



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 – March 18th, 2024

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. **February 19th, 2024**
 - B. **February 19th, 2024 – Closed Session**
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. **Cost Recovery Update**
 1. **Incident #240051 – Received \$5,410.00 payment.**
 - D. **Grant Awards**
 1. **MMRMA RAP Grant Awarded - \$20,000.00 for Attenuator Truck**
 - E. **MPSCS Interoperability Conference – School Safety**
10. Unfinished Business:
 - A. **Funding Approval Request – #2120 – Traffic Management Apparatus (TMA).**
 - B. **Douglas Hydrant Survey Update**
 - C. **Special Event Fee Structure**
11. New Business:
 - A. **Performance Review Timetable – Chief Janik**
 - B. **2023 Year End Apparatus / Truck Maintenance Review**
12. Correspondence:
 - A. **Thank you – Prins Family**
13. Public Comments: (Limit 3 minutes):
14. Fire Board Comments:
15. Adjournment:

NOTICE

Requests for accommodation 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



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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 – February 19th, 2024

DRAFT MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 4:01pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps, T. Pullen, F. Ray
ABSENT: None
Also Present: Chief Greg Janik, D.C. Mantels, W. Bales, 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 Pullen 2nd by Phelps to approve the agenda as presented. No discussion. Motion passes by unanimous by voice vote.
6. Welcome New Member & Swearing in Oath of Office – Fran Ray
A. New City of the Village of Douglas Representative Fran Ray was sworn in by Chief Greg Janik.
7. Approval of Minutes:
A. January 15th, 2024
Motion by Pullen 2nd by Aldrich to approve the minutes of the 1/15/2024 regular meeting as presented. No discussion. Motion passes by unanimous by voice vote.
B. December 18th, 2023 – Closed Session
Motion by Beckman 2nd by Fox to approve the minutes of the 12/18/2023 closed session meeting as presented. No discussion. Motion passes by unanimous by voice vote.
8. Public Comment on Agenda Items Only (Limit 3 minutes):
A. None
9. Request for Payment:
A. Account Payables (*Roll Call Vote*)
Motion by Phelps 2nd by Pullen to pay the invoices in the amount of \$174,785.90. No discussion.
YAYS: Phelps, Pullen, Aldrich, Beckman, Fox, Verplank, Ray
NAYS: None
ABSENT: None
Motion passes: 7:0.
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. Incidents - 88 year to date
 2. Average Response Time year to date – 6:47**B. Community Risk Reduction**
 1. Department of Fire Prevention – Monthly Report
 2. Michigan Fire Inspectors Society - Fatal Fire Statistics**C. CVB Special Event Coordinator – April Gundy**
D. Cost Recovery Update



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1. Incident #240045 – Received \$3,235.00 payment.
2. Incident #240049/50 – Received \$5,967.50 payment.
3. Incident #240051 – Received \$5,410.00 payment.

E. Grant Awards

F. Hiring Process Update – Selections made, new hire onboarding has commenced.

1. One started on 2/9, and the others will start on 2/21 and 2/22 respectively.
2. The three new full-time hires are Phil Dalton, Caleb Hosier, and Kevin Stevens.

11. Unfinished Business:

A. Funding Approval Request – #2120 – Traffic Management Apparatus (TMA).

B. Ambulance Study Group 2.0 Update

1. The group met with a local vendor and is waiting for them to return to the group with a proposal for a six-month trial period.

12. New Business:

A. Funding Approval Request – VOIP Phone System (*Roll Call Vote*)

Motion by Beckman, 2nd by Aldrich to authorize Fire District staff to purchase the replacement VOIP Phone System through AEROS IT Group with a not to exceed amount of \$8,730.00.

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

NAYS: None

ABSENT: None

Motion passes: 7:0.

B. Funding Approval Request - #2111 Compartment Modifications (*Roll Call Vote*)

Motion by Pullen 2nd by Phelps to authorize the Fire Chief to hire Spencer Manufacturing to modify engine 2111 cabinets and install necessary tool and equipment holders as specified for a not-to-exceed amount of \$19,000.00 (with a 10% contingency)

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

NAYS: None

ABSENT: None

Motion passes: 7:0.

C. Replacement of Totaled Truck #2172 Discussion - Allocate a not to exceed amount (*Roll Call Vote*)

Discussion ensued about the need to have a transport capable apparatus.

Motion by Fox 2nd by Beckman to approve Fire District staff to execute the purchase of the 2009 Spartan Braun Heavy Rescue Transport Capable Apparatus in Jefferson, NC pending on-site inspection with a not to exceed amount of \$42,000. No further discussion.

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

NAYS: None

ABSENT: None

Motion passes: 7:0.

D. Rental Fee Structure (*Roll Call Vote*)

Motion by Beckman 2nd by Aldrich to approve the Saugatuck Township Fire District amending the inspection fee structure for Short Term Rentals to \$175.00 for the first inspection and \$125.00 for each re-inspection effective July 1st, 2024.

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

NAYS: None

ABSENT: None

Motion passes: 7:0.



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E. Hydrant Clearing Plan

1. The hydrant clearing plan was drafted in 2015 at the request of then Fire Board member Hank Zavislak.
2. KLSWA is responsible for clearing all hydrants in the Blue Star Corridor.
3. The municipalities are responsible for clearing all the other hydrants in their jurisdiction due to them owning the infrastructure.
4. The KLSWA manager is changing their position on how KLSWA clears hydrants after 8 years of the plan's implementation.
5. Douglas manager would like to make the hydrant clearing plan an SOP.

F. Donation Received – George Supp Estate - \$80,000 for Attenuator Truck

1. First check was received, awaiting another \$5,000.00.

G. Special Event Fee Structure

1. Discussion ensued regarding special event costs.
2. Will continue the discussion on another day.

H. 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.
Motion by Phelps 2nd by Aldrich to enter into 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.

