



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 – December 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. Special Guest:
 - A. **Closed Session**
 1. Closed session to consider a written legal opinion of the Fire District's attorney, pursuant to MCL 15.268(1)(h)(being Section 8(1)(h) of the Open Meetings Act.
 2. Motion to enter closed session.
 3. Motion to exit closed session.
7. Approval of Minutes:
 - A. **November 20th, 2023**
8. Public Comment on Agenda Items Only (Limit 3 minutes):
9. Request for Payment:
 - A. **Account Payables (*Roll Call Vote*)**
 - B. **Financial Report**
10. 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. **Cost Recovery Update**
 - D. **Grant Awards**
 1. MMRMA RAP Awarded – 50% of Stair Chair – \$1,926.00
 2. MMRMA RAP Received – 50% of Dash Cams - \$5,025.35
 - E. **Hiring Process Update – Testing Completed, Interview scheduling underway.**
11. Unfinished Business:
 - A. **None**
12. New Business:
 - A. **Funding Approval Request – #2120 – Traffic Management Apparatus (TMA).**
 - B. **Heartsafe Community Designation**
 - C. **Schedule of Meetings - 2024**
13. Correspondence:
 - A. **Thank you – Douglas Early Childhood 3 & 4 Schools.**
14. Public Comments: (Limit 3 minutes):
15. Fire Board Comments:
16. 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

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Item #7A



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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 – November 20th, 2023

DRAFT MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 4:01pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: E. Beckman, D. Fox, J. Verplank, S. Phelps, T. Pullen, C. North
ABSENT: S. Aldrich
Also Present: Chief Greg Janik, D.C. Mantels
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 Beckman, 2nd by Fox to approve the agenda as presented. No discussion. Motion passes by unanimous by voice vote.
6. Approval of Minutes:
A. October 16th, 2023
Motion by Phelps, 2nd by Beckman to approve the minutes of the 10/16/2023 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 Pullen to pay the invoices in the amount of \$177,337.89. No discussion.
YAYS: Phelps, Pullen, Beckman, Fox, Verplank, North
NAYS: None
ABSENT: Aldrich
Motion passes: 6:0.
B. Financial Report
i. None
9. Fire Chief Comments:
A. Incident Reports / EMS Report / Calls to Date / Overlapping Calls
 1. 825– runs year to date for 2023
 2. Average response time – 5:55 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. Electric Vehicle Training**
 1. More of these trainings are coming in the future to handle the ever-changing EV fires.
 2. Will be working to obtain some additional equipment via grant funding.
 3. Discussion ensued about the new challenges regarding EV fires.**D. Hiring Process Update – Agility, Written, and Pump Testing is scheduled for 12/2/2023.**
 1. This will be to fill the 3 new positions created in FY 2023-24.



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E. Anonymous Donation Received - \$15,000 to host EMS Classes for STFD Personnel.

1. A thank you letter has already been mailed to the generous donor.

10. Unfinished Business:

A. None

11. New Business:

A. Mutual aid to Schools with no public safety communication systems.

1. Discovered in 2019 that the radios do not work in the schools.
2. Began drafting a House Bill to have radio coverage in schools but it has not gained any traction in Lansing.
3. The local schools were tested as part of the construction projects and Douglas Elementary installed a BDA. Saugatuck Middle/High School will be tested as part of the bond projects.
4. Obtained pricing to test all schools in Allegan County and obtained funding for all AESIA Schools.
5. One of the mutual aid schools has deficiencies in their radio coverage and has refused to get the school tested, raising concerns about putting firefighters into the schools without mission critical communications.
6. The Fire District, mutual aid fire department, along with the county will continue to try and persuade the school board to reconsider their position.
7. Fox suggested that the State or County assemble an educational video that can be shared on the internet and with parent teacher organizations across the state.

12. Correspondence:

A. None

13. Public Comments: (Limit 3 minutes):

A. None

14. Fire Board Comments:

Aldrich – Absent

Beckman – Would like to update the chairs in the training room.

Fox – STR Task Force has concluded their work so it will become an annual inspection and fee structures will be updated to include. Asked if the Bekken donation lettering had been completed and it was.

Verplank – None

Phelps – None

Pullen – Thank you to Chief for all the work he is doing.

North – Had to leave for Douglas City Council meeting at 4:50pm.

15. Adjournment:

A. Meeting adjourned at 5:09pm.

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.

