



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 – September 18th, 2023

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. **August 21st, 2023**
7. Public Comment on Agenda Items Only (Limit 3 minutes):
8. Request for Payment:
 - A. **Account Payables (*Roll Call Vote*)**
 - B. **Financial Report**
9. Fire Chief Comments:
 - A. **Incident Reports / EMS Report / Calls to Date / Overlapping Calls**
 - B. **Community Risk Reduction**
 1. **Department of Fire Prevention – Monthly Report**
 2. **Michigan Fire Inspectors Society - Fatal Fire Statistics**
 - C. **Grants**
 1. **Michigan Dept. of Treasury - MI Fire Equipment Grant – awarded \$10,000 for Thermal Imager**
 - D. **Certifications**
 1. **Chad Brink – Emergency Medical Responder**
 - E. **Projects – Current Demands**
10. Unfinished Business:
 - A. **Sale of Fireboat #2192 – approval to send proceeds of sale to MMRMA (*Roll Call Vote*)**
 - B. **Cost Recovery Update**
11. New Business:
 - A. **P.A. 33 – Attorney Review**
 - B. **2151 Emergency Repairs**
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.



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Item #6A



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 – August 21st, 2023

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: E. Beckman, D. Fox, J. Verplank, S. Phelps, T. Pullen, C. North
ABSENT: S. Aldrich
Also Present: Chief Greg Janik, D.C. 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*):
Motion by Phelps, 2nd by Beckman to approve the agenda presented. No discussion. Motion passes by unanimous by voice vote.
6. Approval of Minutes:
A. July 17th, 2023
Motion by Phelps, 2nd by Pullen to approve the minutes of the 7/17/2023 regular meeting as presented. No discussion. Motion passes by unanimous by voice vote.
7. Public Comment on Agenda Items Only (Limit 3 minutes):
A. None
8. Request for Payment:
A. Account Payables (*Roll Call Vote*)
Motion by Phelps, 2nd by Fox to pay the invoices in the amount of \$200,382.14. No discussion.
YAYS: Phelps, Fox, Beckman, Verplank, Pullen, North
NAYS: None
ABSENT: None
Motion passes: 6:0.
B. Financial Report
i. Financial Report was reviewed by P. Stanislawski
9. Fire Chief Comments:
A. Incident Reports / EMS Report / Calls to Date / Overlapping Calls
 1. 561– runs year to date for 2023
 2. Average response time – 6:05 year to date for 2023**B. Community Risk Reduction**
 1. Department of Fire Prevention – Monthly Report
 2. Michigan Fire Inspectors Society - Fatal Fire Statistics**C. Grants**
 1. None**D. Certifications**
 1. Riley Capel – Certified Fire Instructor 1
10. Unfinished Business:
A. Sale of Fireboat #2192 – to be reimbursed \$4,400 for aluminum trailer.
 1. Update on the sale of the former boat that sunk was provided.
 2. It has been sold by the broker, and we are waiting for the repair invoice to deduct that and the trailer prior to sending funds back to MMRMA.



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B. Cost Recovery Update

1. Chief Janik hopes to work on it this week and try to get paid.

11. New Business:

A. MMRMA State Pool Distribution Received - \$2,238.00

B. Gerald and Jeanette Bekken Foundation Donation via the Holland-Zeeland Community Foundation received in the amount of \$7,797.23.

1. Funding will be utilized to purchase additional tools and equipment for Engine 2110 completion project.

C. Funding Approval Request – Hose Purchase

Motion by Beckman 2nd, by Fox to authorize/deny the Fire Chief to purchase replacement fire hose compliant with NFPA 1500 & 1962, as specified, and a not-to-exceed the amount of \$30,000.00 (with a 15% contingency)

YAYS: Beckman, Fox, Verplank, Phelps, Pullen, North.

NAYS: None

ABSENT: Aldrich

Motion passes: 6:0.

D. Discussion – Capital Expenditures to replace 2172 & 2173

1. Discussion ensued about the 2015 Ford Expedition and 2017 Ford Expedition being past their 7-year replacement dates.
2. Consider not replacing the Expeditions with an Expedition, but rather a transport capable apparatus.
3. No decision needed today, but just starting to think about the future.
4. Discussion ensued regarding BLS transport.
5. Discussion ensued about a future meeting with representatives of the local governments.

12. Correspondence:

A. Thank you – Community Church of Douglas

B. Thank you & Donation – Gower

13. Public Comments: (Limit 3 minutes):

A. None

14. Fire Board Comments:

Beckman – Township did a good job trimming back trees. Appreciates the quickness Daniel handled it in.

