



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
Phone: 269 857-3000
E-mail: stfd-clerk@outlook.com

FIRE DISTRICT BOARD MEETING

4:00pm – February 20th, 2017

AGENDA

1. Call to Order / Roll Call:
2. Approval of Agenda (*additions / deletions*):
3. Approval of Minutes:
 - A. January 16th, 2017
4. Public Comment on Agenda Items Only (Limit 3 minutes):
5. Fire Chief Comments:
 - A. Incident Reports / Calls to Date / Overlapping Calls
 - B. Inspections/Plan Reviews
 - C. Community Risk Reduction
 1. Smoke Alarm Installs – Received approval from electrical inspectors for 110v Alarms
 2. Douglas Elementary Escape Plans – 2/23/2017
 3. Well Head Protection Team – Tank Identification Project
 - D. Grant Updates
 1. MMRMA Grant Check Received - \$5,879 for CCTV & Security System
 2. RAP Grant Application Submitted – Dash Cams - \$17,402, with District share of \$11,602
 3. CAP Grant Application Submitted – NFPA Courses - \$1,252, with District share of \$727
 - E. Firefighter Injuries
 1. Poison Oak – 2 Personnel
 2. Chest Injury
6. Request for Payment:
 - A. Account Payables
 - B. Financial Report
7. Unfinished Business:
 - A. Appreciation Dinner – March 25th, 2017
8. New Business:
 - A. What Not Inn Fundraiser – Live Fire Training Facility – March 28th, 2017 – 5:00-8:00pm
 - B. Funding Approval Form – Air Bags for Lifting – Roll Call Vote
 - C. Allegan County Radios & Pagers – Transfer of Ownership Agreement – Roll Call Vote
 - D. Banking Relationship - Transfer Accounts – Roll Call Vote
9. Correspondence:
 - A. Four (4) Letters Received
10. Public Comments: (Limit 3 minutes)
11. Fire Board Comments:
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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FIRE DISTRICT BOARD MEETING

4:00pm – January 16th, 2017

MINUTES

1. Call to Order / Roll Call: Meeting called to order by J. Verplank at 4:03pm
2. Approval of Agenda (*additions / deletions*): Add 7D under unfinished business “Blue Star Bridge” Motion by Beckman, 2nd by Mcilwaine to approve the agenda as amended. All approve, motion carries unanimously.
Present: R. McIlwaine, E. Beckman, Marilyn Starring, J. Verplank, K. Mooradian, T. Christensen
Absent with prior notice: S. Phelps
Also Present: Chief Gregory Janik, P. Stanislawski
3. Approval of Minutes:
 - A. December 19th, 2016
 - a. Motion by Mooradian, 2nd by Starring to approve the minutes of the December 19th, 2016 Fire Board Meeting. All approve, motion carries unanimously.
4. Public Comment on Agenda Items Only (Limit 3 minutes): None
5. Fire Chief Comments:
 - A. Incident Reports / Calls to Date / Overlapping Calls
 1. Incident report statistics were reviewed. 875 calls for 2016.
 2. 5:54 – average response time for 2016.
 - B. 2016 Statistics Year End Review
 1. Year-end statistics for 2016 were reviewed.
 - C. Cost Recoveries - \$461 received since last meeting
 1. Cost recovery spreadsheet was reviewed.
 2. Cost recovery team has collected \$21,577 in 2016.
 - D. Fund Raising Status - \$23,598.40 received to date
 - E. Inspections/Plan Reviews
 1. Inspection Report since the 12/19/2016 meeting was reviewed.
 - F. Community Risk Reduction
 1. B. Van Oss & M. Betts to attend Fire Inspector 1 Classes 2/20/17 to 3/3/17.
 2. CPR Classes for Township and Community
 - i. Discussion that J. Phillips, Township Supervisor has requested CPR classes for the Township staff and we are working to coordinate.
 - ii. Discussion about the need to purchase additional CPR manikins.
 3. Career Lectures – Saugatuck High School & Saugatuck Center for the Arts.
 4. MFIS Conference – Chief Janik is Guest Speaker with fees waived.
 - G. Grant Updates
 1. AAA Traffic Safety Grant Check Received - \$9,051 for Genesis Eforce 2.0 Spreaders.
 2. MMRMA Grant Check Received - \$1,079 for Backup Cameras.
 3. RAP Grant Application – Submittal due by 1/27/17 for Dash Cameras.
 4. CAP Grant Application – Submittal due by 1/27/17 for Fire Inspector Classes.
 - H. Personnel Achievements
 1. John Mileskiewicz completed Company Officer 1 & 2 classes.
 2. Chris Bernhardt passed National Registry test for Emergency Medical Responder.



SAUGATUCK TOWNSHIP FIRE DISTRICT

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- I. Staffing/Recruitment of Paid on Call Staffing Concerns
 1. Hiring two certified Firefighter/EMT's.
 - i. Discussion about the lack of stipend for these part time crews.
 - ii. Discussion about working up the numbers so we might be able to offer the stipend now if it fits within the current budget.
 - iii. Discussion to look at funding levels for staffing in regards to the millage when the next budget cycle comes around.
 2. Hired three trainees that are currently attending Allegan County Fire Academy.
 3. Cadet Program
 - J. Public Act 405 Passed – Firefighter Training & Education.
 1. Milestone for the state to allow the Firework Funding to be used for classes other than just Firefighter 1 & 2 Classes.
6. Request for Payment:
- A. Account Payables
 - a. Motion by Beckman, 2nd by Mooradian, to pay the bills in the amount of \$81,579.51. All approve, motion carries unanimously.
 - i. Discussion about finance charges to City of Saugatuck.
 - ii. Discussion about physicals for onboarding of new firefighters.
 - iii. Discussion about gas and oil fees being two months of bills for Dunesview.
 - B. Financial Report
 - a. Winter tax payments are beginning to come in.
 - b. More than 50% through our fiscal year and due to the high call volume, we will likely need to do a budget adjustment before the fiscal year end.
 - c. Financial reports year to date were reviewed.
7. Unfinished Business:
- A. Truck 2173 Update – Ram Truck
 - a. Truck is in-service, however there are a lot of concerns with the utility box.
 - b. Likely will end up fixing the issues ourselves and deducting from the invoice.
 - B. Police Committee
 - a. SDPD Responses outside of the area for 2016 were reviewed.
 - b. Working with SDPD to try and track data for the Police Committee.
 - c. R. McIlwaine voiced concerns that the Township and fire department are putting costs into collecting data, however Douglas City does not seem to be able to contribute.
 - K. Mooradian stated she would not discuss in a public meeting but understood that Bill Lefevere had emailed all the requested data to B. Rudich at the township.
 - d. All agencies are having difficulty extracting data from the Allegan County system.
 - C. Appreciation Dinner – March 25th, 2017 – 6:00pm
 - D. Blue Star Bridge
 - a. Reported that have not heard anything as of yet or been provided plans as to the proposed changes to Blue Star Bridge to date.