12/14/2023 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 11/21/2023 - 12/18/2023				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
11/24/2023	DD5041(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,923.23
11/24/2023	DD5042(A)	BETTS, MICHAEL	PAYROLL	2,081.89
11/24/2023	DD5043(A)	CAPEL, RILEY	PAYROLL	1,429.02
11/24/2023	DD5044(A)	JANIK, GREG	PAYROLL	2,658.46
11/24/2023	DD5045(A)	MANTELS, CHRISTOPHER	PAYROLL	2,531.72
11/24/2023	DD5046(A)	MEYER, KYLE	PAYROLL	1,776.85
11/24/2023	EFT1352(E)	457 MERS	PAYROLL	1,341.37
11/24/2023	EFT1353(E)	INTERNAL REVENUE SERVICE	PAYROLL	4,380.98
11/24/2023	EFT1354(E)	MERS	PAYROLL	4,850.19
11/24/2023	EFT1355(E)	DEFINED CONTRIBUTION	PAYROLL	1,855.37
11/24/2023	EFT1356(E)	HEALTH SAVINGS PLAN	PAYROLL	758.57
11/24/2023	EFT1357(E)	STATE OF MICHIGAN	PAYROLL	3,205.27
11/30/2023	2967(E)	ARROWASTE	TRASH	83.56
12/08/2023	DD5047(A)	BERNHARDY, CHRISTOPHER	PAYROLL	5,944.63
12/08/2023	DD5048(A)	BETTS, MICHAEL	PAYROLL	2,989.24
12/08/2023	DD5049(A)	CAPEL, RILEY	PAYROLL	1,404.01
12/08/2023	DD5050(A)	GREEN, MICHELLE	PAYROLL	1,880.20
12/08/2023	DD5051(A)	JANIK, GREG	PAYROLL	2,658.44
12/08/2023	DD5052(A)	MANTELS, CHRISTOPHER	PAYROLL	8,387.85
12/08/2023	DD5053(A)	MEYER, KYLE	PAYROLL	4,967.04
12/08/2023	EFT1358(E)	457 MERS	PAYROLL	12,747.60
12/08/2023	EFT1359(E)	INTERNAL REVENUE SERVICE	PAYROLL	20,631.48
12/08/2023	EFT1360(E)	DEFINED CONTRIBUTION	PAYROLL	5,303.91
12/08/2023	EFT1361(E)	SAUGATUCK AREA PROFESSIONAL	PAYROLL	125.00
12/12/2023	20682	PHELPS, DONALD	PAYROLL	44.04
12/12/2023	DD5054(A)	BALES, WENDY	PAYROLL	2,068.90
12/12/2023	DD5055(A)	BECKMAN, ERIC	PAYROLL	43.05
12/12/2023	DD5056(A)	BEEK, HEATHER	PAYROLL	408.03
12/12/2023	DD5057(A)	BERNHARDY, CHRISTOPHER	PAYROLL	416.39
12/12/2023	DD5058(A)	BETTS, MICHAEL	PAYROLL	994.28
12/12/2023	DD5059(A)	BLATT, DAVID	PAYROLL	90.73
12/12/2023	DD5060(A)	BLOK, MICHAEL	PAYROLL	889.25
12/12/2023	DD5061(A)	BRINK, CHAD	PAYROLL	980.26
12/12/2023	DD5062(A)	BRUMMEL, MEL	PAYROLL	176.20
12/12/2023	DD5063(A)	CAPEL, RILEY	PAYROLL	506.94
12/12/2023	DD5064(A)	DALTON, PHIL	PAYROLL	1,539.95
12/12/2023	DD5065(A)	DANIELSON, JOSHUA	PAYROLL	870.29
12/12/2023	DD5066(A)	DEMOND, KALEB	PAYROLL	70.48
12/12/2023	DD5067(A)	ESQUIVEL, BRADLEY	PAYROLL	1,125.58
12/12/2023	DD5068(A)	GARGANO, MARK	PAYROLL	1,175.37
12/12/2023	DD5069(A)	HOSIER, CALEB	PAYROLL	646.60
12/12/2023	DD5070(A)	HUNDERMAN, MARCIE	PAYROLL	1,369.41
12/12/2023	DD5071(A)	JANIK, GREG	PAYROLL	1,879.58
12/12/2023	DD5072(A)	KIRCHERT, ERIK	PAYROLL	607.44
12/12/2023	DD5073(A)	MANTELS, CHRISTOPHER	PAYROLL	972.75
12/12/2023	DD5074(A)	MARR, SEAN	PAYROLL	621.43