Fox – Working with the Chief about cars parked on Blue Star Highway in front of multiple businesses and are hoping to prevent a future accident.

Verplank – None

Phelps – None

Pullen – None

North – Thank you from the Rotary for Chief Janik and the Fire Department for all their help with Venetian, they are truly amazing!

15. Adjournment:

- a. Meeting adjourned at 5:05pm.

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.

09/14/2023 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 08/22/2023 - 09/18/2023				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
08/23/2023	2878(A)	ALLIED FIRE SALES & SERVICE LLC	FIRE HOOKS	1,201.33
08/31/2023	2882(E)	FIRST BANKCARD	DASH CAMS GRANT	9,353.43
08/31/2023	2883(E)	MERS	RETIREMENT	434.45
08/31/2023	2884(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	643.90
09/01/2023	DD4896(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,898.23
09/01/2023	DD4897(A)	BETTS, MICHAEL	PAYROLL	2,056.89
09/01/2023	DD4898(A)	CAPEL, RILEY	PAYROLL	1,364.24
09/01/2023	DD4899(A)	GREEN, MICHELLE	PAYROLL	1,302.80
09/01/2023	DD4900(A)	JANIK, GREG	PAYROLL	2,658.44
09/01/2023	DD4901(A)	MANTELS, CHRISTOPHER	PAYROLL	2,506.73
09/01/2023	DD4902(A)	MEYER, KYLE	PAYROLL	1,751.85
09/01/2023	EFT1313(E)	457 MERS	PAYROLL	1,449.03
09/01/2023	EFT1314(E)	INTERNAL REVENUE SERVICE	PAYROLL	4,817.47
09/01/2023	EFT1315(E)	DEFINED CONTRIBUTION	PAYROLL	1,963.03
09/01/2023	EFT1316(E)	SAUGATUCK AREA PROFESSIONAL L	PAYROLL	150.00
09/14/2023	DD4903(A)	BALES, WENDY	PAYROLL	2,560.91
09/14/2023	DD4904(A)	BECKMAN, ERIC	PAYROLL	43.04
09/14/2023	DD4905(A)	BEEK, HEATHER	PAYROLL	421.41
09/14/2023	DD4906(A)	BERNHARDY, CHRISTOPHER	PAYROLL	224.94
09/14/2023	DD4907(A)	BETTS, MICHAEL	PAYROLL	431.83
09/14/2023	DD4908(A)	BLOK, MICHAEL	PAYROLL	754.80
09/14/2023	DD4909(A)	BRINK, CHAD	PAYROLL	863.97
09/14/2023	DD4910(A)	BROWN, CLAIRE	PAYROLL	830.05
09/14/2023	DD4911(A)	CAPEL, RILEY	PAYROLL	213.07
09/14/2023	DD4912(A)	DALTON, PHIL	PAYROLL	1,800.07
09/14/2023	DD4913(A)	DANIELSON, JOSHUA	PAYROLL	286.67
09/14/2023	DD4914(A)	DEMOND, KALEB	PAYROLL	244.33
09/14/2023	DD4915(A)	ESQUIVEL, BRADLEY	PAYROLL	979.71
09/14/2023	DD4916(A)	GARGANO, MARK	PAYROLL	1,125.56
09/14/2023	DD4917(A)	GREEN, MICHELLE	PAYROLL	132.29
09/14/2023	DD4918(A)	HOSIER, CALEB	PAYROLL	927.20
09/14/2023	DD4919(A)	HUNDERMAN, MARCIE	PAYROLL	989.40
09/14/2023	DD4920(A)	JANIK, GREG	PAYROLL	1,126.23
09/14/2023	DD4921(A)	KIRCHERT, ERIK	PAYROLL	488.20
09/14/2023	DD4922(A)	MANTELS, CHRISTOPHER	PAYROLL	774.63
09/14/2023	DD4923(A)	MARR, SEAN	PAYROLL	797.44
09/14/2023	DD4924(A)	MC GOWAN, WILLIAM	PAYROLL	41.24
09/14/2023	DD4925(A)	MEISTE, JAMES	PAYROLL	973.96
09/14/2023	DD4926(A)	MEYER, KYLE	PAYROLL	154.93
09/14/2023	STUB106(A)	MINNIEAR, HARRY	PAYROLL	0.00
09/14/2023	DD4927(A)	MOKMA, WAYNE	PAYROLL	374.92