SAUGATUCK TOWNSHIP FIRE DISTRICT

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8. New Business:

A. Funding Approval Form – Ballistic Protection

- a. T. Christensen commended the District for being ahead of the game for securing the necessary devices to protect the district's personnel. When the threat happens there is not time to run back to the truck and don the vests.

Motion by Beckman, 2nd by Christensen to purchase the 9 ballistic vests in the amount of \$8,521.

YEAS: McIlwaine, Beckman, Starring, Verplank, Mooradian, Christensen

NEAS: None

ABSENT: S. Phelps

B. Township of Saugatuck

a. Chase Farm Road Development

- i. Discussion about development that came across our desks to review.
- ii. Discussion about water supply requirements from the International Fire Code and the District's policy requiring water main extension or a pond water supply when the 3rd dwelling is developed on any private road.
- iii. Discussion that Steve Kushion, the Township's Zoning Administrator didn't feel that he could enforce the water supply requirements since the parcel was split before the current owners knew of the requirements.
- iv. Suggestion by R. Mcilwaine to have all parties involved to meet and discuss the issue as a group.

b. International Code Council (ICC) – Fire Plan Review Forms

- i. Site Plan Review form was displayed and the ICC forms are utilized on any plan reviews.

c. Cost Recovery

- i. Discussion to include in meeting with parties involved at the township.

d. Fee Approvals

- i. Discussion to include in meeting with parties involved at the township.

9. Correspondence:

A. Chief Giles Retirement

- a. Received a nice Thank you letter from Chief Giles for working together for 9 years.

10. Public Comments: (Limit 3 minutes): None

11. Fire Board Comments: None

12. Adjournment: Meeting adjourned at 5:43pm

NOTICE

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02/17/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 01/18/2017 - 02/21/2017				
Check Date	Check	Vendor Name	Description	Amount
Bank MAC MACATAWA BANK				
01/27/2017	DD1178(A)	BETTS, MICHAEL	PAYROLL	828.66
01/27/2017	DD1179(A)	JANIK, GREG	PAYROLL	1,758.12
01/27/2017	DD1180(A)	MANTELS, CHRISTOPHER	PAYROLL	1,378.73
01/27/2017	DD1181(A)	MILESIEWICZ, JOHN	PAYROLL	907.16
01/27/2017	DD1182(A)	VAN OSS, BRENT	PAYROLL	1,547.34
01/27/2017	EFT292(E)	457 MERS	PAYROLL	978.96
01/27/2017	EFT293(E)	MISDU	PAYROLL	217.86
01/27/2017	EFT294(E)	IRS	PAYROLL	2,367.72
01/27/2017	EFT295(E)	MERS	PAYROLL	1,924.60
01/27/2017	EFT296(E)	STATE OF MICHIGAN	PAYROLL	1,304.99
01/31/2017	700(E)	HEALTH SAVINGS ACCOUNT	HEALTH INSURANCE	1,875.00
01/31/2017	701(E)	GREG JANIK	SUPPLIES	180.76
01/31/2017	702(E)	MACATAWA BANK	BANK FEES	106.48
01/31/2017	703(E)	PRAXAIR	CYLINDER RENTAL	60.48
01/31/2017	704(E)	SISTERS IN INK	UNIFORMS	166.94
01/31/2017	705(E)	VERIZON WIRELESS	CELL PHONES	134.26
01/31/2017	706(E)	WEST MICHIGAN UNIFORM	UNIFORMS	34.11
02/03/2017	DD1183(A)	BECKMAN, ERIC	PAYROLL	25.83
02/03/2017	DD1184(A)	BEEK, HEATHER	PAYROLL	87.93
02/03/2017	DD1185(A)	BERNHARDY, CHRISTOPHER	PAYROLL	119.42
02/03/2017	DD1186(A)	BETTS, MICHAEL	PAYROLL	171.59
02/03/2017	DD1187(A)	BLATT, DAVID	PAYROLL	292.21
02/03/2017	DD1188(A)	BLOK, MICHAEL	PAYROLL	306.07
02/03/2017	DD1189(A)	BRUNSTING, JESSICA	PAYROLL	233.51
02/03/2017	DD1190(A)	CHRISTENSEN, ROBERT	PAYROLL	26.12
02/03/2017	DD1191(A)	DORNBUSH, JEFFREY	PAYROLL	20.00
02/03/2017	DD1192(A)	ENGLAND, MICHAEL	PAYROLL	91.80
02/03/2017	DD1193(A)	GARGANO, CHRISTINE	PAYROLL	260.65
02/03/2017	DD1194(A)	GARGANO, MARK	PAYROLL	260.66
02/03/2017	DD1195(A)	GROENDYKE, BRET	PAYROLL	130.65
02/03/2017	DD1196(A)	JANIK, GREG	PAYROLL	166.87
02/03/2017	DD1197(A)	KERRIDGE, ADAM	PAYROLL	104.79
02/03/2017	DD1198(A)	KIRCHERT, ERIK	PAYROLL	891.59
02/03/2017	DD1199(A)	MANTELS, CHRISTOPHER	PAYROLL	263.53
02/03/2017	DD1200(A)	MC ILWAINE, ROY	PAYROLL	26.43
02/03/2017	DD1201(A)	MEISTE, JAMES	PAYROLL	52.86
02/03/2017	DD1202(A)	MEYER, KYLE	PAYROLL	639.08
02/03/2017	DD1203(A)	MILESIEWICZ, JOHN	PAYROLL	304.11
02/03/2017	DD1204(A)	MOKMA, WAYNE	PAYROLL	43.86
02/03/2017	DD1205(A)	MOORADIAN, KATHRYN	PAYROLL	26.13
02/03/2017	DD1206(A)	REWA, LANDON	PAYROLL	336.41