12/14/2023	CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT			
	CHECK DATE FROM 11/21/2023 - 12/18/2023			
Check Date	Check	Vendor Name	Description	Amount
12/12/2023	DD5075(A)	MC GOWAN, WILLIAM	PAYROLL	272.84
12/12/2023	DD5076(A)	MEISTE, JAMES	PAYROLL	782.52
12/12/2023	DD5077(A)	MEYER, KYLE	PAYROLL	410.50
12/12/2023	DD5078(A)	MOKMA, WAYNE	PAYROLL	448.92
12/12/2023	DD5079(A)	NORTH, CATHY	PAYROLL	43.04
12/12/2023	DD5080(A)	PULLEN, TARUE	PAYROLL	44.05
12/12/2023	DD5081(A)	SEYMOUR, SCOTT	PAYROLL	760.96
12/12/2023	DD5082(A)	STARRING, LINUS	PAYROLL	803.04
12/12/2023	DD5083(A)	STEVENS, KEVIN	PAYROLL	531.21
12/12/2023	DD5084(A)	TRINKLEIN, KYLE	PAYROLL	345.06
12/12/2023	DD5085(A)	VERPLANK, JANE	PAYROLL	44.05
12/12/2023	DD5086(A)	WETZEL, EVAN	PAYROLL	983.51
12/12/2023	DD5087(A)	WILKINSON, ERIN	PAYROLL	46.76
12/12/2023	EFT1362(E)	457 MERS	PAYROLL	2,079.53
12/12/2023	EFT1363(E)	INTERNAL REVENUE SERVICE	PAYROLL	5,975.80
12/12/2023	EFT1364(E)	DEFINED CONTRIBUTION	PAYROLL	1,594.52
12/12/2023	EFT1365(E)	SAUGATUCK AREA PROFESSIONAL	PAYROLL	125.00
12/18/2023	2968(E)	ACCIDENT FUND	WORKER COMP	12,455.50
12/18/2023	2969(E)	COMCAST	TELEPHONES & INTERNET	323.89
12/18/2023	2970(E)	CONSUMERS ENERGY	FIRE STATION	511.08
12/18/2023	2971(E)	CONSUMERS ENERGY	BOAT DOCK	33.63
12/18/2023	2972(E)	FIRST BANKCARD	SUPPLIES, TRAINING & MAINTENANCE	3,091.89
12/18/2023	2973(E)	KAL LAKE SEWER WATER	WATER	217.92
12/18/2023	2974(E)	MENARDS	SUPPLIES	355.57
12/18/2023	2975(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	115.56
12/18/2023	2976(E)	MCKESSON	MEDICAL SUPPLIES	247.41
12/18/2023	2977(E)	PRIORITY HEALTH	HEALTH INSURANCE	4,821.07
12/18/2023	2978(E)	SHELL	GASOLINE & DIESEL	1,232.14
12/18/2023	2979(A)	AEROS IT GROUP	COMPUTER SERVICES	2,990.98
12/18/2023	2980(A)	ALLEGAN TREASURER	TAX CHARGE BACK	208.36
12/18/2023	2981(A)	ALLIED FIRE SALES & SERVICE LLC	WATER TANK FOLDING	4,380.00
12/18/2023	2982(A)	APPLIED IMAGING	COPIER USE	341.23
12/18/2023	2983(A)	BLOOM SLUGGETT PC	LEGAL FEES	2,121.50
12/18/2023	2984(A)	GROUND MANAGEMENT SOLUTION	LAWN MAINTENANCE	79.00
12/18/2023	2985(A)	IHLE'S SERVICE LLC	2173 OIL CHANGE	325.24
12/18/2023	2986(A)	J & B MEDICAL	MEDICAL SUPPLIES	245.32
12/18/2023	2987(A)	HOLLAND LITHO PRINTING SERVICE	PRINTING	311.46
12/18/2023	2988(A)	MMRMA	INSURANCE	20,155.50
12/18/2023	2989(A)	LORRIE PASTOOR	CLEANING	240.00
12/18/2023	2990(A)	STANDARD	INSURANCE	820.82
12/18/2023	2991(A)	SUMMIT COMPANIES	EXTINGUISHER SERVICE	673.25
12/18/2023	2992(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	316.05
12/18/2023	20683	HAMILTON FIRE	DRONE MAINTENANCE	918.50
12/18/2023	20684	IHLE AUTO PARTS	SUPPLIES	2,409.32
12/18/2023	20685	WINDWOOD PROPERTY SERVICES L	LAWN MAINTENANCE	530.00
12/18/2023	20686	OVERISEL LUMBER CO	SUPPLIES	56.03

12/14/2023		CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT		
CHECK DATE FROM 11/21/2023 - 12/18/2023				
Check Date	Check	Vendor Name	Description	Amount
Total of 92 Checks:				189,232.36
Less 0 Void Checks:				0.00
Total of 92 Disbursements:				189,232.36

