

**SAUGATUCK TOWNSHIP FIRE DISTRICT**

3342 Blue Star Highway, Saugatuck, MI 49453

Phone (269) 857-3000 Fax (269) 857-1228

**FIRE DISTRICT BOARD MEETING**

6:30pm January 18, 2016

1. Call to Order / Roll Call:
2. Approval of Agenda (*additions / deletions*):
3. **Approval of Minutes:**
  - A. **December 21, 2015**
4. Correspondence:
5. Fire Chief Comments:
  - A. **Incident Reports / Calls to Date**
  - B. **FEMA Grant Process & Submittal**
  - C. **2 Cost Recoveries – Received Total \$768**
  - D. **MMRMA Grant Checks Received- \$1,695 & \$563**
  - E. **CAFS Sold - \$3,500 Check Received – Proceeds to Sensit Docking Station**
  - F. **Annuity Update – Cancellation Request Form Submitted**
  - G. **Medical Marijuana Task Force – Chief Selected by Allegan County Commissioners**
  - H. **Grant Peer Review – Chief Janik Selected to Attend in Baltimore, MD**
  - I. **Michigan Fire Inspectors Society – Chief Janik Appointed to Planning Committee**
  - J. **Personnel Certifications**
    1. **David Blatt – EMT License**
    2. **Greg Janik – Fire Plans Examiner & Fire Inspector 2**
    3. **Chris Mantels – Fire Plans Examiner & Fire Inspector 2**
6. Public Comment on Agenda Items: (Limit 3 minutes)
7. Request for Payment:
  - A. **Account Payables**
  - B. **Financial Report**
8. Unfinished Business:
  - A. **Hydrant Maintenance Update**
    1. **Active911 – Hydrant Data Entry – Waiting on GIS Data**
    2. **Public Notification of Hydrant Clearing – Newspaper Ads Updated**
  - B. **SCBA – Status – Selection Made, Requesting Funding Approval**
  - C. **Roofing Project – Vendor Requesting Material Payment**
9. New Business:
  - A. **Funding Approval Request - 26 Self Contained Breathing Apparatus - \$66,894**
  - B. **Funding Approval Request – SCBA Air Filling Station - \$45,000**
  - C. **HME Listing**
10. Fire Board Comments
11. Public Comments: (Limit 3 minutes)
12. Adjournment:

**NOTICE**

**This facility is wheel chair accessible with accessible parking spaces available. 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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3342 Blue Star Highway, Saugatuck, MI 49453  
Phone (269) 857-3000 Fax (269) 857-1228

**FIRE DISTRICT BOARD MEETING**

**MINUTES**

6:30pm December 21, 2015

1. Call to Order / Roll Call: Meeting Called to order by **J. Verplank at 6:32pm**  
Members Present: **R. Mcilwaine, E. Beckman, J. Verplank, S. Phelps, H. Zavislak, G. Bekken.**  
Absent: **J. Schmidt with prior notice.**
2. Approval of Agenda (*additions / deletions*): *Add (H) Sale of CAFS units, and (I) Verizon phone plan under Chiefs comments* **Motion by Beckman, 2<sup>nd</sup> by Phelps, All approve of agenda.**
3. Guest Speaker – Dan of Siegfried Crandall PC, Audit Review.
  - a. Both Peter Stanislawski and Chief Janik were very helpful and responsive to provide information for the audit.
  - b. Net financial position is good.
  - c. Fund balance is in a healthy position.
  - d. Net pension liability is in good standing.
  - e. Recommend monitoring budget violations and make amendments through the year as needed prior to them becoming violations.
  - f. Discussion from board members about report with Dan
4. **Approval of Minutes: Motion by Phelps, 2<sup>nd</sup> by Bekken, All approve of minutes.**
  - A. November 16, 2015**
5. Correspondence:
  - A. Community Church – Event Thank You**
6. Fire Chief Comments:
  - A. Incident Reports / Calls to Date**
    - a. Incidents to Date were discussed at 758 runs total as of 12/21/15.
    - b. Average YTD response time of 5.48 minutes.
  - B. Community Risk Reduction – Distracted Driving - 250 High/Middle SPS Students**
    - a. Chief Janik & Officer Tino Reyes and Principal Tim Travis spent some time prepping and teaching high school and middle schoolers.
  - C. Fire Prevention Inspections – New Software**
    - a. C. Mantels has completed Fire Inspector 1 certification
    - b. Mobile Eyes software reports were reviewed.
  - D. 3 Cost Recoveries – Received Total \$3,073**
    - a. Cost recovery report reviewed. Suggestion to contact courts about the OWI at Blue Star Motel to see if it can be added as a condition of probation.
    - b. Chief Janik stated that it is a great team effort.
  - E. Accident Fund Dividend - \$995 – Check Received.**
  - F. Two Grant Awards – MMRMA - \$1,695 & \$563 – Will receive these amounts for the back station fire alarm and fire inspector 1 school from Chris.**