02/17/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 01/18/2017 - 02/21/2017				
Check Date	Check	Vendor Name	Description	Amount
02/03/2017	STUB42(A)	SCHRECKENGUST, DAWN	PAYROLL	0.00
02/03/2017	DD1207(A)	STARRING, LINUS	PAYROLL	686.63
02/03/2017	DD1208(A)	STARRING, MARILYN	PAYROLL	26.12
02/03/2017	STUB43(A)	STURM, ELLIOTT	PAYROLL	0.00
02/03/2017	DD1209(A)	TUCKER, MICHAEL	PAYROLL	116.30
02/03/2017	DD1210(A)	VAN AUKEN, LAUREL	PAYROLL	65.73
02/03/2017	DD1211(A)	VAN OSS, BRENT	PAYROLL	293.59
02/03/2017	DD1212(A)	VERPLANK, JANE	PAYROLL	26.43
02/03/2017	EFT297(E)	457 MERS	PAYROLL	1,617.12
02/03/2017	EFT298(E)	MISDU	PAYROLL	314.99
02/03/2017	EFT299(E)	IRS	PAYROLL	1,792.19
02/10/2017	DD1213(A)	BETTS, MICHAEL	PAYROLL	828.66
02/10/2017	DD1214(A)	JANIK, GREG	PAYROLL	1,758.12
02/10/2017	DD1215(A)	MANTELS, CHRISTOPHER	PAYROLL	1,378.73
02/10/2017	DD1216(A)	MILESKIEWICZ, JOHN	PAYROLL	907.16
02/10/2017	DD1217(A)	VAN OSS, BRENT	PAYROLL	1,547.36
02/10/2017	EFT300(E)	457 MERS	PAYROLL	978.96
02/10/2017	EFT301(E)	MISDU	PAYROLL	217.86
02/10/2017	EFT302(E)	IRS	PAYROLL	2,367.68
02/17/2017	707(E)	CONSUMERS ENERGY	FIRE BOAT DOCK	36.11
02/17/2017	708(E)	CONSUMERS ENERGY	FIRE BARN	583.25
02/17/2017	709(E)	FIRST BANKCARD	TRAINING, EQUIPMENT & SUPPLIES	1,892.89
02/17/2017	710(E)	KAL LAKE SEWER WATER	WATER	97.96
02/17/2017	711(E)	MICHIGAN GAS UTILITIES	NATURAL GAS	465.34
02/17/2017	712(E)	PRIORITY HEALTH	HEALTH INSURANCE	3,762.86
02/17/2017	713(E)	REPUBLIC SERVICES 240	TRASH	110.02
02/17/2017	714(E)	VERIZON WIRELESS	CELL PHONES & MODEMS	379.17
02/21/2017	19407	BJW BERGHORST & SON INC	FLANGE	18.10
02/21/2017	19408	BRADNER FIRE & RESCUE LLC	EXTRICATION EQUIPMENT ANNUAL	750.00
02/21/2017	19409	CRESCENT ELECTRIC SUPPLY CO	DROP CABLE & CLAMPS	181.44
02/21/2017	19410	DUNES VIEW KWIK SHOP INC	GASOLINE & DIESEL	880.01
02/21/2017	19411	EMERGENCY VEHICLE SERVICES	HOSE FITTINGS	605.50
02/21/2017	19412	FASTENAL	SUPPLIES	233.90
02/21/2017	19413	FIRE CATT LLC	LADDER TESTING	2,706.00
02/21/2017	19414	FIRST THOUGHT PRINTING	SIGN REPLACEMENT	400.00
02/21/2017	19415	FLAMETAMER FIRE PROTECTION	HYDRO TEST & RE CHARGE	75.00
02/21/2017	19416	FRIS OFFICE	OFFICE SUPPLIES	929.83
02/21/2017	19417	GRAAFSCHAP FIRE DEPARTMENT	DANIEL DRIVE COST RECOVERY	490.00
02/21/2017	19418	HOLLAND MEDICENTER	PHYSICALS	335.23
02/21/2017	19419	HOLLAND PT	BLACK TUBING	12.72
02/21/2017	19420	IHLE AUTO PARTS	SUPPLIES	623.92
02/21/2017	19421	K & R	2112 REPAIR	289.56
02/21/2017	19422	MFE INC	SENSIT CYLINDER	411.43