Item #9A

Vendor Name	Description	Amount
1. ACCIDENT FUND		
	WORKER COMP	12,455.50
2. AEROS IT GROUP		
	COMPUTER SERVICES	821.00
	COMPUTER SERVICES	2,169.98
	TOTAL	2,990.98
3. ALLEGAN TREASURER		
	TAX CHARGE BACK	208.36
4. ALLIED FIRE SALES & SERVICE LLC		
	WATER TANK FOLDING	4,380.00
5. APPLIED IMAGING		
	COPIER USE	287.94
	SUPPLIES	53.29
	TOTAL	341.23
6. ARROWASTE		
	TRASH	83.56
7. BLOOM SLUGGETT PC		
	LEGAL FEES	2,121.50
8. COMCAST		
	TELEPHONES & INTERNET	323.89
9. CONSUMERS ENERGY		
	FIRE STATION	511.08
	BOAT DOCK	33.63
	TOTAL	544.71
10. FIRST BANKCARD		
	SUPPLIES, TRAINING & MAINTENANCE	3,091.89
11. GROUND MANAGEMENT SOLUTIONS LLC		
	LAWN MAINTENANCE	79.00
12. HAMILTON FIRE		
	DRONE MAINTENANCE	918.50
13. HOLLAND LITHO PRINTING SERVICE		
	PRINTING	311.46
14. IHLE AUTO PARTS		
	SUPPLIES	2,409.32
15. IHLE'S SERVICE LLC		
	2172 OIL CHANGE	162.62
	2173 OIL CHANGE	162.62
	TOTAL	325.24
16. J & B MEDICAL		
	MEDICAL SUPPLIES	245.32
17. KAL LAKE SEWER WATER		
	WATER	217.92
18. LORRIE PASTOOR		
	CLEANING	240.00
19. MCKESSON		
	MEDICAL SUPPLIES	144.01
	MEDICAL SUPPLIES	103.40
	TOTAL	247.41
20. MENARDS		
	SUPPLIES	355.57
21. MICHIGAN GAS UTILITIES		
	NATURAL GAS	115.56
22. MMRMA		
	INSURANCE	17,655.50
	INSURANCE	2,500.00

Vendor Name	Description	Amount
TOTAL		20,155.50
23. OVERISEL LUMBER CO	SUPPLIES	56.03
24. PRIORITY HEALTH	HEALTH INSURANCE	4,821.07
25. SHELL	GASOLINE & DIESEL	1,232.14
26. STANDARD	INSURANCE	820.82
27. SUMMIT COMPANIES	EXTINGUISHER SERVICES	656.00
	EXTINGUISHER SERVICE	17.25
TOTAL		673.25
28. WEST MICHIGAN UNIFORM	SHOP TOWELS	316.05
29. WINDWOOD PROPERTY SERVICES LLC	LAWN MAINTENANCE	530.00
TOTAL - ALL VENDORS		60,611.78
FUND TOTALS:		
Fund 206 - FIRE FUND		60,115.78
Fund 210 - REGIONAL TRAINING CENTER		496.00