09/14/2023 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 08/22/2023 - 09/18/2023				
Check Date	Check	Vendor Name	Description	Amount
09/14/2023	DD4928(A)	NORTH, CATHY	PAYROLL	43.05
09/14/2023	20660	PHELPS, DONALD	PAYROLL	44.04
09/14/2023	DD4929(A)	PULLEN, TARUE	PAYROLL	44.05
09/14/2023	DD4930(A)	SEYMOUR, SCOTT	PAYROLL	529.11
09/14/2023	DD4931(A)	STARRING, LINUS	PAYROLL	561.93
09/14/2023	DD4932(A)	STEVENS, KEVIN	PAYROLL	547.23
09/14/2023	DD4933(A)	TRINKLEIN, KYLE	PAYROLL	285.79
09/14/2023	DD4934(A)	VAN AUKEN, LAUREL	PAYROLL	87.24
09/14/2023	DD4935(A)	VERPLANK, JANE	PAYROLL	44.04
09/14/2023	DD4936(A)	WETZEL, EVAN	PAYROLL	864.75
09/14/2023	DD4937(A)	WILKINSON, ERIN	PAYROLL	37.41
09/14/2023	EFT1317(E)	457 MERS	PAYROLL	2,056.76
09/14/2023	EFT1318(E)	INTERNAL REVENUE SERVICE	PAYROLL	5,367.37
09/14/2023	EFT1319(E)	DEFINED CONTRIBUTION	PAYROLL	1,472.48
09/14/2023	EFT1320(E)	SAUGATUCK AREA PROFESSIONAL L	PAYROLL	150.00
09/15/2023	DD4938(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,923.22
09/15/2023	DD4939(A)	BETTS, MICHAEL	PAYROLL	2,081.89
09/15/2023	DD4940(A)	CAPEL, RILEY	PAYROLL	1,389.24
09/15/2023	DD4941(A)	GREEN, MICHELLE	PAYROLL	1,327.80
09/15/2023	DD4942(A)	JANIK, GREG	PAYROLL	2,658.45
09/15/2023	DD4943(A)	MANTELS, CHRISTOPHER	PAYROLL	2,531.72
09/15/2023	DD4944(A)	MEYER, KYLE	PAYROLL	1,776.85
09/15/2023	EFT1321(E)	457 MERS	PAYROLL	1,449.03
09/15/2023	EFT1322(E)	INTERNAL REVENUE SERVICE	PAYROLL	4,817.49
09/15/2023	EFT1323(E)	DEFINED CONTRIBUTION	PAYROLL	1,963.03
09/18/2023	20661	WINDWOOD PROPERTY SERVICES L	LAWN MAINTENANCE	180.00
09/18/2023	20662	SAUGATUCK TOWNSHIP	BLUE STAR SIGNS	136.00
09/18/2023	20663	STAR RIGGING & CRANE LLC	LIVE FIRE TRAINING	300.00
09/18/2023	20664	MMRMA	INSURANCE BOAT 2192	34,663.65
09/18/2023	20665	OVERISEL LUMBER CO	SUPPLIES	186.48
09/18/2023	20666	SOUTHSIDE BODY & FABRICATION I	RADIO BRACKET	188.75
09/18/2023	2885(E)	ACCIDENT FUND	WORKER COMP	5,675.00
09/18/2023	2886(E)	ARROWASTE	TRASH	83.26
09/18/2023	2887(E)	COMCAST	TELEPHONE & INTERNET	342.23
09/18/2023	2888(E)	CONSUMERS ENERGY	BOAT DOCK	38.97
09/18/2023	2889(E)	CONSUMERS ENERGY	FIRE STATION	767.73
09/18/2023	2890(E)	MENARDS	SUPPLIES	1,513.27
09/18/2023	2891(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	56.69
09/18/2023	2892(E)	MCKESSON	MEDICAL SUPPLIES	445.55
09/18/2023	2893(E)	PRIORITY HEALTH	HEALTH INSURANCE	4,437.57
09/18/2023	2894(E)	WISE CHOICE RECYCLING	TRASH & RECYCLING	159.00
09/18/2023	2895(E)	SHELL	GASOLINE & DIESEL	1,331.66
09/18/2023	2896(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	510.50