02/17/2017 CHECK REGISTER FOR SAUGATUCK FIRE DISTRICT				
CHECK DATE FROM 01/18/2017 - 02/21/2017				
Check Date	Check	Vendor Name	Description	Amount
02/21/2017	19423	HOLLAND READY ROOFING CO	ROOF INSPECTION & CLEAN GUTTER	115.00
02/21/2017	19424	GANGES TOWNSHIP	DANIEL DRIVE COST RECOVERY	720.00
02/21/2017	19425	HAMILTON FIRE	DANIEL DRIVE COST RECOVERY	380.00
02/21/2017	19426	FENNVILLE FIRE DEPARTMENT	DANIEL DRIVE COST RECOVERY	430.00
02/21/2017	19427	VAN RHEE PLUMBING INC	BATHROOM UPDATES	2,670.00
02/21/2017	19428	HAFPC	FIRE PREVENTION DUES	250.00
02/21/2017	19429	VS FLOWERS	SCHORLE	75.00
02/21/2017	19430	CFS INSPECTIONS	TOWER ANNUAL	500.00
02/21/2017	19431	MOORE MEDICAL LLC	MEDICAL SUPPLIES	84.72
02/21/2017	19432	NFPA	INSTALLATION STANDPIPE	176.40
02/21/2017	19433	OVERISEL LUMBER CO	SUPPLIES	106.97
02/21/2017	19434	RELIABLE ROAD SERVICE INC	2131 TIRES	651.64
02/21/2017	19435	SOMETHING DIFFERENT SIGNS	MDOT TRAILER	274.00
02/21/2017	19436	SOUTHSIDE BODY & FABRICATIO	ALUMINUM TUBE #2173	38.75
02/21/2017	19437	STANDARD	INSURANCE	412.43
02/21/2017	19438	WEST MICHIGAN FLEET PARTS IN	BELT	63.84
02/21/2017	715(A)	APPLIED IMAGING	COPIER	375.93
02/21/2017	716(A)	CHRIS BERNHARDY	MILEAGE	220.48
02/21/2017	717(A)	FLEIS & VANDENBRINK	LIVE FIRE TRAINING	700.00
02/21/2017	718(A)	MASTER MEDICAL EQUIPMENT	PULSE OXIMETER	335.00
02/21/2017	719(A)	LORRIE PASTOOR	CLEANING	160.00
02/21/2017	720(A)	PRAXAIR	CYLINDER RENTAL	20.06
02/21/2017	721(A)	CITY OF SAUGATUCK	FIRE BOAT LEASE	1.00
02/21/2017	722(A)	SOUND OFF SIGNAL	2171 LIGHT BAR	1,444.00
02/21/2017	723(A)	TELE RAD INC	BATTERY PACK	100.00
02/21/2017	724(A)	WEST MICHIGAN UNIFORM	SHOP TOWELS	72.00
Total of 110 Checks:				62,225.36
Less 0 Void Checks:				0.00
Total of 110 Disbursements:				62,225.36

Vendor Name	Description	Amount
1. APPLIED IMAGING		
	COPIER	375.93
2. BJW BERGHORST & SON INC		
	FLANGE	18.10
3. BRADNER FIRE & RESCUE LLC		
	EXTRICATION EQUIPMENT ANNUAL	750.00
4. CFS INSPECTIONS		
	TOWER ANNUAL	500.00
5. CHRIS BERNHARDY		
	MILEAGE	220.48
6. CITY OF SAUGATUCK		
	FIRE BOAT LEASE	1.00
7. CONSUMERS ENERGY		
	FIRE BOAT DOCK	36.11
	FIRE BARN	583.25
	TOTAL	619.36
8. CRESCENT ELECTRIC SUPPLY CO		
	DROP CABLE & CLAMPS	181.44
9. DUNES VIEW KWIK SHOP INC		
	GASOLINE & DIESEL	880.01
10. EMERGENCY VEHICLE SERVICES INC		
	HOSE FITTINGS	605.50
11. FASTENAL		
	SUPPLIES	189.62
	SUPPLIES	44.28
	TOTAL	233.90
12. FENNVILLE FIRE DEPARTMENT		
	DANIEL DRIVE COST RECOVERY	430.00
13. FIRE CATT LLC		
	LADDER TESTING	2,706.00
14. FIRST BANKCARD		
	APPRECIATION & EQUIPMENT	585.18
	APPRECIATION & TRAINING	826.09
	TRAINING, EQUIPMENT & SUPPLIES	394.74
	POSTAGE	58.68
	OFFICE FORMS	28.20
	TOTAL	1,892.89
15. FIRST THOUGHT PRINTING		
	SIGN REPLACEMENT	400.00
16. FLAMETAMER FIRE PROTECTION		
	HYDRO TEST & RE CHARGE	75.00
17. FLEIS & VANDENBRINK		
	LIVE FIRE TRAINING	700.00
18. FRIS OFFICE		
	OFFICE SUPPLIES	929.83
19. GANGES TOWNSHIP		
	DANIEL DRIVE COST RECOVERY	720.00
20. GRAAFSCHAP FIRE DEPARTMENT		
	DANIEL DRIVE COST RECOVERY	490.00
21. GREG JANIK		
	SUPPLIES	180.76
22. HAFPC		
	FIRE PREVENTION DUES	250.00
23. HAMILTON FIRE		
	DANIEL DRIVE COST RECOVERY	380.00
24. HEALTH SAVINGS ACCOUNT		
	HEALTH INSURANCE	1,875.00
25. HOLLAND MEDICENTER		

Vendor Name	Description	Amount
	PHYSICALS	335.23
26. HOLLAND PT		
	BLACK TUBING	12.72
27. HOLLAND READY ROOFING CO		
	ROOF INSPECTION & CLEAN GUTTERS	115.00
28. IHLE AUTO PARTS		
	SUPPLIES	623.92
29. K & R		
	2112 REPAIR	289.56
30. KAL LAKE SEWER WATER		
	WATER	97.96
31. LORRIE PASTOOR		
	CLEANING	160.00
32. MACATAWA BANK		
	BANK FEES	106.48
33. MASTER MEDICAL EQUIPMENT		
	PULSE OXIMETER	335.00
34. MFE INC		
	SENSIT CYLINDER	254.64
	CHECK VALVE & AUTO EJECT COVER	156.79
	TOTAL	411.43
35. MICHIGAN GAS UTILITIES		
	NATURAL GAS	465.34
36. MOORE MEDICAL LLC		
	MEDICAL SUPPLIES	84.72
37. NFPA		
	FIRE PREVENT INSPECTION	41.40
	CHIMNEY FIREPLACES	45.45
	INSTALLATION STANDPIPE	46.80
	FIRE PROTECTION STANDARD	42.75
	TOTAL	176.40
38. OVERISEL LUMBER CO		
	SUPPLIES	106.97
39. PRAXAIR		
	CYLINDER RENTAL	60.48
	CYLINDER RENTAL	20.06
	TOTAL	80.54
40. PRIORITY HEALTH		
	HEALTH INSURANCE	3,762.86
41. RELIABLE ROAD SERVICE INC		
	2131 TIRES	651.64
42. REPUBLIC SERVICES 240		
	TRASH	110.02
43. SISTERS IN INK		
	UNIFORMS	166.94
44. SOMETHING DIFFERENT SIGNS		
	MDOT TRAILER	274.00
45. SOUND OFF SIGNAL		
	2171 LIGHT BAR	1,444.00
46. SOUTHSIDE BODY & FABRICATION INC		
	ALUMINUM TUBE #2173	38.75
47. STANDARD		
	INSURANCE	412.43
48. TELE RAD INC		
	BATTERY PACK	100.00
49. VAN RHEE PLUMBING INC		
	BATHROOM UPDATES	2,670.00
50. VERIZON WIRELESS		