- G. Performance Reviews Complete on All Staff**
- H. Sale of CAFS Units**
  - a. B. Van Oss listed them for sale and 2 units were sold for \$3500.00.
- I. Verizon Phone Plan**
  - a. Changed from Business account to Government will help save money.
- 7. Public Comment on Agenda Items: (Limit 3 minutes) - *None*
- 8. Request for Payment:
  - A. Account Payables** – Motion by Phelps, 2<sup>nd</sup> by Bekken to pay the bills in amount of \$80,595.82. All in favor of payment of bills.
  - B. Financial Report** – will review at January meeting.
- 9. Unfinished Business:
  - A. Hydrant Maintenance – Hydrant Snow Clearing Plan – Tri-Community Area – Completed & Delivered to Three Municipalities**
    - a. Discussion about delivery to municipalities.
      - 1. Active911 – Hydrant Data Entry – Waiting on GIS Data**
        - a. Anticipate having the GIS data end of January 2016.
        - b. Discussion about hydrant data from F&V Engineering.
      - 2. Public Notification of Hydrant Clearing – Local Newspapers & Flyers**
        - a. Suggestion to change articles every few weeks for hydrant ads.
    - B. SCBA – Status – Evaluation & Testing in Progress**
      - a. Most personnel have completed evaluation forms and evolutions for SCBA's.
      - b. Discussion about SCBA warranties.
    - C. Roofing Project – Completion to be January 1, 2016**
      - a. Was delayed due to project in Zeeland.
- 10. New Business:
  - A. Funding Approval – Request Funds for Water Supply Hose - \$12,777** - Motion by Zavislak, 2<sup>nd</sup> by Mcilwaine. Roll Call vote. Zavislak, Mcilwaine, Beckman, Verplank, Phelps, Bekken – all vote yes.
  - B. 2016 Schedule of meetings** – Motion by Phelps, 2<sup>nd</sup> by Zavislak. Roll Call Vote to approve, Phelps, Zavislak, Mcilwaine, Beckman, Verplank, Bekken, all vote yes
- 11. Fire Board Comments
  - a. Thank all the department members for coming.
  - b. Discussion to have budget planning session prior to budget approval meeting to discuss capital expenditures, capital outlay and plan ahead for radios, etc.
  - c. Discussion about area home prices and recruitment challenges.
  - d. Suggestion to have Douglas & Township install fire alarms in their buildings.
- 12. Public Comments: (Limit 3 minutes) - *None*
- 13. Adjournment: Motion to adjourn at 8:05pm