PERIOD ENDING 12/31/2023

Item #9B

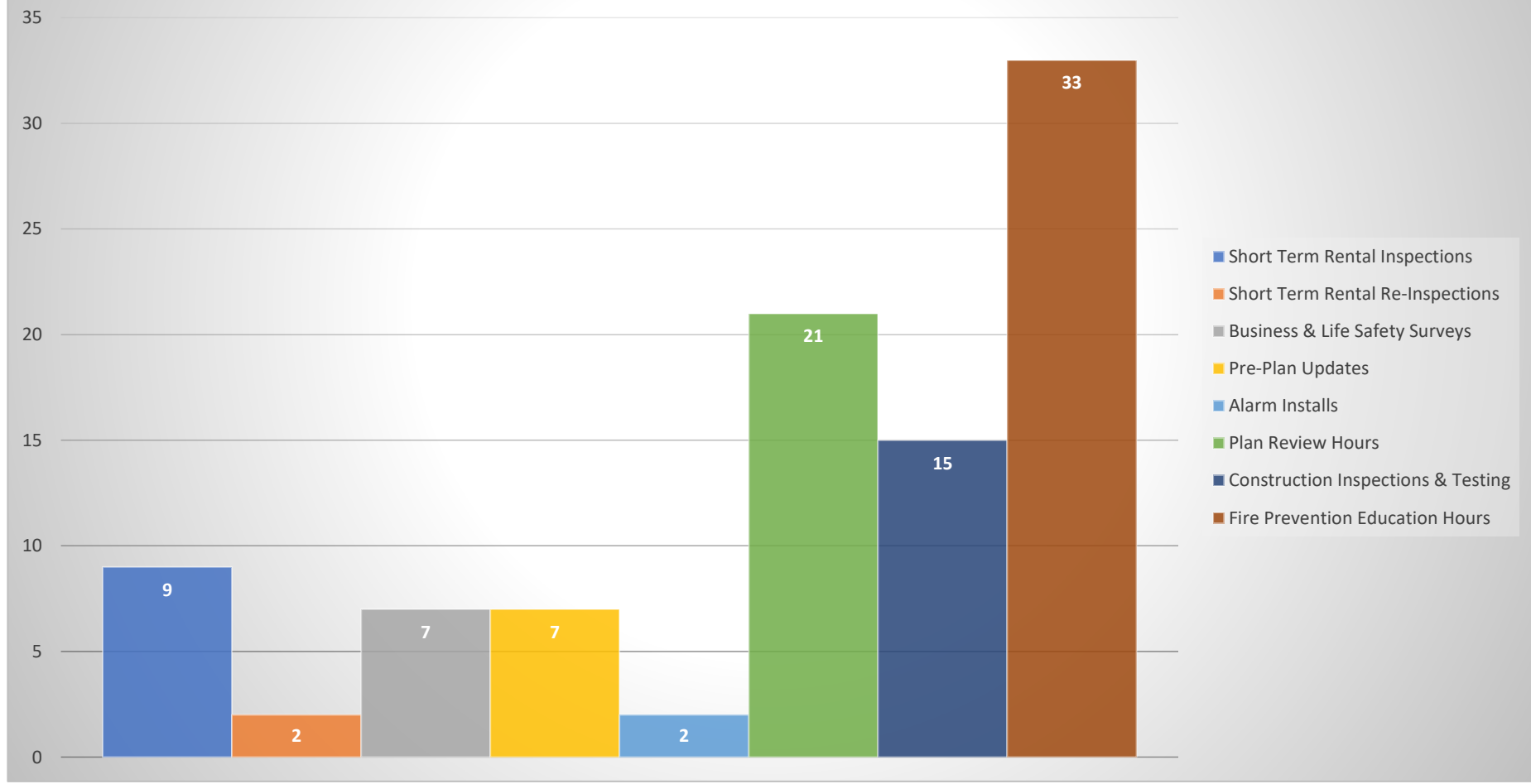
		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 12/31/2023	BALANCE	% BDGT
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	SAUGATUCK CITY	517,000.00	14,404.93	14,404.93	502,595.07	2.79
206-000-402.000	SAUGATUCK TOWNSHIP	1,072,000.00	208.36	0.00	1,071,791.64	0.02
206-000-403.000	DOUGLAS CITY	546,000.00	248.51	248.51	545,751.49	0.05
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	13,200.00	75.00	(12,200.00)	1,320.00
206-000-465.000	COST RECOVERY	1,000.00	10,803.33	0.00	(9,803.33)	1,080.33
206-000-560.000	GRANTS & DONATIONS	1,000.00	27,922.68	5,025.45	(26,922.68)	2,792.27
206-000-665.000	INTEREST	1,000.00	6,639.56	0.00	(5,639.56)	663.96
206-000-685.000	SALES OF ASSETS	0.00	4,300.00	0.00	(4,300.00)	100.00
Total Dept 000		2,140,000.00	78,347.37	19,753.89	2,061,652.63	3.66
TOTAL REVENUES		2,140,000.00	78,347.37	19,753.89	2,061,652.63	3.66
Expenditures						
Dept 336 - FIRE FUND						
206-336-702.000	BOARD SALARY	5,000.00	1,300.00	250.00	3,700.00	26.00
206-336-704.000	CHIEF SALARY	118,000.00	46,538.47	4,230.77	71,461.53	39.44
206-336-705.000	OFFICER SALARIES	9,650.00	2,958.41	645.85	6,691.59	30.66
206-336-708.000	CAREER FIREFIGHTER	575,000.00	224,742.66	57,079.22	350,257.34	39.09
206-336-709.000	OPERATIONAL WAGES	100,000.00	40,477.34	8,697.41	59,522.66	40.48
206-336-709.500	PAID ON CALL STIPEND	95,000.00	41,738.40	8,401.54	53,261.60	43.94
206-336-710.000	FIRE CALLS	70,000.00	25,218.15	8,170.13	44,781.85	36.03
206-336-711.000	MEDICAL CALLS	32,000.00	16,281.38	1,464.73	15,718.62	50.88
206-336-712.000	TRAINING	48,000.00	8,300.14	1,529.91	39,699.86	17.29
206-336-713.000	SPECIAL EVENTS	12,000.00	12,538.60	207.42	(538.60)	104.49
206-336-720.000	PAYROLL TAXES	98,000.00	32,111.72	6,923.42	65,888.28	32.77
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	140,000.00	49,064.12	6,691.89	90,935.88	35.05
206-336-722.000	WORKER COMP INSURANCE	100,000.00	43,041.50	12,455.50	56,958.50	43.04
206-336-723.000	RETIREMENT	142,000.00	55,632.57	8,320.28	86,367.43	39.18
206-336-727.000	OPERATING SUPPLIES	25,000.00	4,460.27	2,454.55	20,539.73	17.84
206-336-728.000	GAS & OIL	20,000.00	8,780.07	1,792.29	11,219.93	43.90
206-336-730.000	PROFESSIONAL SERVICES	30,000.00	22,207.00	2,361.50	7,793.00	74.02
206-336-742.000	TESTING, REPAIR & REPLACEMENT	20,000.00	6,755.15	9.48	13,244.85	33.78
206-336-745.000	STATION TOOLS	3,250.00	1,028.25	323.43	2,221.75	31.64
206-336-746.000	FIRE FIGHTER TOOLS	13,000.00	9,116.98	1,118.47	3,883.02	70.13
206-336-751.000	PHONES	13,500.00	5,663.09	640.78	7,836.91	41.95
206-336-752.000	UTILITIES	20,000.00	5,532.76	878.19	14,467.24	27.66
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	55,000.00	28,749.95	3,601.48	26,250.05	52.27
206-336-761.000	BOAT MAINTENANCE	19,000.00	5,918.19	179.90	13,081.81	31.15
206-336-762.000	RADIO & PAGER R&R	10,000.00	9,182.71	15.97	817.29	91.83
206-336-763.000	BUILDING REPAIR & MAINTENANCE	30,000.00	4,912.13	1,152.88	25,087.87	16.37
206-336-764.000	BUILDING SECURITY	2,000.00	1,669.20	113.20	330.80	83.46
206-336-767.000	DUES & SUBSCRIPTIONS	4,000.00	1,375.00	855.00	2,625.00	34.38
206-336-770.000	OFFICE EXPENSES	12,000.00	3,806.74	583.89	8,193.26	31.72
206-336-771.000	TECHNOLOGY	23,000.00	16,745.19	4,006.15	6,254.81	72.81
206-336-775.000	BUILDING INSPECTIONS	2,500.00	75.00	0.00	2,425.00	3.00
206-336-780.000	UNIFORMS	15,000.00	4,642.78	21.84	10,357.22	30.95
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	3,927.99	1,357.00	29,072.01	11.90
206-336-791.000	MEDICAL SUPPLY	20,000.00	2,882.32	492.73	17,117.68	14.41
206-336-795.000	COMMUNITY RISK REDUCTION	15,000.00	8,453.68	1,699.05	6,546.32	56.36
206-336-796.000	PHYSICALS	15,000.00	0.00	0.00	15,000.00	0.00