Vendor Name	Description	Amount
	CELL PHONES	134.26
	CELL PHONES & MODEMS	379.17
	TOTAL	513.43
51. VS FLOWERS	SCHORLE	75.00
52. WEST MICHIGAN FLEET PARTS INC	BELT	63.84
53. WEST MICHIGAN UNIFORM	UNIFORMS	34.11
	SHOP TOWELS	72.00
	TOTAL	106.11
TOTAL - ALL VENDORS		29,205.49
FUND TOTALS:		
Fund 206 - FIRE FUND		29,205.49

User: Peter
 DB: Stfd
 PERIOD ENDING 02/28/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE 02/28/2017	ACTIVITY FOR MONTH 02/28/2017	AVAILABLE BALANCE	% BGD USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 206 - FIRE FUND							
Revenues							
Dept 000							
206-000-401.000	SAUGATUCK CITY	226,620.00		177,746.55	56,420.01	48,873.45	78.43
206-000-402.000	SAUGATUCK TOWNSHIP	466,485.00		427,792.94	197,977.04	38,692.06	91.71
206-000-403.000	DOUGLAS CITY	236,329.00		135,977.92	55,945.01	100,351.08	57.54
206-000-450.000	FIRE SERVICES	3,000.00		2,381.50	0.00	618.50	79.38
206-000-460.000	INSPECTION & PLAN REVIEW FEES	5,000.00		5,810.00	250.00	(810.00)	116.20
206-000-465.000	COST RECOVERY	12,000.00		17,865.02	(1,557.50)	(5,865.02)	148.88
206-000-560.000	GRANTS & DONATIONS	39,000.00		47,363.79	0.00	(8,363.79)	121.45
206-000-561.000	REGIONAL TRAINING CENTER	7,000.00		7,000.00	0.00	0.00	100.00
206-000-565.000	FINANCE/ LOANS	0.00		0.00	0.00	0.00	0.00
206-000-665.000	INTEREST	750.00		42.99	1.25	707.01	5.73
206-000-685.000	SALES OF ASSETS	950.00		950.00	0.00	0.00	100.00
Total Dept 000		997,134.00		822,930.71	309,035.81	174,203.29	82.53
TOTAL REVENUES							
		997,134.00		822,930.71	309,035.81	174,203.29	82.53
Expenditures							
Dept 336-FIRE FUND							
206-336-702.000	BOARD SALARY	3,000.00		1,410.00	180.00	1,590.00	47.00
206-336-704.000	CHIEF SALARY	65,000.00		38,840.83	2,500.00	26,159.17	59.76
206-336-705.000	OFFICER SALARIES	10,300.00		4,116.58	512.49	6,183.42	39.97
206-336-708.000	CAREER FIREFIGHTER	136,375.00		84,355.53	5,361.92	52,019.47	61.86
206-336-709.000	OPERATIONAL WAGES	63,000.00		35,719.01	3,514.00	27,280.99	56.70
206-336-710.000	FIRE CALLS	36,000.00		30,688.50	1,628.50	5,311.50	85.25
206-336-711.000	MEDICAL CALLS	27,000.00		18,054.00	1,931.00	8,946.00	66.87
206-336-712.000	TRAINING	20,000.00		11,780.00	2,360.00	8,220.00	58.90
206-336-713.000	SPECIAL EVENTS	7,000.00		5,580.90	25.00	1,419.10	79.73
206-336-720.000	PAYROLL TAXES	27,750.00		18,257.87	1,377.96	9,492.13	65.79
206-336-721.000	EMPLOYEE INSURANCE BENEFITS	63,000.00		43,693.71	4,229.29	19,306.29	69.36
206-336-722.000	WORKER COMP INSURANCE	27,500.00		17,947.37	0.00	9,552.63	65.26
206-336-723.000	RETIREMENT	40,000.00		26,140.05	1,805.89	13,859.95	65.35
206-336-727.000	OPERATING SUPPLIES	10,000.00		11,350.03	1,285.83	(1,350.03)	113.50
206-336-728.000	GAS & OIL	10,000.00		4,452.81	880.01	5,547.19	44.53
206-336-730.000	PROFESSIONAL SERVICES	18,000.00		9,573.11	160.00	8,426.89	53.18
206-336-742.000	TESTING, REPAIR & REPLACEMENT	11,500.00		5,786.11	4,561.50	5,713.89	50.31
206-336-745.000	STATION TOOLS	2,500.00		1,135.11	324.99	1,364.89	45.40
206-336-746.000	FIRE FIGHTER TOOLS	6,400.00		5,643.76	254.64	756.24	88.18
206-336-751.000	PHONES	9,000.00		6,519.06	589.17	2,480.94	72.43
206-336-752.000	UTILITIES	11,000.00		6,828.65	1,292.68	4,171.35	62.08
206-336-759.000	HYDRANT MAINTENANCE	500.00		0.00	0.00	500.00	0.00
206-336-760.000	VEHICLE/ EQUIP REP & MAINTENANCE	36,000.00		35,772.25	3,793.91	227.75	99.37
206-336-761.000	BOAT MAINTENANCE	10,000.00		5,827.36	1.00	4,172.64	58.27
206-336-762.000	RADIO & PAGER R&R	3,500.00		3,597.53	100.00	(97.53)	102.79
206-336-763.000	BUILDING REPAIR & MAINTENANCE	15,000.00		13,104.03	3,415.66	1,895.97	87.36
206-336-764.000	BUILDING SECURITY	7,500.00		7,162.16	0.00	337.84	95.50
206-336-767.000	DUES & SUBSCRIPTIONS	1,900.00		2,126.74	250.00	(226.74)	111.93
206-336-770.000	OFFICE EXPENSES	7,000.00		5,546.03	1,392.64	1,453.97	79.23
206-336-771.000	TECHNOLOGY	9,600.00		3,169.08	0.00	6,430.92	33.01
206-336-775.000	BUILDING INSPECTIONS	500.00		221.85	176.40	278.15	44.37
206-336-780.000	UNIFORMS	7,000.00		4,312.29	0.00	2,687.71	61.60
206-336-781.000	TURN OUT GEAR	5,000.00		4,654.75	143.00	345.25	93.10
206-336-785.000	EDUCATION	15,000.00		6,308.12	551.68	8,691.88	42.05
206-336-791.000	MEDICAL SUPPLY	4,500.00		5,898.83	419.72	(1,398.83)	131.09