09/14/2023 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 08/22/2023 - 09/18/2023				
Check Date	Check	Vendor Name	Description	Amount
09/18/2023	2897(A)	AEROS IT GROUP	COMPUTER SERVICES	905.00
09/18/2023	2898(A)	APPLIED IMAGING	COPIER USE	330.78
09/18/2023	2899(A)	BREATHING AIR SYSTEMS INC	ANNUAL MAINTENANCE	685.58
09/18/2023	2900(A)	GALLS LLC	UNIFORMS	146.04
09/18/2023	2901(A)	GROUND MANAGEMENT SOLUTION	LAWN MAINTENANCE	79.00
09/18/2023	2902(A)	NFPA	TRAINING	75.00
09/18/2023	2903(A)	OFFICE DEPOT	OFFICE SUPPLIES	216.46
09/18/2023	2904(A)	LORRIE PASTOOR	CLEANING	240.00
09/18/2023	2905(A)	CITY OF SAUGATUCK	HOUSEHOLD HAZARD WASTE	1,500.00
09/18/2023	2906(A)	STANDARD	INSURANCE	963.62
09/18/2023	2907(A)	SUMMIT COMPANIES	FIRE ALARM MONITORING	756.00
09/18/2023	2908(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	210.70
09/18/2023	2909(A)	XTREME AUTO	CUSTOM DECAL	196.76
09/18/2023	2910(A)	YACHT BASIN MARINA	INSURANCE CLAIM BOAT	1,536.35
Total of 98 Checks:				144,024.19
Less 0 Void Checks:				0.00
Total of 98 Disbursements:				144,024.19

09/14/2023 11:53 AM
User: Peter
DB: Stfd

INVOICE APPROVAL BY INVOICE REPORT FOR SAUGATUCK TOWNSHIP FIRE DISTRICT
INVOICE ENTRY DATES 08/22/2023 - 09/18/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 1/2

Item #8A

Vendor Name	Description	Amount
1. ACCIDENT FUND	WORKER COMP	5,675.00
2. AEROS IT GROUP	COMPUTER SERVICES	821.00
	COMPUTER SERVICES	84.00
	TOTAL	905.00
3. ALLIED FIRE SALES & SERVICE LLC	FIRE HOOKS	1,201.33
4. APPLIED IMAGING	COPIER USE	330.78
5. ARROWASTE	TRASH	83.26
6. BREATHING AIR SYSTEMS INC	ANNUAL MAINTENANCE	685.58
7. CITY OF SAUGATUCK	HOUSEHOLD HAZARD WASTE	1,500.00
8. COMCAST	TELEPHONE & INTERNET	342.23
9. CONSUMERS ENERGY	BOAT DOCK	38.97
	FIRE STATION	767.73
	TOTAL	806.70
10. FIRST BANKCARD	DOUBLE PAYMENT ON CREDIT CARD	6,756.81
	DASH CAMS GRANT	9,353.43
	TOTAL	16,110.24
11. GALLS LLC	UNIFORMS	146.04
12. GROUND MANAGEMENT SOLUTIONS LLC	LAWN MAINTENANCE	79.00
13. LORRIE PASTOOR	CLEANING	240.00
14. MCKESSON	MEDICAL SUPPLIES	135.53
	MEDICAL SUPPLIES	163.91
	MEDICAL SUPPLIES	146.11
	TOTAL	445.55
15. MENARDS	SUPPLIES	1,513.27
16. MERS	RETIREMENT	434.45
17. MICHIGAN GAS UTILITIES	NATURAL GAS	56.69
18. MMRMA	INSURANCE BOAT 2192	34,663.65
19. NFPA	TRAINING	75.00
20. OFFICE DEPOT	OFFICE SUPPLIES	68.50
	OFFICE SUPPLIES	147.96
	TOTAL	216.46
21. OVERISEL LUMBER CO	SUPPLIES	186.48
22. PRIORITY HEALTH	HEALTH INSURANCE	4,437.57

Vendor Name	Description	Amount
23. SAUGATUCK TOWNSHIP	BLUE STAR SIGNS	136.00
24. SHELL	GASOLINE & DIESEL	1,331.66
25. SOUTHSIDE BODY & FABRICATION INC	RADIO BRACKET	188.75
26. STANDARD	INSURANCE	963.62
27. STAR RIGGING & CRANE LLC	LIVE FIRE TRAINING	300.00
28. STATE OF MICHIGAN	PAYROLL TAXES	6.00
29. SUMMIT COMPANIES	FIRE ALARM MONITORING	756.00
30. VERIZON WIRELESS	CELL PHONES & MODEMS	466.25
	CELL PHONES & MODEMS	643.90
	CELL PHONES & MODEMS	510.50
	TOTAL	1,620.65
31. WEST MICHIGAN UNIFORM	SHOP TOWELS	210.70
32. WINDWOOD PROPERTY SERVICES LLC	LAWN MAINTENANCE	180.00
33. WISE CHOICE RECYCLING	TRASH & RECYCLING	159.00
34. XTREME AUTO	TRAINING SIGNS	62.63
	CUSTOM DECAL	134.13
	TOTAL	196.76
35. YACHT BASIN MARINA	INSURANCE CLAIM BOAT	1,536.35
TOTAL - ALL VENDORS		77,719.77
FUND TOTALS:		
Fund 206 - FIRE FUND		77,345.27
Fund 210 - REGIONAL TRAINING CENTER		374.50