YAYS: Phelps, Aldrich, Beckman, Fox, Verplank, Pullen, Ray.

NAYS: None

ABSENT: None

Motion passes: 7:0.

Entered Closed Session at 6:02pm

3. Motion to exit closed session.

Returned to Open Session at 6:31pm.

13. Correspondence:

- A. Township – BLS Transport Letter
- B. Thank you – Isiah H
- C. Thank you – Mr. Williams

14. Public Comments: (Limit 3 minutes):

- A. None

15. Fire Board Comments:

- Aldrich – None
Beckman – None
Fox – None
Verplank – None
Phelps - None
Pullen – None
Ray - None

16. Adjournment:

- A. Meeting adjourned at 6:34pm.

NOTICE

Requests for accommodation 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.

03/14/2024 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT					
CHECK DATE FROM 02/20/2024 - 03/18/2024					
Check Date	Check	Vendor Name	Description	Amount	
Bank MAC MACATAWA BANK					
02/21/2024	20703	FARMHOUSE DELI	APPRECIATION DINNER	4,375.00	
02/29/2024	3058(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	107.11	
02/29/2024	3059(E)	ELITE AMBULANCE SALES	TRANSPORT TRUCK	40,000.00	
02/29/2024	3060(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	554.51	
03/01/2024	DD5200(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,914.36	
03/01/2024	DD5201(A)	BETTS, MICHAEL	PAYROLL	2,065.40	
03/01/2024	DD5202(A)	CAPEL, RILEY	PAYROLL	1,407.93	
03/01/2024	DD5203(A)	DALTON, PHIL	PAYROLL	568.58	
03/01/2024	DD5204(A)	GREEN, MICHELLE	PAYROLL	809.67	
03/01/2024	DD5205(A)	JANIK, GREG	PAYROLL	2,666.30	
03/01/2024	DD5206(A)	MANTELS, CHRISTOPHER	PAYROLL	2,514.56	
03/01/2024	DD5207(A)	MEYER, KYLE	PAYROLL	1,767.99	
03/01/2024	DD5208(A)	STEVENS, KEVIN	PAYROLL	1,126.88	
03/01/2024	EFT1400(E)	457 MERS	PAYROLL	1,551.37	
03/01/2024	EFT1401(E)	INTERNAL REVENUE SERVICE	PAYROLL	5,005.84	
03/01/2024	EFT1402(E)	DEFINED CONTRIBUTION	PAYROLL	2,000.75	
03/01/2024	EFT1403(E)	SAUGATUCK AREA PROFESSIONAL	PAYROLL	200.00	
03/11/2024	20683	PHELPS, DONALD	PAYROLL	44.04	
03/11/2024	DD5209(A)	ALDRICH, STACEY	PAYROLL	43.04	
03/11/2024	DD5210(A)	BALES, WENDY	PAYROLL	1,899.96	
03/11/2024	DD5211(A)	BECKMAN, ERIC	PAYROLL	43.04	
03/11/2024	DD5212(A)	BEEK, HEATHER	PAYROLL	126.67	
03/11/2024	DD5213(A)	BERNHARDY, CHRISTOPHER	PAYROLL	221.96	
03/11/2024	DD5214(A)	BETTS, MICHAEL	PAYROLL	201.95	
03/11/2024	DD5215(A)	BLATT, DAVID	PAYROLL	267.70	
03/11/2024	DD5216(A)	BLOK, MICHAEL	PAYROLL	890.29	
03/11/2024	DD5217(A)	BRINK, CHAD	PAYROLL	833.03	
03/11/2024	DD5218(A)	CAPEL, RILEY	PAYROLL	208.91	
03/11/2024	DD5219(A)	DALTON, PHIL	PAYROLL	1,178.15	
03/11/2024	DD5220(A)	DANIELSON, JOSHUA	PAYROLL	305.55	
03/11/2024	DD5221(A)	ESQUIVEL, BRADLEY	PAYROLL	484.11	
03/11/2024	DD5222(A)	GARGANO, MARK	PAYROLL	931.51	
03/11/2024	DD5223(A)	GREEN, MICHELLE	PAYROLL	82.27	
03/11/2024	DD5224(A)	GROENDYKE, BRET	PAYROLL	174.20	
03/11/2024	DD5225(A)	HOSIER, CALEB	PAYROLL	498.68	
03/11/2024	DD5226(A)	HUNDERMAN, MARCIE	PAYROLL	1,634.58	
03/11/2024	DD5227(A)	JANIK, GREG	PAYROLL	698.32	
03/11/2024	DD5228(A)	KIRCHERT, ERIK	PAYROLL	722.09	

