



# SAUGATUCK TOWNSHIP FIRE DISTRICT



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## FIRE DISTRICT BOARD MEETING

6:30pm – April 18<sup>th</sup>, 2016

### MINUTES

1. **Call to Order / Roll Call:** Called to order by J. Verplank at 6:31pm  
**Present:** R. McIlwaine, E. Beckman, J. Schmidt, J. Verplank, S. Phelps, G. Bekken  
**Also Present:** Chief Greg Janik, P. Stanislawski  
**Absent:** H. Zavislak
2. Approval of Agenda (*additions / deletions*): **Addition under Fire Chief Comments - I. Board Member Resignation Letter**  
**Motion by Phelps, 2<sup>nd</sup> by Schmidt, to approve the agenda. Motion carries unanimously**
3. **Approval of Minutes:**
  - A. **March 21<sup>st</sup>, 2016**—Motion by Phelps, 2<sup>nd</sup> by Bekken to approve the minutes of 3/21/16.  
**Motion carries unanimously.**
  - B. **April 1<sup>st</sup>, 2016** - Motion by Phelps, 2<sup>nd</sup> by Bekken to approve the minutes of 4/1/16.  
**Motion carries unanimously.**
4. **Correspondence:**
  - A. **“Thank you”** – Mark and Grady Rapsum thank the department for taking time to visit fire station with Captain Betts and Chief Janik.
5. **Fire Chief Comments:**
  - A. **Incident Reports / Calls to Date**
    1. **Incident Report Statistics to date were reviewed.**
    2. **Extremely high volume of PI Accidents two weekends in a row in March & April due to inclement weather.**
    3. **5:49 average response time to date.**
  - B. **Inspections/Plan Reviews**
    1. **Inspections since the 3/21/16 board meeting were reviewed.**
  - C. **Cost Recoveries**
    1. **No Changes since last meeting.**
  - D. **Canvas Donation**
    1. **Hose bed cover for Engine #2112 work was donated by Suites of Saugatuck.**
  - E. **Address Sign Initiative**
    1. **Request Board approval to issue a Green Address sign to any home that has a building permit issued within the District’s jurisdiction. Be given as a gift to homeowners as a welcome to the community. This will assist in Community Risk Reduction.**
  - F. **Generator Failed Load Testing - \$420.00**
    1. **Gates Electric failed to install the proper sized gas line. Gates Electric had the gas line corrected, and reimbursed the District \$420.00 for the failed load test.**
  - G. **Consumers Energy LED Survey Cost/Benefit**
    1. **20 lamps were replaced by Consumer’s Energy at no cost. They will be doing an analysis to confirm the payback of changing all bulbs to LED.**



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- H. Fire Academy
  - 1. Allegan County Fire Academy graduated April 5<sup>th</sup>, 2016.
  - 2. Mike Blok passed his challenge of Firefighter 2.
  - 3. Laurel VanAuken passed the Firefighter 1 & 2 exam.
- I. Thank you to Janet Schmidt for putting together the Appreciation Dinner.
- J. H. Zavislak submitted a letter of resignation for his Fire Board position on 4/18/2016.
- 6. Public Comment on Agenda Items: (Limit 3 minutes): **None.**
- 7. Request for Payment:
  - A. **Account Payables – Motion by Phelps, 2<sup>nd</sup> by Beckman to pay the bills in the amount of \$102,923.12.**  
**Discussion – Hold the payment to Time Emergency for \$12,770 until hose order is corrected.**  
**Motion carries unanimously.**
  - B. **Financial Report**
    - a. P. Stanislawski reviewed the financial report and budget year to date.
  - C. **Budget Approval Fiscal Year 2016/17**
    - a. P. Stanislawski reviewed the proposed budget for 2016/2017.
    - b. G. Janik reviewed the Small Capital Plan.
    - c. G. Janik reviewed the Long Term Capital Plan.
    - d. Discussion about Truck #2172 needing to be replaced very soon and buying gently used versus new.
    - e. Motion by Phelps, 2<sup>nd</sup> by Schmidt to purchase a new truck to replace the 2004 Ford Expedition Truck #2172, not to exceed the amount \$45,000. for payment after July 1<sup>st</sup>, 2016.  
**YEAS: Phelps, Schmidt, McIlwaine, Beckman, Verplank, Bekken.**  
**NEAS: None**  
**Motion carries unanimously.**
    - f. Board agrees on budget to submit to the three municipalities for approval from each council.
- 8. Unfinished Business:
  - A. **SCBA – Status – Estimated delivery date May 1<sup>st</sup>, 2016**
  - B. **Fennville AMR Response Time Data will be extracted if required by Fire Board**
    - a. AMR General Manager stated that Fennville is not usually separated out of their numbers and they are willing to do so if the board requests. At this time the Fire Board does not see this as a necessity.
  - C. **Phragmites Prescribed Burn – The burn has been put on hold for the time being per City of Douglas.**
  - D. **Radio System Discussion**
    - a. Working with Allegan County to go with a different type of radio system that will overall be better in the long run.
    - b. Allegan County Fire Chief's Association has recommended to Allegan County to switch to the 800 Mhz MPSCS system provided that Allegan County funds the initial purchase of radios to all fire departments.
    - c. The upcoming meeting schedule regarding the radio system was reviewed.



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- d. Chief Janik and Chief DenBleyker are the only end users that have worked diligently to ensure we are purchasing an appropriate radio system that will suit the fire service needs of the county.
- e. MPSCS radios have been tested throughout the district and worked within several different types of buildings with clear communications.
- f. MPSCS covers all future upgrade costs to the radio systems excluding the radios.
- E. Truck #2171 – 2008 Ford F150 Sold for \$5,000 on 4/7/2016
  - a. Thank you to Hudsonville Transmission and L. Starring for brokering the sale.
- 9. New Business:
  - A. SCBA Filling Station – Room Ready, Compressor Scheduled to Arrive 4/16/2016
    - a. SCBA Filling Station and Compressor arrived 4/18/2016.
  - B. FEMA Grant Presentation – May 20<sup>th</sup>, 2016 at 2:00pm – Congressmen Fred Upton and Senator Tonya Schuitmaker scheduled to attend.
    - a. Discussion about event on May 20<sup>th</sup> and media coverage.
    - b. The grant was the \$137,600 purchase of the 26 – SCBA's.
- 10. Fire Board Comments:
  - a. J. Schmidt – discussion about attending music in the park to raise money from the public for another item similar to the Lucas CPR machine.
  - b. E. Beckman – Sorry to see H. Zavislak leave the board.
- 11. Public Comments: (Limit 3 minutes):
  - a. C. Mantels – Thank you again for replacement of Truck #2172.
- 12. Adjournment: Motion to adjourn by G. Bekken at 8:11pm.

## 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.