PERIOD ENDING 09/30/2023

Item #8B

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 09/30/2023	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	SAUGATUCK CITY	517,000.00	0.00	0.00	517,000.00	0.00
206-000-402.000	SAUGATUCK TOWNSHIP	1,072,000.00	0.00	0.00	1,072,000.00	0.00
206-000-403.000	DOUGLAS CITY	546,000.00	0.00	0.00	546,000.00	0.00
206-000-450.000	FIRE SERVICES	1,000.00	620.00	0.00	380.00	62.00
206-000-460.000	INSPECTION & PLAN REVIEW FEES	1,000.00	8,450.00	1,900.00	(7,450.00)	845.00
206-000-465.000	COST RECOVERY	1,000.00	2,912.50	2,612.50	(1,912.50)	291.25
206-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
206-000-560.000	GRANTS & DONATIONS	1,000.00	7,897.23	100.00	(6,897.23)	789.72
206-000-665.000	INTEREST	1,000.00	2,064.80	0.00	(1,064.80)	206.48
206-000-685.000	SALES OF ASSETS	0.00	4,300.00	(36,200.00)	(4,300.00)	100.00
206-000-686.000	FUND BALANCE TRANSFER IN	0.00	0.00	0.00	0.00	0.00
Total Dept 000		2,140,000.00	26,244.53	(31,587.50)	2,113,755.47	1.23
TOTAL REVENUES		2,140,000.00	26,244.53	(31,587.50)	2,113,755.47	1.23
Expenditures						
Dept 336 - FIRE FUND						
206-336-702.000	BOARD SALARY	5,000.00	550.00	250.00	4,450.00	11.00
206-336-704.000	CHIEF SALARY	118,000.00	21,153.85	8,461.54	96,846.15	17.93
206-336-705.000	OFFICER SALARIES	9,650.00	1,020.86	541.68	8,629.14	10.58
206-336-708.000	CAREER FIREFIGHTER	575,000.00	78,254.70	31,377.72	496,745.30	13.61
206-336-709.000	OPERATIONAL WAGES	100,000.00	16,435.78	6,915.24	83,564.22	16.44
206-336-709.500	PAID ON CALL STIPEND	95,000.00	16,583.86	7,366.32	78,416.14	17.46
206-336-710.000	FIRE CALLS	70,000.00	10,485.45	3,941.23	59,514.55	14.98
206-336-711.000	MEDICAL CALLS	32,000.00	7,892.31	2,568.00	24,107.69	24.66
206-336-712.000	TRAINING	48,000.00	2,531.14	2,114.83	45,468.86	5.27
206-336-713.000	SPECIAL EVENTS	12,000.00	7,729.51	2,794.98	4,270.49	64.41
206-336-720.000	PAYROLL TAXES	98,000.00	12,449.47	5,082.83	85,550.53	12.70
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	140,000.00	27,050.73	6,101.19	112,949.27	19.32
206-336-722.000	WORKER COMP INSURANCE	100,000.00	18,130.50	5,675.00	81,869.50	18.13
206-336-723.000	RETIREMENT	142,000.00	24,221.94	9,694.26	117,778.06	17.06
206-336-727.000	OPERATING SUPPLIES	25,000.00	2,857.82	544.90	22,142.18	11.43
206-336-728.000	GAS & OIL	20,000.00	4,059.01	1,331.66	15,940.99	20.30
206-336-730.000	PROFESSIONAL SERVICES	30,000.00	5,582.00	240.00	24,418.00	18.61
206-336-742.000	TESTING, REPAIR & REPLACEMENT	20,000.00	6,275.23	685.58	13,724.77	31.38
206-336-745.000	STATION TOOLS	3,250.00	704.82	0.00	2,545.18	21.69
206-336-746.000	FIRE FIGHTER TOOLS	13,000.00	1,082.10	0.00	11,917.90	8.32
206-336-751.000	PHONES	13,500.00	3,002.61	912.73	10,497.39	22.24
206-336-752.000	UTILITIES	20,000.00	2,481.35	1,105.65	17,518.65	12.41
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	55,000.00	9,191.87	134.13	45,808.13	16.71
206-336-761.000	BOAT MAINTENANCE	19,000.00	1,924.31	244.75	17,075.69	10.13
206-336-762.000	RADIO & PAGER R&R	10,000.00	534.30	0.00	9,465.70	5.34
206-336-763.000	BUILDING REPAIR & MAINTENANCE	30,000.00	2,035.69	259.00	27,964.31	6.79
206-336-764.000	BUILDING SECURITY	2,000.00	756.00	756.00	1,244.00	37.80
206-336-767.000	DUES & SUBSCRIPTIONS	4,000.00	45.00	0.00	3,955.00	1.13
206-336-770.000	OFFICE EXPENSES	12,000.00	1,346.31	547.24	10,653.69	11.22
206-336-771.000	TECHNOLOGY	23,000.00	8,130.07	905.00	14,869.93	35.35
206-336-775.000	BUILDING INSPECTIONS	2,500.00	75.00	75.00	2,425.00	3.00
206-336-780.000	UNIFORMS	15,000.00	2,326.79	146.04	12,673.21	15.51
206-336-781.000	TURN OUT GEAR	40,000.00	0.00	0.00	40,000.00	0.00
206-336-785.000	EDUCATION	33,000.00	1,357.00	0.00	31,643.00	4.11
206-336-791.000	MEDICAL SUPPLY	20,000.00	2,156.74	445.55	17,843.26	10.78

