

SAUGATUCK TOWNSHIP FIRE DISTRICT

3342 Blue Star Highway, Saugatuck, MI 49453

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

FIRE DISTRICT BOARD MEETING

MINUTES

6:30pm January 18, 2016

1. Call to Order / Roll Call: **Called to order by J. Verplank at 6:36pm.**
Members Present: R. McIlwaine, E. Beckman, J. Schmidt, J. Verplank, S. Phelps, H. Zavislak, G. Bekken.
2. Approval of Agenda (*additions / deletions*): **Motion by Phelps, 2nd by Schmidt. All approve of minutes.**
3. **Approval of Minutes: Motion by Beckman, 2nd by Phelps. All Approve of minutes.**
 - A. **December 21, 2015**
4. Correspondence:
5. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date**
 1. Incidents for year end 2015 were reviewed.
 2. 2015 YTD average response time 5.44 minutes.
 3. Incidents to date in 2016 were reviewed.
 - B. **FEMA Grant Process & Submittal**
 1. Grant request for large diameter hose for \$43,995 was submitted to FEMA on January 14th, 2016
 - C. **2 Cost Recoveries – Received Total \$768**
 1. 2015 Cost Recoveries to date were reviewed.
 2. 2016 Cost Recoveries to date were reviewed.
 - D. **MMRMA Grant Checks Received- \$1,695 & \$563**
 1. \$1,695 for Back Station Fire Alarm.
 2. \$563 for Fire Inspector 1 Classes.
 - E. **CAFS Sold - \$3,500 Check Received – Proceeds to Sensit Docking Station**
 1. B. VanOss listed old CAFS units and 3 were purchased by Spencer Manufacturing for \$3,500.
 - F. **Annuity Update – Cancellation Request Form Submitted**
 1. Check from Annuity program received. Peter is working with MERS to complete the transfer.
 2. Tracking down addresses of former personnel has been difficult.
J. Mileskiewicz has been a huge asset in tracking down this information.
 - 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) - None

7. Request for Payment:
 - A. Account Payables** – Motion by Phelps, 2nd by Bekken to pay bills in the amount of \$77,320.58 – All approve to pay the bills.
 - B. Financial Report** –
 - a. Property Taxes are coming in. Collected 43% of anticipated revenue to date.
 - b. Financial reports were reviewed by P. Stanislawski
 - i. Discussion about clerk vs. career firefighter budgets and amendments.
8. Unfinished Business:
 - A. Hydrant Maintenance Update**
 - 1. Active911 – Hydrant Data Entry – Waiting on GIS Data**
 - a. Department is researching water main supply size to hydrants as this was not included in the F&V Engineering study.
 - 2. Public Notification of Hydrant Clearing – Newspaper Ads Updated**
 - a. Chief Janik surveyed hydrants today and they seemed okay.
 - b. Discussion about private plow companies to not bury hydrants.
 - c. Discussion about water agreement and hydrant maintenance status list.
 - B. SCBA – Status – Selection Made, Requesting Funding Approval**
 - a. Discussion of vendor selection being MSA.
 - b. Discussion of Discounted Bottles.
 - c. Discussion of warranty.
 - C. Roofing Project – Vendor Requesting Material Payment**
 - a. Discussion about payment request.
 - b. Board approves payment of 50% of deposit invoice.
9. New Business:
 - A. Funding Approval Request - 26 Self Contained Breathing Apparatus - \$66,894**
 - a. Motion by Zavislak, 2nd by Schmidt to purchase 26 SCBA in the amount of \$66,894.
 - b. ROLL CALL VOTE:
 YES: Zavislak, Schmidt, McIlwaine, Beckman, Verplank, Phelps, Bekken.
 NO: None
 - B. Funding Approval Request – SCBA Air Filling Station - \$45,000**
 - a. Motion by Phelps, 2nd by Bekken to purchase SCBA air filling station in the amount of \$45,000
 ROLL CALL VOTE:
 YES: Phelps, Bekken, McIlwaine, Beckman, Schmidt, Verplank, Zavislak.
 NO: None
 - b. Board commends Chief Janik and crew for research and decision making on both the purchase of SCBA's and Air Filling Station.
 - C. HME Listing**
 - a. Discussion about issues with pump cavity freezing, gauges freezing.
 - b. HME Manufacturer refuses to even work on the truck, even for payment.
 - c. Discussion about listing truck for sale while there is still some value left to the truck.

- d. Discussion about running through brakes and tires very rapidly.
- e. Motion by Phelps, 2nd by Beckman to list HME for sale and accept no less than \$150,000 for its sale.

ROLL CALL VOTE:

Yes: Phelps, Beckman, McIlwaine, Schmidt, Verplank, Bekken.

Abstain: Zavislak

10. Fire Board Comments

- a. R. McIlwaine thanked the firefighters for attending the township meeting and participating in passing the Short Term Rental Ordinance.

11. Public Comments: (Limit 3 minutes)

- a. L. Starring thanked board and passed along public comment to thank us for our service.
- b. Chief Janik thanked the Township for their model Short Term Rental Ordinance and hopes to get it passed in the other municipalities.
- c. J. Verplank thanks personnel for spending time out at holidays and during inclement weather for several different calls.

12. Adjournment: Motion by Bekken at 8:01pm to adjourn.

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.