User: Peter
DB: Stfd

PERIOD ENDING 02/28/2017

GL NUMBER	DESCRIPTION	2016-17		YTD BALANCE 02/28/2017 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/28/2017 INCREASE (DECREASE)	AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)			BALANCE	% BDGT USED
Fund 206 - FIRE FUND							
Expenditures							
206-336-795.000	FIRE PREVENTION	8,000.00		6,429.27	0.00	1,570.73	80.37
206-336-796.000	PHYSICALS	3,000.00		1,324.05	335.23	1,675.95	44.14
206-336-805.000	REGIONAL TRAINING CENTER	7,000.00		1,431.50	700.00	5,568.50	20.45
206-336-815.000	GENERAL INSURANCE	20,000.00		7,262.00	0.00	12,738.00	36.31
206-336-861.000	TAX CHARGE BACK	500.00		259.94	0.00	240.06	51.99
206-336-975.000	LOAN PAYMENT	40,000.00		0.00	0.00	40,000.00	0.00
206-336-980.000	SMALL CAPITAL	53,450.00		46,979.10	0.00	6,470.90	87.89
206-336-985.000	LONG TERM CAPITAL	173,983.00		147,834.75	0.00	25,748.25	85.17
Total Dept 336-FIRE FUND		1,032,858.00		697,094.62	46,054.11	335,763.38	67.49
TOTAL EXPENDITURES		1,032,858.00		697,094.62	46,054.11	335,763.38	67.49
Fund 206 - FIRE FUND:							
TOTAL REVENUES		997,134.00		822,930.71	309,035.81	174,203.29	82.53
TOTAL EXPENDITURES		1,032,858.00		697,094.62	46,054.11	335,763.38	67.49
NET OF REVENUES & EXPENDITURES		(35,724.00)		125,836.09	262,981.70	(161,560.09)	352.25
TOTAL REVENUES - ALL FUNDS							
TOTAL EXPENDITURES - ALL FUNDS		997,134.00		822,930.71	309,035.81	174,203.29	82.53
NET OF REVENUES & EXPENDITURES		1,032,858.00		697,094.62	46,054.11	335,763.38	67.49
		(35,724.00)		125,836.09	262,981.70	(161,560.09)	352.25



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



Funding Approval Form

February 16, 2017

ITEM DESCRIPTION:

Airbags for Lifting

PRIORITY:

High

QUALITY FACTORS:

Due to failures to the others, we only have one functional airbag that is 32 years old. Airbags are utilized for heavy lifting at motor vehicle accidents, structural collapses, heavy machinery incidents, and several other uses. Airbags are used in pairs to lift and make space to remove victims from these areas. Industry standards are for airbags to be replaced after 10-15 years, and ours have far exceed that.

We have been able to verify that our existing airbag lifting controller is still acceptable for use with the proposed new airbags, which is a cost savings of \$1,200. These airbags are just another essential tool that fits in small spaces to minimize extended extrication times of victims.

COST:

- 2 – 24"x24" Flat Form Airbag - \$1,738 each - \$3,476
- 2 – 15"x15" High Pressure Airbag - \$796.00 each - \$1,592
- 4 – Fittings to adapt to existing controller - \$660
- 1 - Shipping - \$165

TOTAL - \$5,893

BUDGETED:

Budget – 2016/17 Budget Year

FUNDING SOURCE(S):

- Budget – Capital Plan \$5,000.00– 2016/17 Fiscal Year
- Budget – Firefighter Tools - \$893.00 – 2016/17 Fiscal Year

REQUESTER:

Chief Gregory Janik

Fire Board Vote - Date: _____

Motion: _____

YEAS: _____

NAYS: _____

ABSENT: _____

Rescue Resources L.L.C.

6754 Kitson NE • Rockford, MI 49341 • 616.540.2023

Fax: 616-874-2533

E Mail: genesismichigan@me.com

E Mail: KTSFIRE@SBCGLOBAL.NET

February 13, 2017

Captain Chris Mantels
Saugatuck Township Fire District
3342 Blue Star Highway, Saugatuck MI 49453
Email: stfdinspect@gmail.com

Captain Mantels:

Rescue Resources hereby submits the following GENESIS Air Bag quote.