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PERIOD ENDING 12/31/2023

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	12/31/2023	MONTH 12/31/2023	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Expenditures						
206-336-815.000	GENERAL INSURANCE	35,000.00	38,073.00	20,155.50	(3,073.00)	108.78
206-336-861.000	TAX CHARGE BACK	1,000.00	208.36	208.36	791.64	20.84
206-336-985.000	LONG TERM CAPITAL	83,100.00	37,054.91	4,380.00	46,045.09	44.59
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	831,164.18	173,469.71	1,308,835.82	38.84
TOTAL EXPENDITURES		2,140,000.00	831,164.18	173,469.71	1,308,835.82	38.84
Fund 206 - FIRE FUND:						
TOTAL REVENUES		2,140,000.00	78,347.37	19,753.89	2,061,652.63	3.66
TOTAL EXPENDITURES		2,140,000.00	831,164.18	173,469.71	1,308,835.82	38.84
NET OF REVENUES & EXPENDITURES		0.00	(752,816.81)	(153,715.82)	752,816.81	100.00

Department of Fire Prevention
Monthly Report to Fire Board
November 2023 to December 2023



MICHIGAN FATAL FIRE STATISTICS 2023



2023 Current Fire Deaths

111 Deaths in 103 Fires

(as of December 13, 2023)

1% Increase in Deaths YTD

Compared to 2017-2022 Average

11% Increase in Fires YTD

Compared to 2017-2022 Average

Victims

63% Male / 37% Female

25% Reported as Disabled

5% Reported as on Oxygen

64% Between 40 and 79 Years Old



Location and Cause

Reported Areas of Origin

#1 Bedroom (31%)

#2 Living Area (28%)

#3 Kitchen (14%)

Reported Fire Causes

#1 Smoking (38%)

#2 Heating (18%)

#2 Cooking (14%)

Alarm Status

No Working Alarms (53% Fires / 53% Victims)

Working Alarms (27% Fires / 27% Victims)

Unknown Status (20% Fires / 20% Victims)



Time and Day

Deadliest Time of Day

6am - 6pm = 36%

6pm - 6am = 64%

Deadliest Day of Week (Deaths)

#1 Sunday (21%)

#2 Monday (17%)

#3 Thursday (17%)



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township

Item #12A



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

December 7th, 2023

Funding Approval Form

ITEM DESCRIPTION:

Truck #2120 – Purchase 2025 Freightliner / Royal Truck – Traffic Management Apparatus (TMA)

PRIORITY:

High

QUALITY FACTORS:

Since 2019, our firefighters responded to 207 incidents on highways, exposing them to significant risks due to fast-moving traffic and increased traffic volume. This represents 1,198 personnel who were exposed and at risk on the roadways. A dedicated Traffic Management Apparatus (TMA) will serve as a mission-critical tool to ensure the safety of not only our personnel, but the safety of all first responders, including the motoring public, law enforcement, wrecker operators, and mutual aid fire departments during roadway operations. Our current method of cone deployment involves personnel walking down the roadway protected by a tanker truck & arrow board following them. As distracted driving and other challenges increase, we have had many near-miss incidents where personnel were nearly hit.

Additionally, if one of the tanker/pumpers was hit in a collision and sustained substantial damage beyond repair, a replacement would currently cost over \$750,000 each and would take 24 months to build. Our insurance carrier, MMRMA, will not provide replacement cost value coverage on our tanker/pumpers because they exceed 15 years old, and coverage is limited to actual cash value. The TMA truck will not only protect all first responders but also our costly apparatus. The Scorpion MASH attenuator is also designed to protect the motoring public if they were to collide with the attenuator. The proposed truck will be equipped with state-of-the-art traffic control devices, emergency lighting, and communication systems to facilitate quick and effective response to incidents on the highway and other roadways.