03/14/2024 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT					
CHECK DATE FROM 02/20/2024 - 03/18/2024					
Check Date	Check	Vendor Name	Description	Amount	
03/11/2024	DD5229(A)	MANTELS, CHRISTOPHER	PAYROLL	1,085.67	
03/11/2024	DD5230(A)	MARR, SEAN	PAYROLL	574.78	
03/11/2024	DD5231(A)	MEISTE, JAMES	PAYROLL	757.54	
03/11/2024	DD5232(A)	MEYER, KYLE	PAYROLL	452.29	
03/11/2024	DD5233(A)	MOKMA, WAYNE	PAYROLL	449.79	
03/11/2024	DD5234(A)	PULLEN, TARUE	PAYROLL	44.04	
03/11/2024	DD5235(A)	SEYMOUR, SCOTT	PAYROLL	845.14	
03/11/2024	DD5236(A)	STARRING, LINUS	PAYROLL	1,095.81	
03/11/2024	DD5237(A)	STEVENS, KEVIN	PAYROLL	178.76	
03/11/2024	DD5238(A)	VERPLANK, JANE	PAYROLL	44.04	
03/11/2024	DD5239(A)	WETZEL, EVAN	PAYROLL	997.94	
03/11/2024	DD5240(A)	WILKINSON, ERIN	PAYROLL	252.50	
03/11/2024	EFT1404(E)	457 MERS	PAYROLL	1,602.97	
03/11/2024	EFT1405(E)	INTERNAL REVENUE SERVICE	PAYROLL	4,734.16	
03/11/2024	EFT1406(E)	DEFINED CONTRIBUTION	PAYROLL	1,228.79	
03/11/2024	EFT1407(E)	SAUGATUCK AREA PROFESSIONAL	PAYROLL	450.00	
03/11/2024	STUB110(A)	DYKSTRA, TOM	PAYROLL	0.00	
03/15/2024	DD5241(A)	BERNHARDY, CHRISTOPHER	PAYROLL	1,939.36	
03/15/2024	DD5242(A)	BETTS, MICHAEL	PAYROLL	2,090.40	
03/15/2024	DD5243(A)	CAPEL, RILEY	PAYROLL	1,432.92	
03/15/2024	DD5244(A)	DALTON, PHIL	PAYROLL	1,150.57	
03/15/2024	DD5245(A)	GREEN, MICHELLE	PAYROLL	1,555.04	
03/15/2024	DD5246(A)	HOSIER, CALEB	PAYROLL	1,140.25	
03/15/2024	DD5247(A)	JANIK, GREG	PAYROLL	2,666.30	
03/15/2024	DD5248(A)	MANTELS, CHRISTOPHER	PAYROLL	2,539.57	
03/15/2024	DD5249(A)	MEYER, KYLE	PAYROLL	1,792.98	
03/15/2024	DD5250(A)	STEVENS, KEVIN	PAYROLL	1,172.13	
03/15/2024	EFT1408(E)	457 MERS	PAYROLL	1,696.75	
03/15/2024	EFT1409(E)	INTERNAL REVENUE SERVICE	PAYROLL	5,833.22	
03/15/2024	EFT1410(E)	DEFINED CONTRIBUTION	PAYROLL	2,146.13	
03/15/2024	EFT1411(E)	SAUGATUCK AREA PROFESSIONAL	PAYROLL	50.00	
03/18/2024	3061(E)	ACCIDENT FUND	WORKER COMP	12,455.50	
03/18/2024	3062(E)	ARROWASTE	TRASH	82.30	
03/18/2024	3063(E)	COMCAST	INTERNET	435.51	
03/18/2024	3064(E)	CONSUMERS ENERGY	FIRE STATION	586.00	
03/18/2024	3065(E)	CONSUMERS ENERGY	BOAT DOCK	31.23	
03/18/2024	3066(E)	FIRST BANKCARD	TRAINING, SUPPLIES & MAINTENANCE	4,676.41	
03/18/2024	3067(E)	HEALTH SAVINGS ACCOUNT	INSURANCE	312.50	
03/18/2024	3068(E)	MENARDS	SUPPLIES & SMOKE ALARMS	1,239.99	
03/18/2024	3069(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	350.25	

03/14/2024				CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT			
				CHECK DATE FROM 02/20/2024 - 03/18/2024			
Check Date	Check	Vendor Name	Description	Amount			
03/18/2024	3070(E)	MCKESSON	MEDICAL SUPPLIES	277.89			
03/18/2024	3071(E)	PRIORITY HEALTH	HEALTH INSURANCE	4,821.07			
03/18/2024	3072(E)	SHELL	GASOLINE & DIESEL	1,284.78			
03/18/2024	3073(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	554.51			
03/18/2024	3074(A)	AEROS IT GROUP	COMPUTER SERVICES	809.50			
03/18/2024	3075(A)	APPLIED IMAGING	COPIER USE	629.11			
03/18/2024	3076(A)	BLOOM SLUGGETT PC	LEGAL FEES	1,442.00			
03/18/2024	3077(A)	BREATHING AIR SYSTEMS INC	ANNUAL MAINTENANCE	834.76			
03/18/2024	3078(A)	GALLS LLC	UNIFORMS	1,914.72			
03/18/2024	3079(A)	HELP NET EAP	EMPLOYEE ASSISTANCE	1,000.80			
03/18/2024	3080(A)	MOTOROLA SOLUTIONS INC	HAMILTON FIRE REIMBURSEMENT	2,397.90			
03/18/2024	3081(A)	LORRIE PASTOOR	CLEANING	300.00			
03/18/2024	3082(A)	SPENCER MANUFACTURING INC	2111 LEAK	733.90			
03/18/2024	3083(A)	STANDARD	INSURANCE	1,203.04			
03/18/2024	3084(A)	STEVENS DIESEL LLC	INSPECTION	450.00			
03/18/2024	3085(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	214.40			
03/18/2024	20705	FRONTLINERS EDUCATION GROUP	EMT TRAINING	10,000.00			
03/18/2024	20706	OVERISEL LUMBER CO	SUPPLIES	56.43			
03/18/2024	20707	RESCUE RESOURCES LLC	BATTERY E FORCE	3,369.75			
03/18/2024	20708	ZORO	COMPUTER CABLE	518.36			
Total of 98 Checks:				175,108.75			
Less 0 Void Checks:				0.00			
Total of 98 Disbursements:				175,108.75			