	<u>Price Unit</u>	<u>Amount</u>
Two (2) Genesis Flat Form Airbag	\$1,738.00 ea.	\$3,476.00
• Dimension: 24"x24"		
• P/N: ART.HPF35.7		
Two (2) Genesis 145 PSI High Pressure Airbag	\$796.00 ea.	\$1,592.00
• Dimension: 15"x15"		
• P/N:ART.HPK13.8		
Four (4) 10 Bar Inline Relief/ Shut-Off Valve	\$165.00 ea.	\$ 660.00
Sub Total		<u>\$5,728.00</u>
Shipping estimate, actual cost charged at time of shipping		<u>\$ 165.00</u>
Total		<u>\$5,893.00</u>

If you have any questions feel free to contact me any time.

Thank you,

Kevin Sehlmeier
616-540-2023

Allegan County Board of Commissioners



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269-673-0203 Main Office
269-686-5331 Main Fax
<http://www.allegancounty.org>

*Dean Kapenga, Chairman
Tom Jessup, Vice Chairman*

MEMO

DISTRICT 1

Dean Kapenga
616-218-2599
dkapenga@
allegancounty.org

TO: Saugatuck Township Fire District

DATE: February 6, 2017

RE: Distribution of Public Safety Radios/Pagers

DISTRICT 2

Jim Storey
269-848-9767
jstorey@
allegancounty.org

Allegan County has acquired equipment as part of the County-wide Public Safety Communication System. We are ready to furnish your local units with the Board approved allotment of radios and pagers to continue with this project. As such, the following information has been included for your consideration:

DISTRICT 3

Max R. Thiele
269-673-4514
mthiele@
allegancounty.org

Attachment 1 – Public Safety Project Update.

Attachment 2 – Transfer of Ownership Agreement/Appendix A - Equipment.

For accepting ownership of allotted radios/pagers, the agreement (Attachment 2) must be approved/signed by the governing body and received prior to March 1, 2017 to:

DISTRICT 4

Mark DeYoung
616-681-9413
mdeyoung@
allegancounty.org

Robert J. Sarro, County Administrator

3283 122nd Avenue

Allegan, MI 49070

Fax: 269 686-5331

Email: administration@allegancounty.org

DISTRICT 5

Tom Jessup
269-637-3374
tjessup@
allegancounty.org

Thank you for your time and participation. Any questions may be directed to the County Administrator Rob Sarro at (269) 673-0239.

DISTRICT 6

Gale Dugan
269-694-5276
gdugan@
allegancounty.org

Enclosures

cc: Participating Member Units:

Saugatuck Township,

Saugatuck City,

Douglas City,

Laketown Township (Southwest)

DISTRICT 7

Don Black
269-792-6446
dblack@
allegancounty.org

Mission Statement

"The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper"

Allegan County
911
Central Dispatch



911 Central Dispatch Center
3275 – 122nd Avenue
Allegan, MI 49010
269-673-3899 Main Office
269-673-6293 Main Fax

Director, Jeremy Ludwig

Attachment 1 - Allegan County Public Safety Project Update

In June 2016, after a detailed Request for Proposal (RFP) process and intense contract negotiation, Motorola Solutions Inc. was awarded a contract for Allegan County's new Public Safety Communication System as part of the Michigan Public Safety Communication System (MPSCS). As part of this project we have an approved contract with a one-time purchase of portable and mobile radios.

Eight fire agencies within Allegan County inquired about upgrading the radios that would be transferred for its use to a more robust version of the radio, or one with a high visibility skin. The upgrades would be at the expense of the individual agency and an agreement between the Allegan County Fire Chief's Association (ACFCA) and Motorola was reached to facilitate the upgrades. The eight agencies submitted its upgrade requests to the ACFCA who in turn submitted the order on behalf of the agency as a single bulk purchase for which the ACFCA will be directly invoiced by Motorola. In order to facilitate the requested upgrades in a manner that will accommodate the present project schedule, so as to have the upgrades completed in time for programming and installation, ownership of the County purchased radios will first need to be transferred.

In addition, as a separate purchase the County acquired fire pagers. Unication G5 pagers will be provided to Fire agencies and Emergency Management to replace their current VHF pagers. The new pagers are dual band and can be programmed to run on either VHF or 800MHz. These pagers will be programmed with both our present VHF template and the new 800MHz template once finalized. This will allow Fire agencies to operate with their new G5 pagers, immediately after programming, on the present system as VHF and when we have cutover to the new 800MHz system they can simply be switched to 800MHz and operate on the new system.

Programming of the radios and pagers will begin May – June 2017 with installation/distribution occurring soon after.

Presently Allegan County Central Dispatch is working with the State of Michigan to finalize all agreements with the County for membership, and colocation on the MPSCS. Negotiations are in progress with Harris Inc. to extend the present service agreement on the existing radios system until cut-over to the MPSCS which is anticipated to occur by years end (2017).

Motorola Solutions and their subcontractors are actively assessing the structural integrity of the radio towers that will support the new radios system and providing recommendations for any modifications that may be needed to meet required standards. New generators and backup power systems for the tower locations are being delivered and installed over the months of January and February.

Radio channel/talk group templates are being built by the Radio Project's Steering Team with the assistance of a number of volunteers from Allegan County Public Safety Agencies. These template will be submitted to the State in February to be approved and later programmed into public safety's new radios.

With the assistance of our Consultant, ACD Telecom, partnerships with Motorola, the State of Michigan and numerous volunteers from public safety this project continues to move forward as a collaborative effort. We remain on-time, in-scope, and in-budget.

Any questions regarding this project, please contact Central Dispatch Director Jeremy Ludwig at (269) 686-4564.

TRANSFER OF OWNERSHIP AGREEMENT

Public Safety Radio/Pagers

This Transfer of Ownership Agreement (“Agreement”) is made by and between ALLEGAN COUNTY (“County”) and Saugatuck Township Fire District Board (“Local Unit”).

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the County and Local Unit agree to the following terms and conditions:

1. Definitions.

1.1. “Agreement” means the terms and conditions of this Transfer of Ownership Agreement and any other mutually agreed to written and executed modification, amendment, or addendum.