By investing in this TMA truck, we will be achieving the core mission to significantly reduce the risk of accidents and injuries to our personnel and all first responders during highway incidents. This proactive measure aligns with our commitment to community risk reduction by minimizing risks and improving the for all of the motoring public that transit roadways within the Fire District.

We have diligently researched suitable TMA truck options and estimated the total cost, including necessary equipment and customization, to be \$201,273.52. We kindly request your support in securing funding for this mission-critical apparatus for our emergency incident response system. We are available to provide additional information or discuss this proposal further at your convenience.

VIDEO LINKS:

Function of the personnel bucket for cone deployment and the MASH attenuator can be viewed here of a similar truck. - https://www.youtube.com/watch?v=B9Yx_1d0--U



SAUGATUCK TOWNSHIP FIRE DISTRICT

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The MASH Attenuator in action demonstrates how this truck will protect Fire District personnel as well as apparatus. It can be seen at this link - <https://www.youtube.com/watch?v=WzgnrVBXZ0I>

FUNDING SOURCE(S):

\$55,000 - Capital Plan – 2023/24 Fiscal Year

\$55,000 – Capital Plan – 2024/25 Fiscal Year

\$85,000 – Donation

\$5,000 – Donation

TBD – MMRMA Grant applied for, and more donations will be sought.

COST:

\$201,273.52

\$10,063.67 – 5% Contingency

Total = \$211,336.99

REQUESTERS:

Chief Greg Janik and Deputy Chief Chris Mantels

SAMPLE MOTION:

I _____ motion to authorize Fire District staff to execute the contract and agreements with Royal Truck and Equipment, for the purchase of the 2025 Freightliner / Royal Truck Custom Traffic Management Apparatus, including the 5% contingency, with a not to exceed the amount of \$211,336.99.

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

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____



This picture is intended to be an example only, not actual size, paint color, or body configuration.



"Serving with Honor & Integrity"

Item #12A

ALLEGAN COUNTY SHERIFF'S OFFICE

640 RIVER STREET • ALLEGAN, MICHIGAN 49010-9501

www.allegancounty.org/sheriff

Main Number269.673.0500

Administration269.673.0510

Fax269.673.0406

Jail Administration.....269.673.0530

Fax269.673.0273

December 15, 2023

To: Whom it may concern

From: Undersheriff Mike Larsen

Greetings,

It has been brought to my attention that a request for funds to purchase a truck furnished with Traffic Management Apparatus (TMA) will soon be submitted to the Saugatuck Township Fire District (STFD).

The Allegan County Sheriff's Office works closely with STFD in many ways, but none are more dangerous than emergencies along the I-196 corridor. One of our shared goals is to keep as many lanes open as possible during emergency response. This is in order to allow commerce and travel to have minimal interruptions.

In order to keep as many lanes open as possible, it is inevitable that public safety personnel and equipment, along with wreckers and other utility workers will be perilously close to passing motorists. Distracted or impaired drivers present hazards beyond the scene itself.

For non-criminal incidents along roadways, the role of the Sheriff's Office is generally traffic control. Assisting STFD on their scenes will always be a commitment of ours. In my years with the Sheriff's Office, countywide, I can think of at least 5 vehicles that were totaled when struck while sitting stationary with lights on in order to alert drivers and slow them down. In 2 of these incidents, career ending injuries were sustained by the on-scene deputies.

The safety features and visibility built into a TMA equipped truck will not only save lives, but will assuredly reduce the risk of impact from passing motorists.

The Sheriff's Office wholeheartedly supports the addition of a TMA equipped truck to the resources deployed in serving our community.

Thank you for your consideration.

Respectfully,

Undersheriff Mike Larsen

Allegan County Sheriff's Office

GRAAFSCHAP FIRE DEPARTMENT

4534 60TH STREET
HOLLAND, MI 49423
Email: chief@graafschapfire.org
Office 616 396-4060



Smoke Alarms Save Lives

12/12/2023

Saugatuck Township Fire District Board
3342 Blue Star Highway
Saugatuck, MI 49453

Ref. Attenuator Truck

Fire Board members and Chief Janik,

Please accept this letter as Graafschap Fire Departments support of the concept and possible purchase of an attenuator truck to assist with scene safety at traffic incidents. As the area grows the traffic incidents have increased significantly which increases the chance of an incident involving a fire department vehicle.

Using existing apparatus to serve as a traffic blocker can be detrimental to the safety of the residents if a blocking apparatus is involved in an incident and damaged beyond use. The build time for a new apparatus can be up to three years, leaving the response area vulnerable with vehicles that are not in-service.

The purchase of a sacrificial vehicle designed to protect first responders from the rear impact of a distracted driver is a good use of funds and can mitigate the potential damage to expensive fire department apparatus.