Item #8A

Vendor Name	Description	Amount
1. ACCIDENT FUND	WORKER COMP	12,455.50
2. AEROS IT GROUP	COMPUTER SERVICES	809.50
3. APPLIED IMAGING	COPIER USE	629.11
4. ARROWASTE	TRASH	82.30
5. BLOOM SLUGGETT PC	LEGAL FEES	1,442.00
6. BREATHING AIR SYSTEMS INC	ANNUAL MAINTENANCE	834.76
7. COMCAST	INTERNET	435.51
8. CONSUMERS ENERGY	FIRE STATION	586.00
	BOAT DOCK	31.23
	TOTAL	617.23
9. ELITE AMBULANCE SALES	TRANSPORT TRUCK	40,000.00
10. FARMHOUSE DELI	APPRECIATION DINNER	4,375.00
11. FIRST BANKCARD	TRAINING, SUPPLIES & MAINTENANCE	4,676.41
12. FRONTLINERS EDUCATION GROUP LLC	EMT TRAINING	10,000.00
13. GALLS LLC	UNIFORMS	1,914.72
14. HEALTH SAVINGS ACCOUNT	INSURANCE	312.50
15. HELP NET EAP	EMPLOYEE ASSISTANCE	1,000.80
16. LORRIE PASTOOR	CLEANING	300.00
17. MCKESSON	MEDICAL SUPPLIES	277.89
18. MENARDS	SUPPLIES & SMOKE ALARMS	1,239.99
19. MICHIGAN GAS UTILITIES	NATURAL GAS	107.11
	NATURAL GAS	350.25
	TOTAL	457.36
20. MOTOROLA SOLUTIONS INC	HAMILTON FIRE REIMBURSEMENT	2,397.90
21. OVERISEL LUMBER CO	SUPPLIES	56.43
22. PRIORITY HEALTH	HEALTH INSURANCE	4,821.07
23. RESCUE RESOURCES LLC	ANNUAL MAINTENACE E FORCE	2,469.75
	BATTERY E FORCE	900.00
	TOTAL	3,369.75
24. SHELL	GASOLINE & DIESEL	1,284.78
25. SPENCER MANUFACTURING INC	2112 VALVE LEAKING	582.00
	2111 LEAK	151.90
	TOTAL	733.90

Vendor Name	Description	Amount
26. STANDARD		
	INSURANCE	1,203.04
27. STEVENS DIESEL LLC		
	INSPECTION	450.00
28. VERIZON WIRELESS		
	CELL PHONES & MODEMS	554.51
	CELL PHONES & MODEMS	554.51
	TOTAL	1,109.02
29. WEST MICHIGAN UNIFORM		
	SHOP TOWELS	214.40
30. ZORO		
	SUPPLIES	347.87
	SUPPLIES	83.99
	COMPUTER CABLE	86.50
	TOTAL	518.36
TOTAL - ALL VENDORS		98,019.23
FUND TOTALS:		
Fund 206 - FIRE FUND		98,019.23

PERIOD ENDING 03/31/2024

Item #8B

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	03/31/2024 (ABNORMAL)	MONTH 03/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	SAUGATUCK CITY	517,000.00	501,830.83	181,970.76	15,169.17	97.07
206-000-402.000	SAUGATUCK TOWNSHIP	1,072,000.00	1,007,127.70	8,056.55	64,872.30	93.95
206-000-403.000	DOUGLAS CITY	546,000.00	523,418.02	127,590.09	22,581.98	95.86
206-000-450.000	FIRE SERVICES	1,000.00	1,075.00	0.00	(75.00)	107.50
206-000-460.000	INSPECTION & PLAN REVIEW FEES	1,000.00	18,075.00	700.00	(17,075.00)	1,807.50
206-000-465.000	COST RECOVERY	1,000.00	30,825.83	5,410.00	(29,825.83)	3,082.58
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	121,077.59	5,452.13	(120,077.59)	2,107.76
206-000-665.000	INTEREST	1,000.00	9,536.21	0.00	(8,536.21)	953.62
206-000-685.000	SALES OF ASSETS	0.00	4,300.00	0.00	(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	2,217,266.18	329,179.53	(77,266.18)	103.61
TOTAL REVENUES		2,140,000.00	2,217,266.18	329,179.53	(77,266.18)	103.61
Expenditures						
Dept 336 - FIRE FUND						
206-336-702.000	BOARD SALARY	5,000.00	2,000.00	250.00	3,000.00	40.00
206-336-704.000	CHIEF SALARY	118,000.00	76,153.86	8,461.54	41,846.14	64.54
206-336-705.000	OFFICER SALARIES	9,650.00	4,791.79	645.85	4,858.21	49.66
206-336-708.000	CAREER FIREFIGHTER	575,000.00	332,138.71	37,922.90	242,861.29	57.76
206-336-709.000	OPERATIONAL WAGES	100,000.00	68,859.74	6,789.99	31,140.26	68.86
206-336-709.500	PAID ON CALL STIPEND	95,000.00	65,403.43	6,153.34	29,596.57	68.85
206-336-710.000	FIRE CALLS	70,000.00	42,686.87	5,236.43	27,313.13	60.98
206-336-711.000	MEDICAL CALLS	32,000.00	24,003.99	1,799.39	7,996.01	75.01
206-336-712.000	TRAINING	48,000.00	14,211.86	2,271.44	33,788.14	29.61
206-336-713.000	SPECIAL EVENTS	12,000.00	13,142.46	0.00	(1,142.46)	109.52
206-336-720.000	PAYROLL TAXES	98,000.00	50,207.02	5,518.90	47,792.98	51.23
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	140,000.00	71,951.51	7,316.61	68,048.49	51.39
206-336-722.000	WORKER COMP INSURANCE	100,000.00	48,485.06	12,455.50	51,514.94	48.49
206-336-723.000	RETIREMENT	142,000.00	87,420.38	10,503.28	54,579.62	61.56
206-336-727.000	OPERATING SUPPLIES	25,000.00	10,159.20	3,744.81	14,840.80	40.64
206-336-728.000	GAS & OIL	20,000.00	12,532.14	1,305.03	7,467.86	62.66
206-336-730.000	PROFESSIONAL SERVICES	30,000.00	36,726.24	2,742.80	(6,726.24)	122.42
206-336-742.000	TESTING, REPAIR & REPLACEMENT	20,000.00	12,109.66	3,304.51	7,890.34	60.55
206-336-745.000	STATION TOOLS	3,250.00	1,103.22	0.00	2,146.78	33.95
206-336-746.000	FIRE FIGHTER TOOLS	13,000.00	9,200.97	83.99	3,799.03	70.78
206-336-751.000	PHONES	13,500.00	9,352.72	1,050.02	4,147.28	69.28
206-336-752.000	UTILITIES	20,000.00	10,540.44	1,049.78	9,459.56	52.70
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	55,000.00	48,540.81	2,125.42	6,459.19	88.26
206-336-761.000	BOAT MAINTENANCE	19,000.00	5,766.34	0.00	13,233.66	30.35
206-336-762.000	RADIO & PAGER R&R	10,000.00	9,814.07	0.00	185.93	98.14
206-336-763.000	BUILDING REPAIR & MAINTENANCE	30,000.00	9,947.23	843.58	20,052.77	33.16
206-336-764.000	BUILDING SECURITY	2,000.00	1,669.20	0.00	330.80	83.46
206-336-767.000	DUES & SUBSCRIPTIONS	4,000.00	2,681.50	480.00	1,318.50	67.04
206-336-770.000	OFFICE EXPENSES	12,000.00	6,548.24	1,256.95	5,451.76	54.57
206-336-771.000	TECHNOLOGY	23,000.00	19,506.69	896.00	3,493.31	84.81
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	9,061.76	2,527.35	5,938.24	60.41
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	25,679.38	10,557.61	7,320.62	77.82
206-336-791.000	MEDICAL SUPPLY	2,000.00	4,205.65	(3,457.11)	15,794.35	21.03