**NOTICE**

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Vendor Name	Description	Amount
1. APPLIED IMAGING	COPIER USE	56.95
2. AT&T MOBILITY	CELL PHONES	107.09
3. BLOOM SLUGGETT MORGAN	LEGAL FEES	277.50
4. BOAT LIFTS UNLIMITED INC	REMOVE DOCKS	165.00
5. CARDMEMBER SERVICE	COMPUTER SUPPLIES	287.30
6. CFS INSPECTIONS	TOWER INSPECTION	500.00
7. CITY OF SAUGATUCK	FINANCE SERVICES	1,000.00
8. COMCAST	TELEPHONES & INTERNET	198.40
9. CONSUMERS ENERGY	BOAT DOCK	38.07
	FIRE BARN	506.45
	TOTAL	544.52
10. DUNES VIEW KWIK SHOP INC	GASOLINE & DIESEL	641.01
	GASOLINE & DIESEL	454.03
	TOTAL	1,095.04
11. FIRST BANKCARD	TRAINING, UNIFORMS, POSTAGE	536.65
12. FLAMETAMER FIRE PROTECTION	HYDRO TEST	385.00
13. FRIS OFFICE	OFFICE SUPPLIES	132.49
14. GRAINGER	CYLINDER	67.50
	SUPPLIES	6.22
	AUGER CABLE	37.49
	BATTERIES	24.93
	UNIFORMS	333.15
	TOTAL	469.29
15. GREG JANIK	SAFES & OFFICE SUPPLIES	298.95
16. HOLLAND READY ROOFING CO	ROOF MATERIAL	20,638.00
17. IHLE AUTO PARTS	REPAIRS	120.88
18. JEFFERY DORNBUSH	TRAINING	60.87
19. KAL LAKE SEWER WATER	WATER	96.50
20. KALAMAZOO COUNTY FIRE CHIEF'S ASSOC	FIRE GROUND TRAINING	600.00
21. LORRIE PASTOOR	CLEANING	160.00
22. MACATAWA BANK	BANKING FEES	120.79
23. MENARDS	BACK BUILDING	334.96
24. MFE INC	GAS SENSOR STATION	3,795.75
	GAS SENSORS	3,308.74

Vendor Name	Description	Amount
	TOTAL	7,104.49
25. MICHIGAN GAS UTILITIES		
	NATURAL GAS	314.09
26. OVERISEL LUMBER CO		
	SUPPLIES	24.95
27. PETROLEUM TECHNOLOGIES LLC		
	OIL ANALYSIS	51.00
28. PRAXAIR		
	CYLINDER	66.96
29. PRIORITY HEALTH		
	INSURANCE	7,203.42
30. RELIABLE ROAD SERVICE INC		
	TIRE REPAIR	140.00
31. REPUBLIC SERVICES 240		
	TRASH	88.46
32. RESCUE RESOURCES LLC		
	TRAINING	50.00
33. SAUGATUCK YACHT CLUB		
	APPRECIATION	300.00
34. STANDARD		
	INSURANCE	742.95
35. STATE OF MICHIGAN		
	STATE TAX	203.83
36. STU'S WELDING & FAB INC		
	STEEL	69.00
37. VERIZON WIRELESS		
	I PAD & MODEMS	106.95
38. WEST MICHIGAN UNIFORM		
	SHOP TOWELS	47.00
TOTAL - ALL VENDORS		44,699.28
<b>FUND TOTALS:</b>		
Fund 206 - FIRE FUND		44,699.28

01/15/2016

CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT  
CHECK DATE FROM 12/22/2015 - 01/19/2016