1.2. “Claim” means any alleged loss, claim, complaint, demand for relief or damages, cause of action, proceeding, judgment, deficiency, liability, penalty, fine, litigation, costs, and/or expenses, including, but not limited to, reimbursement for attorney fees, witness fees, court costs, investigation expenses, litigation expenses, and amounts paid in settlement which are imposed on, incurred by, or asserted against the County or Local Unit, as defined herein, whether such claim is brought in law or equity, tort, contract, or otherwise.

1.3. “Day” means any calendar day beginning at 12:00 a.m. and ending at 11:59 p.m.

1.4. “Equipment” means the equipment which is listed and described in Appendix “A” to this Agreement.

1.5. “County” means Allegan County, including, but not limited to, its Board of Commissioners, any and all of its departments, divisions, elected and appointed officials, directors, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such person’s successors.

1.6. “Local Unit” means Saugatuck Township Fire District Board, including, but not limited to, its elected governing body, any and all of its departments, divisions, elected and appointed officials, directors, authorities, committees, employees, agents, subcontractors, attorneys, volunteers, and/or any such person’s successors.

2. Transfer of Title.

2.1. The County has purchased the Equipment with 911 Surcharge funds.

2.2. The County grants all right, title, and interest in and to the Equipment to the Local Unit.

3. Acceptance of Equipment.

3.1. By signing this Agreement, the Local Unit accepts the Equipment in its current condition ("AS IS") and acknowledges that it had an opportunity to inspect the Equipment.

4. County Assurances. The County represents the following:

4.1. The County has full right and title to transfer ownership of the Equipment to the Local Unit.

4.2. The County has no knowledge of any judgments, liens, mortgages, pledges, claims, rights, security, interests, encumbrances, or any other adverse interests against the Equipment.

4.3. To the extent possible, the County transfers all warranties to the Equipment to the Local Unit.

5. Local Unit Responsibilities.

5.1. Upon execution of this Agreement the Local Unit shall be solely responsible for the Equipment, including, but not limited to, the following:

5.1.1. Operation of the Equipment.

5.1.2. Maintenance and repair of the Equipment.

5.1.3. Replacement or repair of Equipment which is willfully or negligently lost, stolen, damaged or destroyed.

5.1.4. Investigation and full documentation of any loss, damage, or theft of Equipment.

5.1.5. Insurance coverage for the Equipment if required by law or if the Local Unit deems it appropriate in its discretion.

5.1.6. Training for use of the Equipment, if training is not included with the purchase of the Equipment.

5.1.7. Liability for all Claims arising out of the Local Unit's use of the Equipment.

5.2. The Local Unit shall comply with, and shall use the Equipment in accordance with, Allegan County Central Dispatch policies, Federal Communication Commission (FCC) rules, the County's agreement with the Michigan Public Safety Communication System (MPSCS) and Motorola, and any other relevant regulations.

5.2.1. The Local Unit shall immediately return the Equipment to the County or remit to the County funds if the Equipment is used contrary to Section 5.2 reflective of the equipment value as outlined in Appendix A.

5.3. The Local Unit shall keep the County informed of the location of the Equipment. If the Equipment by its nature is mobile, the Local Unit must provide a general location or "home base" where the Equipment can be found. If the location of the Equipment changes, the Local Unit shall provide the new location to the County immediately.

5.4. The Local Unit shall not sell or otherwise dispose of the Equipment without advance written permission from the County for a period of 10 years from the transfer of ownership.

5.5. The Local Unit shall be solely responsible for all costs, fines, and fees associated with the use and misuse of the Equipment, including, but not limited to, costs for replacing the Equipment or costs, fines, or fees associated with any improper use of the Equipment.

5.6. The Local Unit shall make the Equipment available to the County and state and federal officials upon request.

5.7. The Local Unit acknowledges and agrees that this is a one-time transaction and the County will not provide further equipment of this type. All additional equipment and/or accessories needed, as well as maintenance and warranty, are the sole responsibility of the Local Unit.

6. No Third Party Beneficiaries.

6.1. Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right, in favor of any other person or entity.

7. No Discrimination.

7.1. The Parties shall not discriminate against their employees, agents, applicants for employment or other persons or entities with respect to hire, tenure, terms, conditions, and privileges of employment or any matter directly or indirectly related to employment in violation of any federal, state or local law.

8. Permits and Licenses.

8.1. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations necessary to carry out its obligations and duties pursuant to this Agreement.

9. Reservation of Rights.

9.1. This Agreement does not and is not intended to waive, impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties.

10. Delegation/Subcontracting/Assignment.

10.1. Neither Party shall delegate, subcontract, and/or assign any obligations or rights under this Agreement without the prior written consent of the other Party.

11. No Implied Waiver.

11.1. Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances, shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.

12. Severability.

12.1. If a court of competent jurisdiction finds a term or condition of this Agreement to be illegal or invalid, then the term or condition shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.

13. Captions.

13.1. The section and subsection numbers, captions, and any index to such sections and subsections contained in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers, captions, and indexes shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural number, any reference to the male, female, or neutral genders, and any possessive or non-possessive use in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.

14. Governing Law.

14.1. This Agreement shall be governed, interpreted, and enforced by and under the laws of the State of Michigan.

15. Agreement Modifications or Amendments.

15.1. Any modifications, amendments, recessions, waivers, or releases to this Agreement must be in writing and executed by both Parties.

16. Entire Agreement.

16.1. This Agreement represents the entire agreement and understanding between the Parties. This Agreement supersedes all other oral or written agreements between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

ALLEGAN COUNTY

By: _____
Its:

Date Signed: _____

SAUGATUCK TOWNSHIP FIRE DISTRICT BOARD

By: _____
Its:

Date Signed: _____

APPENDIX "A"
Equipment

QTY	DESCRIPTION	VALUE
	2017 One-time Subscriber Unit Distribution	
31	APX6000 Portable Radio	\$81,809.00
11	APX6500 Mobile Radio	\$44,440.00
4	APX6500 Mobile Dual Head	\$17,812.00
44	Unication Model G5 Pager	\$26,642.00
	TOTAL VALUE:	\$170,703.00