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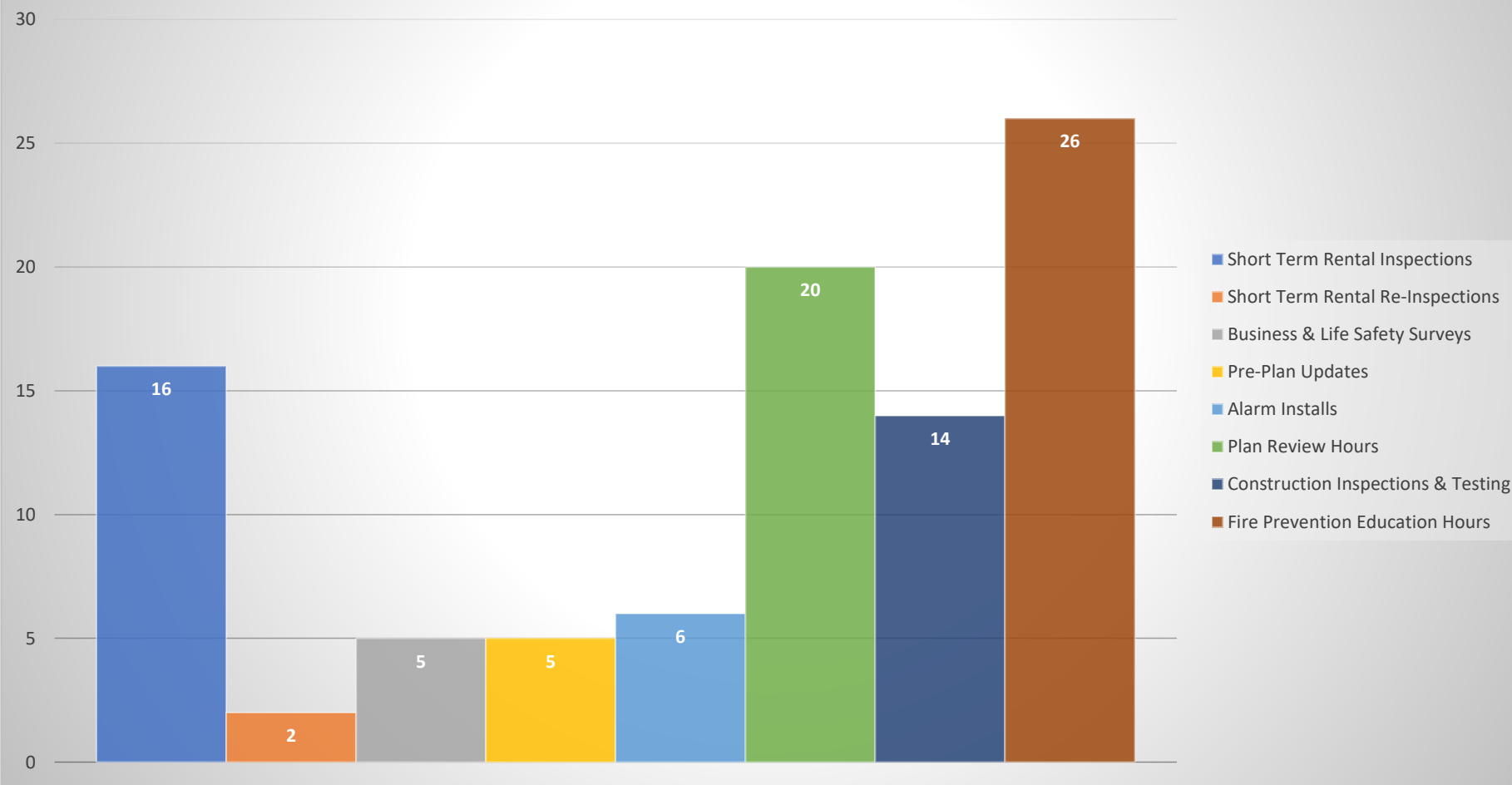
User: Peter