Check Date	Check	Vendor Name	Description	Amount
01/08/2016	STUB9(A)	STURM, ELLIOTT	PAYROLL	0.00
01/08/2016	DD701(A)	VAN OSS, BRENT	PAYROLL	176.15
01/08/2016	DD702(A)	VERPLANK, JANE	PAYROLL	26.42
01/08/2016	DD703(A)	ZAVISLAK, HENRY	PAYROLL	26.42
01/08/2016	EFT149(E)	457 MERS	PAYROLL	2,014.06
01/08/2016	EFT150(E)	MISDU	PAYROLL	257.70
01/08/2016	EFT151(E)	IRS	PAYROLL	1,785.03
01/14/2016	19058	KALAMAZOO COUNTY FIRE CHI	FIRE GROUND TRAINING	600.00
01/15/2016	19059	APPLIED IMAGING	COPIER USE	56.95
01/15/2016	19060	BLOOM SLUGGETT MORGAN	LEGAL FEES	277.50
01/15/2016	19061	DUNES VIEW KWIK SHOP INC	GASOLINE & DIESEL	1,095.04
01/15/2016	19062	FLAMETAMER FIRE PROTECTIO	HYDRO TEST	385.00
01/15/2016	19063	FRIS OFFICE	OFFICE SUPPLIES	132.49
01/15/2016	19064	GRAINGER	SUPPLIES	469.29
01/15/2016	19065	IHLE AUTO PARTS	REPAIRS	120.88
01/15/2016	19066	MENARDS	BACK BUILDING	334.96
01/15/2016	19067	MFE INC	GAS SENSORS	7,104.49
01/15/2016	19068	HOLLAND READY ROOFING CO	ROOF MATERIAL	20,638.00
01/15/2016	19069	RELIABLE ROAD SERVICE INC	TIRE REPAIR	140.00
01/15/2016	19070	RESCUE RESOURCES LLC	TRAINING	50.00
01/15/2016	19071	BOAT LIFTS UNLIMITED INC	REMOVE DOCKS	165.00
01/15/2016	19072	SAUGATUCK YACHT CLUB	APPRECIATION	300.00
01/15/2016	19073	CFS INSPECTIONS	TOWER INSPECTION	500.00
01/15/2016	19074	OVERISEL LUMBER CO	SUPPLIES	24.95
01/15/2016	19075	PETROLEUM TECHNOLOGIES LI	OIL ANALYSIS	51.00
01/15/2016	19076	STANDARD	INSURANCE	742.95
01/15/2016	19077	STU'S WELDING & FAB INC	STEEL	69.00
01/15/2016	19078	WEST MICHIGAN UNIFORM	SHOP TOWELS	47.00
01/15/2016	418(E)	AT&T MOBILITY	CELL PHONES	107.09
01/15/2016	419(E)	COMCAST	TELEPHONES & INTERNET	198.40
01/15/2016	420(E)	CONSUMERS ENERGY	BOAT DOCK	38.07
01/15/2016	421(E)	CONSUMERS ENERGY	FIRE BARN	506.45
01/15/2016	422(E)	CARDMEMBER SERVICE	COMPUTER SUPPLIES	287.30
01/15/2016	423(E)	FIRST BANKCARD	TRAINING, UNIFORMS, PO	536.65
01/15/2016	424(E)	KAL LAKE SEWER WATER	WATER	96.50
01/15/2016	425(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	314.09
01/15/2016	426(E)	PRIORITY HEALTH	INSURANCE	7,203.42
01/15/2016	427(E)	REPUBLIC SERVICES 240	TRASH	88.46
01/15/2016	428(E)	VERIZON WIRELESS	I PAD & MODEMS	106.95
01/15/2016	DD704(A)	BETTS, MICHAEL	PAYROLL	782.14
01/15/2016	DD705(A)	JANIK, GREG	PAYROLL	1,767.31
01/15/2016	DD706(A)	MANTELS, CHRISTOPHER	PAYROLL	1,413.83
01/15/2016	DD707(A)	MILESKIEWICZ, JOHN	PAYROLL	827.14