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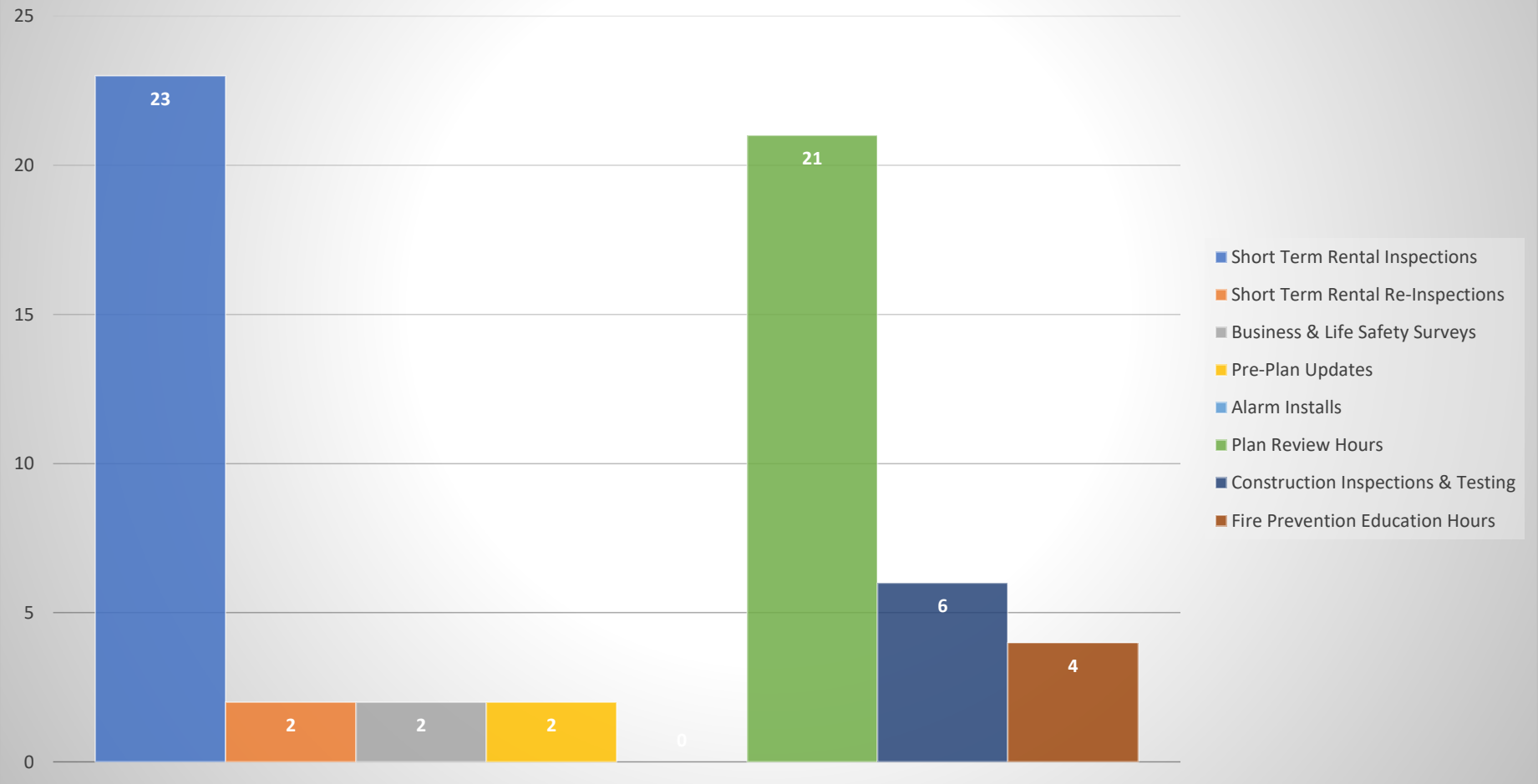
User: Peter