DB: Stfd

PERIOD ENDING 03/31/2024

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	03/31/2024	MONTH 03/31/2024	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE FUND						
Expenditures						
206-336-795.000	COMMUNITY RISK REDUCTION	15,000.00	10,290.82	1,600.51	4,709.18	68.61
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	38,073.00	0.00	(3,073.00)	108.78
206-336-861.000	TAX CHARGE BACK	1,000.00	811.09	(811.09)	188.91	81.11
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	86,064.91	(550.00)	(2,964.91)	103.57
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	1,281,916.96	134,075.33	858,083.04	59.90
TOTAL EXPENDITURES		2,140,000.00	1,281,916.96	134,075.33	858,083.04	59.90
Fund 206 - FIRE FUND:						
TOTAL REVENUES		2,140,000.00	2,217,266.18	329,179.53	(77,266.18)	103.61
TOTAL EXPENDITURES		2,140,000.00	1,281,916.96	134,075.33	858,083.04	59.90
NET OF REVENUES & EXPENDITURES		0.00	935,349.22	195,104.20	(935,349.22)	100.00

Department of Fire Prevention Monthly Report to Fire Board February 2024 to March 2024





2024 Current Fire Deaths

37 Deaths in 35 Fires

(as of March 13, 2024)

13% Increase YTD Deaths

Compared to 2017-2023 Average

25% Increase YTD Fires

Compared to 2017-2023 Average

Victims

73% Male 27% Female

30% Reported as Disabled

11% Reported as on Oxygen

65% Between 40 and 79 Years Old



Location and Cause

Reported Areas of Origin

#1 Living Area (39%)

#2 Bedroom (25%)

#3 Kitchen (11%)

Reported Fire Causes

#1 Heating (29%)

#2 Smoking (24%)

#2 Explosion (24%)

Alarm Status

No Working Alarms (49% Fires / 46% Victims)

Working Alarms (14% Fires / 13% Victims)

Unknown Status (37% Fires / 41% Victims)



Time and Day

Deadliest Time of Day

6am - 6pm (49%)

6pm - 6am (51%)

Deadliest Day of Week (Deaths)

#1 Monday (22%)

#2 Tuesday (19%)

#2 Sunday (16%)



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township

Item #10A



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

March 14th, 2024

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

Proudly serving : Douglas | Saugatuck | Saugatuck Township



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=WzgnrVBXZOI>

FUNDING SOURCE(S):

\$102,000 – Proceeds from Sale of Engine #2112 - 2023/24 Fiscal Year

\$85,000 – Donation

\$5,000 – Donation

\$20,000 – MMRMA RAP Grant Award

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.

Attenuator Truck Comparison

	Option A	Option B	Option C
Year	2025	2019	2017
Make	Freightliner	Freightliner	International
Model	Royal Truck & Equip	West Chester Machinery	2015 Royal Body
Engine	Cummins Diesel	Cummins Diesel	Cummins Diesel
Transmission	Allison Automatic	Allison Automatic	Allison Automatic
Body Length	18'	18'	14'
Current Mileage	100	116,000	163,443
Cone Deployment Buckets	Yes	Yes	No
Barrel Storage Rack over Cab	Yes	Yes	No
Meets DOT Requirements As-IS	Yes	Yes	No*
Truck Cost	\$ 160,895.00	\$ 156,000.00	\$ 84,500.00
Upfit / Equipment Costs below this line			
Motorola APX 6500 Mobile Radio	\$ 5,878.59	\$ 5,878.59	\$ 5,878.59
Firecom Wireless Headset System	\$ 7,329.99	\$ 7,329.99	\$ 7,329.99
Siren Controller	\$ 629.65	\$ 629.65	\$ 629.65
100W Speakers	\$ 188.12	\$ 188.12	\$ 188.12
54" Nforce Lightbar	\$ 2,988.65	\$ 2,988.65	\$ 2,988.65
Mpower 6x4 (R,A,W)	\$ 2,290.32	\$ 286.29	\$ 286.29
Mpower 4x2 (R/W)	\$ 1,859.88	\$ 154.99	\$ 154.99
Battery Charger - 2 Bank	\$ 350.00	\$ 350.00	\$ 350.00
Battery Charger - 1 Bank	\$ 225.00	\$ 225.00	\$ 225.00
Fastners / Hardware	\$ 250.00	\$ 250.00	\$ 250.00
Kusmal Auto Eject	\$ 400.00	\$ 400.00	\$ 400.00
Seat Covers	\$ 500.00	\$ 500.00	\$ 500.00
Wiring / Connectors	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
500 - 28" Reflective Cones Weighted Base	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
Install Lighting Package/Sirens	\$ 2,800.00	\$ 2,800.00	\$ 2,800.00
Lettering / Logos	\$ 750.00	\$ 750.00	\$ 750.00
MPSCS Mic Fee for Mobile	\$ 250.00	\$ 250.00	\$ 250.00
SubTotal	\$ 201,085.20	\$ 192,481.28	\$ 120,981.28
5% Contingency	\$ 10,054.26	\$ 9,624.06	\$ 6,049.06
Estimated Total	\$ 211,139.46	\$ 202,105.34	\$ 127,030.34
Less Donations	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
District / Grant Funding Needed	\$ 121,139.46	\$ 112,105.34	\$ 37,030.34