01/15/2016 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 12/22/2015 - 01/19/2016				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
12/22/2015	19055	ANDREW VERPLANK	DRAFTING TABLE	150.00
12/31/2015	416(E)	MACATAWA BANK	BANKING FEES	120.79
12/31/2015	417(E)	STATE OF MICHIGAN	STATE TAX	203.83
12/31/2015	DD672(A)	BETTS, MICHAEL	PAYROLL	781.95
12/31/2015	DD673(A)	JANIK, GREG	PAYROLL	1,656.83
12/31/2015	DD674(A)	MANTELS, CHRISTOPHER	PAYROLL	1,407.44
12/31/2015	DD675(A)	MILESKIEWICZ, JOHN	PAYROLL	827.33
12/31/2015	DD676(A)	VAN OSS, BRENT	PAYROLL	1,468.16
12/31/2015	EFT144(E)	457 MERS	PAYROLL	921.33
12/31/2015	EFT145(E)	MISDU	PAYROLL	217.86
12/31/2015	EFT146(E)	IRS	PAYROLL	2,198.02
12/31/2015	EFT147(E)	MERS	PAYROLL	2,368.29
12/31/2015	EFT148(E)	STATE OF MICHIGAN	PAYROLL	1,324.59
01/08/2016	DD677(A)	BECKMAN, ERIC	PAYROLL	25.82
01/08/2016	DD678(A)	BEEK, HEATHER	PAYROLL	64.23
01/08/2016	19056	BEKKEN, GEROLD	PAYROLL	26.42
01/08/2016	DD679(A)	BERNHARDY, CHRISTOPHER	PAYROLL	138.35
01/08/2016	DD680(A)	BETTS, MICHAEL	PAYROLL	320.13
01/08/2016	DD681(A)	BLATT, DAVID	PAYROLL	153.29
01/08/2016	DD682(A)	BLOK, MICHAEL	PAYROLL	238.88
01/08/2016	DD683(A)	DALTON, PHIL	PAYROLL	266.77
01/08/2016	DD684(A)	DEN BLEYKER, DOUG	PAYROLL	32.84
01/08/2016	DD685(A)	DIAZ, DANIEL	PAYROLL	508.30
01/08/2016	DD686(A)	DORNBUSH, JEFFREY	PAYROLL	20.00
01/08/2016	DD687(A)	ENGLAND, MICHAEL	PAYROLL	30.83
01/08/2016	DD688(A)	FROST, BRIAN	PAYROLL	9.19
01/08/2016	DD689(A)	GARGANO, CHRISTINE	PAYROLL	141.66
01/08/2016	DD690(A)	GARGANO, MARK	PAYROLL	370.74
01/08/2016	DD691(A)	KERRIDGE, ADAM	PAYROLL	95.02
01/08/2016	DD692(A)	KIRCHERT, ERIK	PAYROLL	725.69
01/08/2016	DD693(A)	MANTELS, CHRISTOPHER	PAYROLL	213.79
01/08/2016	DD694(A)	MC ILWAINE, ROY	PAYROLL	26.42
01/08/2016	DD695(A)	MEYER, KYLE	PAYROLL	492.46
01/08/2016	DD696(A)	MILESKIEWICZ, JOHN	PAYROLL	394.86
01/08/2016	DD697(A)	MOKMA, WAYNE	PAYROLL	128.66
01/08/2016	19057	PHELPS, DONALD	PAYROLL	26.42
01/08/2016	DD698(A)	REWA, LANDON	PAYROLL	111.00
01/08/2016	STUB7(A)	SCHRECKENGUST, DANE	PAYROLL	0.00
01/08/2016	STUB8(A)	SCHRECKENGUST, DAWN	PAYROLL	0.00
01/08/2016	DD699(A)	SEYMOUR, SCOTT	PAYROLL	368.87
01/08/2016	DD700(A)	STARRING, LINUS	PAYROLL	488.16

01/15/2016 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 12/22/2015 - 01/19/2016				
Check Date	Check	Vendor Name	Description	Amount
01/15/2016	DD708(A)	VAN OSS, BRENT	PAYROLL	1,468.93
01/15/2016	EFT152(E)	457 MERS	PAYROLL	921.33
01/15/2016	EFT153(E)	MISDU	PAYROLL	217.86
01/15/2016	EFT154(E)	IRS	PAYROLL	2,196.38
01/19/2016	429(A)	JEFFERY DORNBUSH	TRAINING	60.87
01/19/2016	430(A)	GREG JANIK	SAFES & OFFICE SUPPLIES	298.95
01/19/2016	431(A)	LORRIE PASTOOR	CLEANING	160.00
01/19/2016	432(A)	PRAXAIR	CYLINDER	66.96
01/19/2016	433(A)	CITY OF SAUGATUCK	FINANCE SERVICES	1,000.00
Total of 93 Checks:				77,320.58
Less 0 Void Checks:				0.00
Total of 93 Disbursements:				77,320.58



GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE		ACTIVITY FOR		AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	01/31/2016	NORMAL (ABNORMAL)	01/31/2016	INCREASE (DECREASE)	NORMAL (ABNORMAL)		
<b>Fund 206 - FIRE FUND</b>									
<b>Revenues</b>									
Dept 000									
206-000-401.000	SAUGATUCK CITY	221,672.00	112,596.28		65,558.73		109,075.72		50.79
206-000-402.000	SAUGATUCK TOWNSHIP	447,567.00	168,800.47		118,470.16		278,766.53		37.72
206-000-403.000	DOUGLAS CITY	228,265.00	94,745.27		77,524.85		133,519.73		41.51
206-000-450.000	FIRE SERVICES	1,000.00	985.00		248.00		15.00		98.50
206-000-460.000	INSPECTION & PLAN REVIEW FEES	3,000.00	2,710.00		245.00		290.00		90.33
206-000-465.000	COST RECOVERY	8,000.00	7,624.50		1,645.50		375.50		95.31
206-000-560.000	GRANTS & DONATIONS	11,000.00	8,065.95		0.00		2,934.05		73.33
206-000-665.000	INTEREST	750.00	0.00		0.00		750.00		0.00
206-000-685.000	SALES OF ASSETS	500.00	0.00		0.00		500.00		0.00
<b>Total Dept 000</b>		<b>921,754.00</b>	<b>395,527.47</b>		<b>263,692.24</b>		<b>526,226.53</b>		<b>42.91</b>
<b>TOTAL Revenues</b>									
		<b>921,754.00</b>	<b>395,527.47</b>		<b>263,692.24</b>		<b>526,226.53</b>		<b>42.91</b>
<b>Expenditures</b>									
Dept 336-FIRE FUND									
206-336-702.000	BOARD SALARY	3,000.00	1,140.00		180.00		1,860.00		38.00
206-336-704.000	CHIEF SALARY	61,000.00	32,769.18		2,346.15		28,230.82		53.72
206-336-705.000	OFFICER SALARIES	12,000.00	3,618.71		574.99		8,381.29		30.16
206-336-707.000	CLERICAL/ADMIN WAGES	22,000.00	6,007.50		0.00		15,992.50		27.31
206-336-708.000	CAREER FIREFIGHTER	100,300.00	53,573.35		5,016.15		46,726.65		53.41
206-336-709.000	OPERATIONAL WAGES	35,000.00	33,532.89		3,855.00		1,467.11		95.81
206-336-710.000	FIRE CALLS	34,000.00	20,983.50		2,836.00		13,016.50		61.72
206-336-711.000	MEDICAL CALLS	30,000.00	12,641.00		1,461.00		17,359.00		42.14
206-336-712.000	TRAINING	20,000.00	10,980.00		1,040.00		9,020.00		54.90
206-336-713.000	SPECIAL EVENTS	5,300.00	3,386.30		138.00		1,913.70		63.89
206-336-720.000	PAYROLL TAXES	24,500.00	13,971.84		1,334.78		10,528.16		57.03
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	64,000.00	37,385.59		7,946.37		26,614.41		58.41
206-336-722.000	WORKER COMP INSURANCE	16,000.00	13,430.70		0.00		2,569.30		83.94
206-336-723.000	RETIREMENT	17,700.00	13,121.58		1,647.93		4,578.42		74.13
206-336-725.000	PAID ON CALL ANNUITY	11,000.00	0.00		0.00		11,000.00		0.00
206-336-727.000	OPERATING SUPPLIES	9,100.00	5,367.86		723.36		3,732.14		58.99
206-336-728.000	GAS & OIL	12,000.00	5,028.66		1,095.04		6,971.34		41.91
206-336-730.000	PROFESSIONAL SERVICES	16,000.00	11,918.50		1,437.50		4,081.50		74.49
206-336-742.000	TESTING, REPAIR & REPLACEMENT	11,500.00	8,029.90		885.00		3,470.10		69.83
206-336-745.000	STATION TOOLS	2,500.00	1,404.48		277.49		1,095.52		56.18
206-336-746.000	FIRE FIGHTER TOOLS	4,900.00	423.96		0.00		4,476.04		8.65
206-336-751.000	PHONES	8,000.00	4,768.23		732.44		3,231.77		59.60
206-336-752.000	UTILITIES	14,000.00	5,356.21		1,043.57		8,643.79		38.26
206-336-759.000	HYDRANT MAINTENANCE	500.00	12.72		12.72		487.28		2.54
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	26,000.00	21,355.23		380.88		4,644.77		82.14
206-336-761.000	BOAT MAINTENANCE	10,000.00	3,835.77		165.00		6,164.23		38.36
206-336-762.000	RADIO & PAGER R&R	3,000.00	1,051.69		0.00		1,948.31		35.06
206-336-763.000	BUILDING REPAIR & MAINTENANCE	15,000.00	6,016.96		334.96		8,983.04		40.11
206-336-764.000	BUILDING SECURITY	4,500.00	1,516.21		0.00		2,983.79		33.69
206-336-767.000	DUES & SUBSCRIPTIONS	800.00	565.20		0.00		234.80		70.65
206-336-770.000	OFFICE EXPENSES	5,000.00	3,873.39		476.74		1,126.61		77.47
206-336-771.000	TECHNOLOGY	7,100.00	7,009.47		0.00		90.53		98.72
206-336-775.000	BUILDING INSPECTIONS	500.00	219.04		0.00		280.96		43.81
206-336-780.000	UNIFORMS	6,000.00	4,706.00		722.15		1,294.00		78.43
206-336-781.000	TURN OUT GEAR	10,000.00	3,576.22		0.00		6,423.78		35.76
206-336-785.000	EDUCATION	15,000.00	10,071.49		718.95		4,928.51		67.14
206-336-791.000	MEDICAL SUPPLY	5,000.00	943.51		0.00		4,056.49		18.87