DB: Stfd

PERIOD ENDING 09/30/2023

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	09/30/2023	MONTH 09/30/2023	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Expenditures						
206-336-795.000	COMMUNITY RISK REDUCTION	15,000.00	3,156.72	2,933.68	11,843.28	21.04
206-336-796.000	PHYSICALS	15,000.00	0.00	0.00	15,000.00	0.00
206-336-815.000	GENERAL INSURANCE	35,000.00	17,917.50	0.00	17,082.50	51.19
206-336-861.000	TAX CHARGE BACK	1,000.00	0.00	0.00	1,000.00	0.00
206-336-975.000	TRUCK PAYMENT	0.00	0.00	0.00	0.00	0.00
206-336-980.000	SMALL CAPITAL	0.00	0.00	0.00	0.00	0.00
206-336-985.000	LONG TERM CAPITAL	83,100.00	14,704.91	0.00	68,395.09	17.70
206-336-986.000	CAPITAL FUND TRANSFER	36,000.00	0.00	0.00	36,000.00	0.00
Total Dept 336 - FIRE FUND		2,140,000.00	336,193.25	104,151.73	1,803,806.75	15.71
TOTAL EXPENDITURES		2,140,000.00	336,193.25	104,151.73	1,803,806.75	15.71
Fund 206 - FIRE FUND:						
TOTAL REVENUES		2,140,000.00	26,244.53	(31,587.50)	2,113,755.47	1.23
TOTAL EXPENDITURES		2,140,000.00	336,193.25	104,151.73	1,803,806.75	15.71
NET OF REVENUES & EXPENDITURES		0.00	(309,948.72)	(135,739.23)	309,948.72	100.00

Department of Fire Prevention Monthly Report to Fire Board August 2023 to September 2023



MICHIGAN FATAL FIRE STATISTICS 2023



2023 Current Fire Deaths

74 Deaths in 69 Fires
(as of September 1, 2023)
6% Decrease in Deaths YTD
Compared to 2017-2022 Average
5% Increase in Fires YTD
Compared to 2017-2022 Average

Victims
58% Male / 42% Female
22% Reported as Disabled
5% Reported as on Oxygen
65% Between 40 and 79 Years Old



Location and Cause

Reported Areas of Origin
#1 Bedroom (39%)
#2 Living Area (25%)
#3 Kitchen (16%)

Reported Fire Causes
#1 Smoking (41%)
#2 Cooking (18%)
#3 Heating (9%)

Alarm Status
No Working Alarms (49% Fires / 49% Victims)
Working Alarms (28% Fires / 28% Victims)
Unknown Status (23% Fires / 23% Victims)



Time and Day

Deadliest Time of Day
6am - 6pm = 35%
6pm - 6am = 65%

Deadliest Day of Week (Deaths)
#1 Sunday (25%)
#2 Monday (16%)
#3 Wednesday (13%)



Item #9C1

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

September 8, 2023

Municipal Code: 037515

Saugatuck Township Fire District
NFIRS Code: 00321
cmantels@saugatuckfire.org

Subject: MI Fire Equipment Grant Letter of Approval

Dear Greg Janik:

The MI Fire Equipment Grant has been established to provide funding for the purchase of fire equipment for our part time, on call, or volunteer firefighters. Under the state's [fiscal year 2022-23 budget, Section 801](#), the Michigan Department of Treasury was appropriated \$12,000,000 to establish and operate a grant program to qualified local units of government to assist fire departments. Grant awards are not to exceed \$10,000 for qualified local governments.

Upon review of the Saugatuck Township Fire District MI Fire Equipment Grant Application (Form 5874), Saugatuck Township Fire District has been **approved** for a grant award under the MI Fire Equipment Grant Program as listed below:

- **Approved Award: \$10,000**

Grant awardees that have already submitted supporting documentation for eligible expenditures will be reviewed for reimbursement.