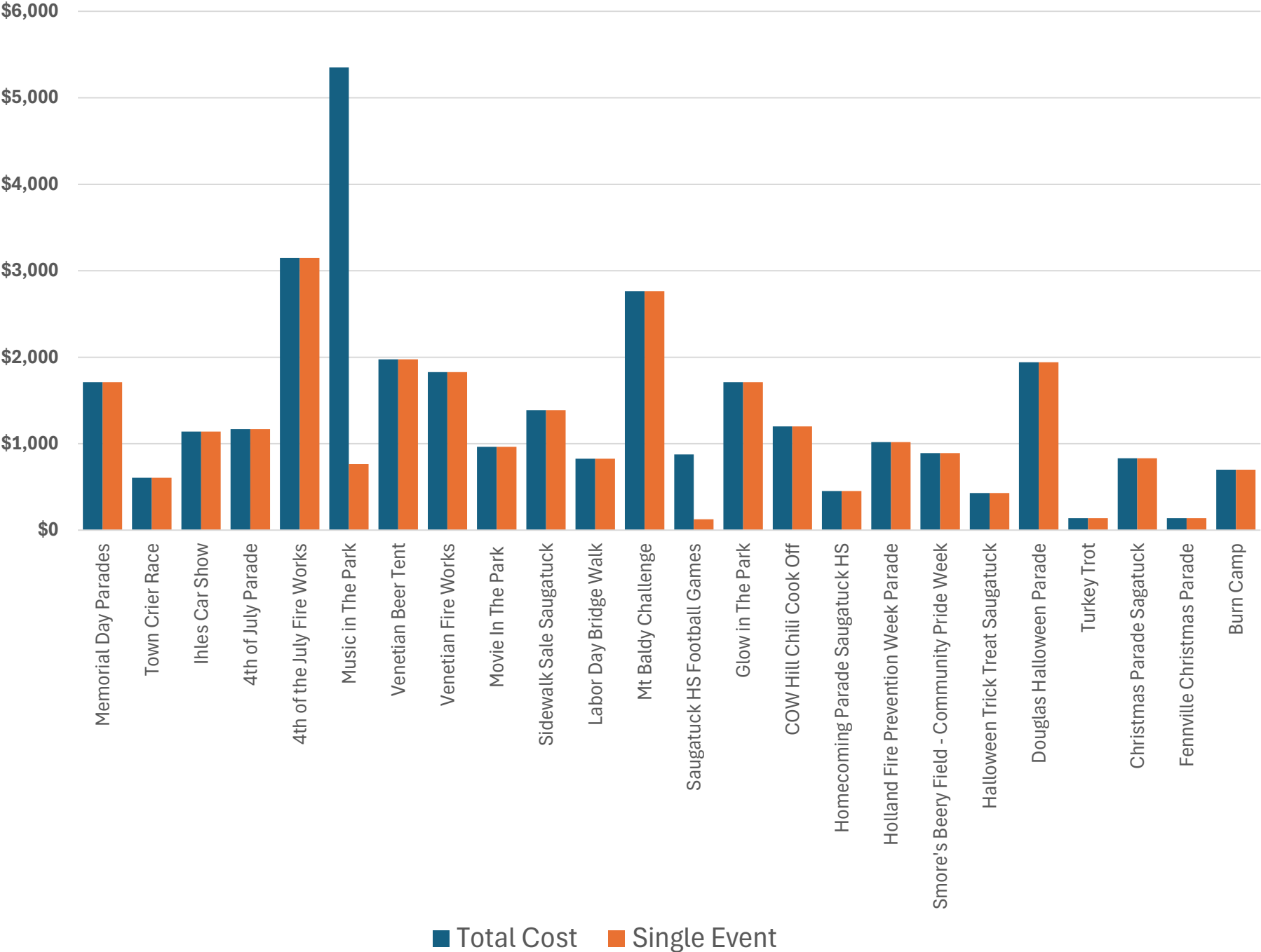
Notes:

- *Option C does not come with the concrete ballasted body meeting the DOT 22,000 weight requirement for the attenuator
- *Option C would require Concrete Blocks to be secured in the bed, taking up +/-75% of the bed space intended for Cones
- *Option C does not have the cone deployment baskets and would need to be added Later creating additional costs / liability

Special Events Cost for 2022/2023

	Total Cost Per Event	Single Event
Memorial Day Parades	\$1,710	\$1,710
Town Crier Race	\$605	\$605
Ihles Car Show	\$1,140	\$1,140
4th of July Parade	\$1,169	\$1,169
4th of the July Fire Works	\$3,148	\$3,148
Music in The Park	\$5,351	\$764
Venetian Beer Tent	\$1,975	\$1,975
Venetian Fire Works	\$1,828	\$1,828
Movie In The Park	\$964	\$964
Sidewalk Sale Saugatuck	\$1,388	\$1,388
Labor Day Bridge Walk	\$825	\$825
Mt Baldy Challenge	\$2,764	\$2,764
Saugatuck HS Football Games	\$875	\$125
Glow in The Park	\$1,710	\$1,710
COW Hill Chili Cook Off	\$1,200	\$1,200
Homecoming Parade Saugatuck HS	\$452	\$452
Holland Fire Prevention Week Parade	\$1,018	\$1,018
Smore's Beery Field - Community Pride Week	\$890	\$890
Halloween Trick Treat Saugatuck	\$430	\$430
Douglas Halloween Parade	\$1,943	\$1,943
Turkey Trot	\$140	\$140
Christmas Parade Sagatuck	\$832	\$831
Fennville Christmas Parade	\$140	\$140
Burn Camp	\$700	\$700
TOTALS	\$33,194	\$27,856