User: Peter  
DB: Stfd

PERIOD ENDING 01/31/2016

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE 01/31/2016	ACTIVITY FOR MONTH 01/31/2016	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
<b>Fund 206 - FIRE FUND</b>							
<b>Expenditures</b>							
206-336-795.000	FIRE PREVENTION	8,100.00		5,618.50	0.00	2,481.50	69.36
206-336-796.000	PHYSICALS	7,000.00		390.23	0.00	6,609.77	5.57
206-336-799.000	CONTINGENCY	0.00		0.00	0.00	0.00	0.00
206-336-815.000	GENERAL INSURANCE	13,000.00		(4,278.00)	0.00	17,278.00	(32.91)
206-336-861.000	TAX CHARGE BACK	500.00		85.73	0.00	414.27	17.15
206-336-975.000	LOAN PAYMENT	29,300.00		0.00	0.00	29,300.00	0.00
206-336-980.000	SMALL CAPITAL	40,000.00		37,246.45	7,104.49	2,753.55	93.12
206-336-985.000	LONG TERM CAPITAL	169,454.00		42,368.55	20,638.00	127,085.45	25.00
<b>Total Dept 336-FIRE FUND</b>		<b>909,554.00</b>		<b>445,024.30</b>	<b>65,124.66</b>	<b>464,529.70</b>	<b>48.93</b>
<b>TOTAL Expenditures</b>		<b>909,554.00</b>		<b>445,024.30</b>	<b>65,124.66</b>	<b>464,529.70</b>	<b>48.93</b>
<b>Fund 206 - FIRE FUND:</b>							
<b>TOTAL REVENUES</b>		<b>921,754.00</b>		<b>395,527.47</b>	<b>263,692.24</b>	<b>526,226.53</b>	<b>42.91</b>
<b>TOTAL EXPENDITURES</b>		<b>909,554.00</b>		<b>445,024.30</b>	<b>65,124.66</b>	<b>464,529.70</b>	<b>48.93</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>12,200.00</b>		<b>(49,496.83)</b>	<b>198,567.58</b>	<b>61,696.83</b>	<b>405.71</b>
<b>TOTAL REVENUES - ALL FUNDS</b>							
<b>TOTAL EXPENDITURES - ALL FUNDS</b>		<b>921,754.00</b>		<b>395,527.47</b>	<b>263,692.24</b>	<b>526,226.53</b>	<b>42.91</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>909,554.00</b>		<b>445,024.30</b>	<b>65,124.66</b>	<b>464,529.70</b>	<b>48.93</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>12,200.00</b>		<b>(49,496.83)</b>	<b>198,567.58</b>	<b>61,696.83</b>	<b>405.71</b>



