business Forms checks and deposit tickets



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Item #11D



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

January 13th, 2022

Funding Approval Form

ITEM DESCRIPTION:

LUCAS 3 – Automatic Chest Compression System

PRIORITY:

High

QUALITY FACTORS:

Purchase a LUCAS 3 CPR version 2.1 Chest Compression System. Price includes hard shell case, slim back plate, 2 patient straps, 1 stabilization strap, 2 suction cups, 3 rechargeable batteries, and desktop battery charger. The Fire District currently owns one LUCAS 1 that is 7 years old and has exceed the useful life of 5 years. The current LUCAS 1 will be retained on the 2nd medical response vehicle for the time being.

BUDGETED:

\$18,000 - Capital Plan – 2021/22 Fiscal Year

FUNDING SOURCE(S):

Capital Plan – 2021/22 Fiscal Year - \$13,050.00

Ret. Chief John Blok Memorial Donations - \$2,950.00

COST:

Lucas 3, v3.1 – 13,453.89

Charger - \$1,012.70

Lucas 3 Batteries - \$1,238.20

Total = \$15,704.79



REQUESTER:

Deputy Chief Chris Mantels

SAMPLE MOTION:

I _____ motion to authorize Fire District staff to purchase the LUCAS 3 Chest Compression System with a not to exceed amount of \$16,000.00. I _____ 2nd the Motion. (Roll Call Vote)

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____