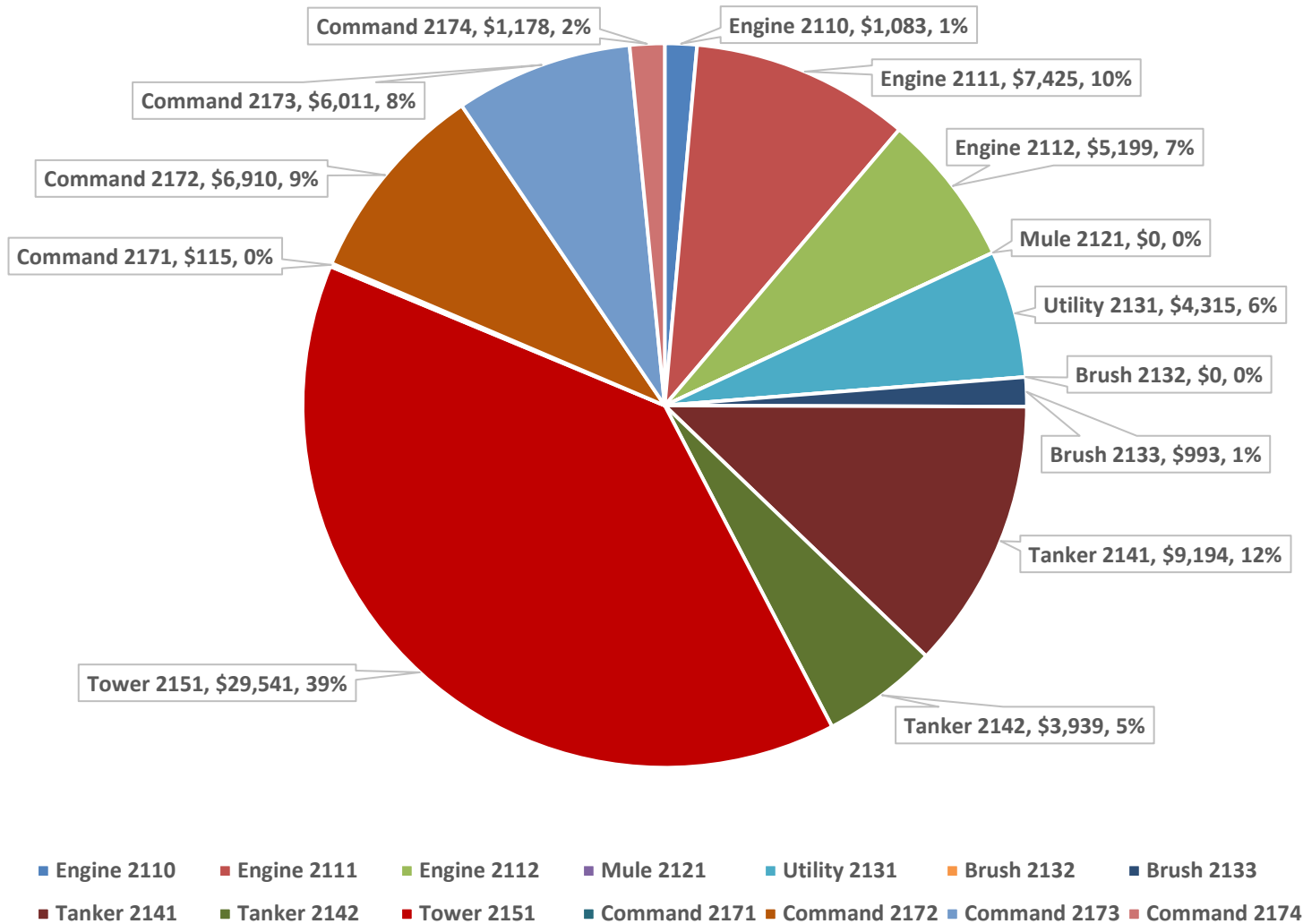
Special Events Cost



Apparatus Incidents, Maintenance and Fuel 2023

Apparatus	Incidents	Maintenance			Fuel and Mileage					
		Ticket Spend	Service Task Spend	Total	Fuel Spend	Fuel Quantity (Gallons)	Starting Mileage	End Mileage	Mileage	Cost (\$) / Mile
Engine 2110	62	\$0	\$1,083	\$1,083	\$1,337	320	646	2,049	1,403	\$1.73
Engine 2111	27	\$621	\$6,804	\$7,425	\$1,114	263	8,859	19,387	10,528	\$0.81
Engine 2112	154	\$565	\$4,634	\$5,199	\$1,805	429	20,174	22,503	2,329	\$3.01
Mule 2121	6	\$0	\$0	\$0	\$1	0	238	238	0	\$0.00
Utility 2131	74	\$3,938	\$377	\$4,315	\$1,313	380	51,056	56,679	5,623	\$1.00
Brush 2132	7	\$0	\$0	\$0	\$99	25	66,952	67,070	118	\$0.84
Brush 2133	7	\$993	\$0	\$993	\$111	26	60,895	60,977	82	\$13.46
Tanker 2141	21	\$0	\$9,194	\$9,194	\$400	98	6,425	6,944	519	\$18.48
Tanker 2142	45	\$27	\$3,911	\$3,939	\$854	327	8,142	12,020	3,878	\$1.24
Tower 2151	18	\$0	\$29,541	\$29,541	\$726	174	50,800	51,552	752	\$40.25
Command 2171	107	\$0	\$115	\$115	\$3,659	2,018	12,026	32,844	20,818	\$0.18
Command 2172	628	\$217	\$6,693	\$6,910	\$3,678	1,046	45,324	57,031	11,707	\$0.90
Command 2173	396	\$0	\$6,011	\$6,011	\$2,124	608	54,768	95,125	40,357	\$0.20
Command 2174	71	\$384	\$794	\$1,178	\$3,138	738	22,088	37,612	15,524	\$0.28
Fire Boat 2191	2	\$1,155	\$1,090	\$2,246						
Fire Boat 2194	2	\$0	\$645	\$645						

Total Cost in Percent 2023



From: Krista Prins [REDACTED]
Sent: Tuesday, February 20, 2024 2:20 PM
Subject: Thank You!!
Follow Up Flag: Follow up
Flag Status: Flagged

We just want to say Thank You to all the men that responded to my call in for my husband on 1-25-24. They were quick, kind, and very patient. He ended up having [REDACTED] and we are forever grateful for you all and your services! No one likes to make those kind of calls for their loved ones, but knowing the first responders in our community respond out of sincere love and care is something I hope no one ever takes for granted.

Thank you again!
Casey and Krista Prins

Sent from my iPhone