## Funding Approval Form

January 15, 2016

**ITEM DESCRIPTION:**

Air Filling Station for Self-Contained Breathing Apparatus (SCBA) Cylinders

**PRIORITY:**

High

**QUALITY FACTORS:**

The existing SCBA breathing air fill station was manufactured in 1998 and was purchased used by the Saugatuck Township Fire District (District). The SCBA air fill system is located in the truck apparatus bays and does not have a Carbon Monoxide Monitoring System. Some parts are no longer available for this unit and require custom fabrication, which compromises the integrity and safety of the SCBA air fill station.

The District would purchase an OSHA and NFPA 1989 2013 compliant 6000psi high pressure three position containment breathing air fill system which includes factory installed integrated Carbon Monoxide Monitoring System (with calibration kit), and remote fill hose and reel. The project budget also includes necessary electrical wiring, and installation of new double doors into the storage room.

**COST:**

\$45,000

**BUDGETED:**

Budgeted – Capital Improvement Plan for \$22,500 in Fiscal Year 2015/2016

Budgeted – Capital Improvement Plan for \$22,500 in Fiscal Year 2016/2017

**FUNDING SOURCE(S):**

Saugatuck Fire Capital Improvement Plan - \$45,000

**REQUESTER:**

Chief Greg Janik

**Fire Board Vote - Date:** \_\_\_\_\_

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_



## Funding Approval Form

January 15, 2016

**ITEM DESCRIPTION:**

Twenty-Six (26) Self Contained Breathing Apparatus (SCBA) & Rapid Intervention Team (RIT) Packs

**PRIORITY:**

High

**QUALITY FACTORS:**

In keeping with the standards of NFPA 1981 2013, the Saugatuck Township Fire District (District) is seeking funding to replace our obsolete SCBA air packs including face pieces and spare cylinders. Our current low pressure SCBA air packs meet the criteria and definition of obsolescence by a minimum of two NFPA cycles and 10 years of age or older from the date of manufacturer. The SCBA air packs were built in September 2004 to NFPA 1981 2002 Standards. If approved, we will purchase 26 complete Mine Safety Apparatus (MSA), CBRN compliant, SCBA air packs that will include, 4500psi - 45 minute carbon fiber cylinders, face piece, pass alarm, buddy breather, Echo Tracer and radio interface at an average cost of \$6,900 per air pack.

**COST:**

\$204,214

**BUDGETED:**

Budgeted – Capital Improvement Plan for \$65,000 in 2015/2016 Fiscal Year

**FUNDING SOURCE(S):**

FEMA Assistance to Firefighter Grant - \$137,620  
Saugatuck Fire Capital Improvement Plan - \$66,894

**REQUESTER:**

Chief Greg Janik

**Fire Board Vote - Date:** \_\_\_\_\_

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_