Best Regards,

Doug DenBleyker, Fire Chief
Graafschap Fire Department



HAMILTON FIRE DEPARTMENT

3440 M-40, P.O. Box 274 • Hamilton, MI 49419
(269) 751-4444 • hamfirres@yahoo.com

Item #12A

December 11, 2023

Chief Greg Janik

Saugatuck Fire Department

Saugatuck, Michigan 49453

Chief Janik,

The Hamilton Fire Department fully supports your efforts to purchase a traffic attenuator vehicle.

As we have spoken over the last few years traffic safety on our highways is a major concern, for not only our personnel, but also for the public at large.

Traffic speeds are increasing, drivers are impatient, and distracted by all the technology in their vehicles. We in Hamilton focus on how quickly and safely we can re-direct traffic patterns to keep traffic moving in a safe manner.

Traffic studies have shown simple closing a roadway cause more problems, than re-directing traffic, and keep traffic moving.

The proposed attenuator vehicle equipment with signage, and traffic, cones would be an invaluable tool in our pursuit of creating a safe zone, when we are called upon on our highways.

David Haverdink

Chief

Hamilton Fire Department

Hamilton, Michigan



SAUGATUCK TOWNSHIP FIRE DISTRICT

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Item #12B



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

Fire District Board - Agenda Item Report

FROM: Deputy Chief Chris Mantels

MEETING DATE: December 18th, 2023

SUBJECT: HEARTSafe Community

DESCRIPTION:

HEARTSafe Communities is a program designed to promote survival from sudden out-of-hospital cardiac arrest. It is a general concept focused upon strengthening the "chain of survival" as described by the American Heart Association; it recognizes efforts by individual communities to improve their systems for preventing sudden cardiac arrest from becoming irreversible death.

Becoming a HEARTSafe Community has a total of 13 elements the Fire District must work to achieve:

1. Establishing a High-Performance Lead Agency and Community Team
2. Using Data to Drive Regional Strategies and Localized Tactics
3. Trained Citizen Rescuers
4. Recognizing and Celebrating the Actions of Rescuers
5. Educated and Responsive Citizens
6. Telephone Guided CPR and Utilization of AEDs.
7. Planned and Practiced Response to Sudden Cardiac Arrest
8. Strategically Placed and 24/7 Accessible AEDs
9. 911 Integrated AED Registry
10. First Responder Defibrillation
11. High Performance Resuscitation
12. Quality Improvement and Public Reporting
13. Meaningful Primary and Secondary Health Promotion and Prevention

As we continue to prioritize the safety and well-being of our tri-community members, becoming a HeartSafe Community aligns seamlessly with our commitment to enhancing public health and emergency response capabilities. This designation not only signifies our dedication to cardiac care but also serves as a testament to the proactive measures we are taking to create a safer environment for all residents. Additionally, this will showcase our Fire District's proactive approach to community risk reduction. I believe that achieving this designation will contribute significantly to the overall well-being of our residents and visitors alike.

While some of the Heartsafe program will be coordinated by Fire District staff, the program is more about creating community partnerships with other organizations such as the Health Department, Holland Hospital, Rotary Club, community volunteers, etc.

SAMPLE MOTION:

I _____ motion to approve the Saugatuck Township Fire District Staff moving forward with completing the necessary steps to achieve the HEARTSafe Community designation for the Saugatuck Township Fire District coverage area. I _____ 2nd the Motion. (Roll Call Vote)



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

Fire District Board - Agenda Item Report

FROM: Deputy Chief Chris Mantels

MEETING DATE: December 18th, 2023

SUBJECT: Fire Board Schedule of Meetings for 2024

DESCRIPTION:

The Fire District is required to post a meeting schedule including dates, times, locations of the regular meetings. The proposed meeting schedule has been enclosed in the board packets for review.

SAMPLE MOTION:

I _____ motion to approve the Saugatuck Township Fire District Fire District Administrative Board Schedule of Meetings for 2024 as presented. I _____ 2nd the Motion. (Roll Call Vote)



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



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

SAUGATUCK TOWNSHIP FIRE DISTRICT FIRE DISTRICT ADMINISTRATIVE BOARD SCHEDULE OF MEETINGS

Meetings are held at
Saugatuck Township Fire District, 3342 Blue Star Highway, Saugatuck, MI 49453
at **4:00 p.m.** on the 3rd Monday of each Month.

2024 Fire Board Meeting Dates

- Monday January 15, 2024 —
- Monday February 19, 2024 —
- Monday March 18, 2024 —
- Monday April 15, 2024 —
- Monday May 20, 2024 —
- Monday June 17, 2024 —
- Monday July 15, 2024 —
- Monday August 19, 2024 —
- Monday September 16, 2024 —
- Monday October 21, 2024 —
- Monday November 18, 2024 —
- Monday December 16, 2024 —

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.



THANK YOU
Firefighters

PIC•COLLAGE

Page 21 of 21

Item #13A

J y d h e y

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Chahio + te

Hoyden

AMEIIO SHEH

Mc Jess

Mc Kirstin