Grant awardees that have not already submitted requests for reimbursement will need to submit documentation of eligible expenses incurred on or after August 1, 2022, using [Form 6040-MI Fire Grant Program Reimbursement Request](#) to Treas-MIFireGrant@michigan.gov.

Requests for reimbursement should be submitted by September 30, 2023. Requests for reimbursement received after this date will be subject to available funds.

Funds will be disbursed utilizing the State of Michigan's [Sigma Vendor Self Service \(VSS\)](#) system upon receipt of all required documentation.

If you have any questions or require further assistance, please do not hesitate to contact the MI Fire Equipment Grant team at Treas-MIFireGrant@michigan.gov.

Sincerely,

Kevin A. Smith, Deputy Treasurer
State and Local Finance
Michigan Department of Treasury



PROJECTS – CURRENT DEMANDS

August, September 2023:

1. Project Development/construction meetings.
2. Blue Star Highway hazardous shoulder parking mitigation - a collaboration with Township, ACSO, and MSP. Meet with the manager, ZA, and property owners at the sites. Sign project correspondence.
3. Special event pre-planning – Saugatuck City and Douglas -TIMS, staffing and resources. Draft Mt. Baldhead Challenge post-event observations - shared with ACOT Betts, organizers, DPW, and ACSO.
4. Develop fire suppression water supply distribution and infrastructure systems – create specification list – in collaboration with the Department of Fire Prevention (DFP) staff, project engineers.
5. Modify the Fire Suppression Water Supply Policy pursuant to IFC 104.8 and 507 – with DFP staff.
6. Request by ZA to provide Short-Term Rental recommendations and attend a public meeting.
7. Request by ZA to provide comment on the Blue Star Highway Intersection Study and Safe Street Master Plan, in collaboration with the Township, ACRC and Township engineer.
8. Human resources – policy assessment, legal counsel.
9. Request from Township Manager and Township EMS Liaison to review Township findings and proposed solutions to ambulance unavailability.
10. Cost recovery negotiations – multiple correspondence and discussions with EGLE, follow-up directives.



SAUGATUCK TOWNSHIP FIRE DISTRICT

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11. Request for modification to add storage use at SPS Stadium under bleachers – contact BCC and BFS.
12. Request by ACCD to review and make recommendations to all outdated fire and EMS policies, and fire dispatch cards – 12-20-year-old policies, recommendations to be reviewed by ACCD and presented to 911 Policy and Procedure Board. Assemble ad hoc committee, Chiefs' Brink, Hapke, Haverdink, Den Bleyker, and Janik.
13. Grant and funding strategies.
14. Received requests from several donors for funding proposals.
15. Full time staff hiring: now that the height of the season is slowing down, my staff and I will return to the task of posting the three full time position openings, updating the agility test, preparing the written test, and scheduling interviews. As we understood it from the Finance Director the funding was not going to start coming in for these added positions until we receive winter taxes and it was best to wait until later in the year to hire the staff, so we had enough money in the fund balance to afford payroll through the end of the year. Our goal is to have the three new personnel onboarded by January 1st, 2024, if not before.



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Item #11B



Funding Approval Form

September 13th, 2023

ITEM DESCRIPTION:

MMRMA Payment for former Fireboat #2192

PRIORITY:

High

QUALITY FACTORS:

- After Fireboat 2192 sunk and the insurance claim was filed with MMRMA, MMRMA opted not to perform the repairs due to high cost and instead replaced the vessel with Fireboat #2194.
- MMRMA directed the Fire District to have Fireboat 2192 listed for sale with a broker.
- Another fire department, agreed to the contract sales price of \$45,000 via the broker.
- Net proceeds, less sales commission of \$4,500, to Saugatuck Township Fire District in the amount of \$40,500.
- Deduct, as agreed upon, Fire District-owned boat trailer in the amount of \$4,300.
- \$36,200 balance.
- Deduct boat repair starting issues - Invoice #15435 in the amount of \$1,536.35.
- Sea trial, fire pump set-up, and demonstration were conducted by Captain Chris Bernhardt.
- Transportation of the boat and trailer was completed on Chief Greg Janik's own time.
- **Proceeds due to MMRMA from STFD in the amount of \$34,663.65.**

FUNDING SOURCE(S):

Payment received from broker \$40,500.

REQUESTER:

Chief Greg Janik

SAMPLE MOTION:

I _____ motion to authorize Fire District staff to transfer funds to MMRMA for the proceeds of the sale of Fireboat 2192 from the broker in the amount of \$34,663.65.

I _____ 2nd the Motion. (Roll Call Vote)

Fire Board Vote - Date:

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____