



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 – November 21st, 2016

MINUTES

1. Call to Order / Roll Call: **Meeting called to order by J. Verplank at 4:06pm**
Present: **R. McIlwaine, E. Beckman, J. Verplank, S. Phelps, T. Christensen, K. Mooradian**
Absent with prior notice: **J. Schmidt**
Also Present: **Chief Gregory Janik, P. Stanislawski**
2. Approval of Agenda (*additions / deletions*): **Motion by McIlwaine, 2nd by Beckman to approve the agenda. All Approve, motion carries unanimously.**
3. **Approval of Minutes:**
 - A. **October 17th, 2016**
 - a. **Motion by Phelps, 2nd by Mooradian to approve the minutes as presented. All approved, motion carries unanimously.**
4. Public Comment on Agenda Items Only (Limit 3 minutes):
5. Guest Speaker – Dan of Siegfried & Crandall PC – Audit Review
 - a. Chief Janik and P. Stanislawski do an excellent job of being fiscally responsible for the Saugatuck Township's Fire District assets.
 - b. Only one adjustment was needed due to Ram truck being delayed.
 - c. Overall the financials look good especially with all the capital purchases.
6. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 1. **Incident report statistics were reviewed. 797 calls year to date.**
 2. **5:40 - Average response time year to date.**
 3. **Motor vehicle incidents are up 45% as of 11/21/2016**
 4. **Allegan County Fire Department Incidents were reviewed.**
 - B. **Cost Recoveries - \$990 received since last meeting**
 1. **Cost recovery spreadsheet was reviewed.**
 2. **Cost recovery team has collected \$19,040.00 year to date.**
 - C. **Fund Raising Status - \$12,341 received to date**
 - D. **Inspections/Plan Reviews**
 1. **Inspection Report since the 10/17/2016 meeting were reviewed.**
 - E. **Community Risk Reduction - Douglas Elementary School – Fire Prevention – 368 Students**
 1. **Chief Janik, Captain Mantels, and Captain Betts taught fire prevention for the week.**
 - F. **Shangri La Community – Smoke & CO Alarm Install – 11/5/2016**
 1. **Shangri La Install Graphs were reviewed for Community Risk Reduction.**
 - G. **Grant Update**
 1. **MMRMA – CCTV & Card Access Grant -Awarded \$6,098.50**
 - i. **Reviewed award was 50% of the cost of the CCTV & Card access systems.**
 2. **FEMA – Assistance to Firefighter Grant – Large Diameter Hose – Submitted 11/16/2016**
 - i. **FEMA grant was submitted prior to last Friday's deadline.**
 - H. **Michigan Public Safety Broadband – MIPSB – Workgroup Appointment – Chief Janik**
 1. **Chief Janik was appointed by the State Fire Marshal**



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



- I. **MDOT Meeting**
 1. Had a meeting with MDOT and was a good meeting to learn the dynamics.
 2. MDOT plans to provide an arrow board for STFD to store and deploy.
7. Request for Payment:
 - A. **Account Payables**
 - a. Motion by Phelps, 2nd by Beckman to pay the bills in the amount of \$128,518.90. Discussion about SCA AED reimbursement. Discussion about backpack blower purchase. Discussion about waterway repair on the ladder truck. All approve the motion to pay the bills, motion carries unanimously.
 - B. **Budget Adjustment**
 - a. Motion to approve the budget adjustment #1, Journal Entry 55 by Phelps, 2nd by Mooradian, All approve, motion carries unanimously.
 - C. **Financial Report**
 - a. Financial report was reviewed by P. Stanislawski.
8. Unfinished Business:
 - A. **Live Fire Training Facility Proposal Update**
 - a. All neighboring departments have paid the first payment.
 - b. The survey was just received today.
 - c. Still working to finalize legal agreement with Grand Rapids engineering.
 - B. **Truck 2173 Update – Ram Truck**
 - a. Dodge should be done in the next couple weeks.
9. New Business:
 - A. **Funding Approval Request – Large Diameter Hose & Hose Rolling Machine - FEMA AFG Grant**
Motion by Phelps, 2nd by McIlwaine to approve \$2,199 FEMA grant match funds for Large diameter hose.
YEAS: Phelps, McIlwaine, Beckman, Verplank, Mooradian, Christensen
NEAS: None
ABSENT: J. Schmidt
 - B. **Funding Approval Request – Motorola Portable Radio & Unication Pager Upgrades**
Motion by McIlwaine, 2nd by Phelps to approve \$19,355 to upgrade the Motorola portable radios, and purchase the Unication pager cases.
YEAS: McIlwaine, Phelps, Beckman, Verplank, Mooradian, Christensen
NEAS: None
ABSENT: J. Schmidt
 - C. **Police Committee**
 - a. SDPD Responses outside area YTD 2016 was reviewed.
 - b. SDPD Responses to other agencies YTD 2016 was reviewed.
10. Correspondence: None
11. Public Comments: (Limit 3 minutes): Video of PI Accident on 11/5/2016 was reviewed by E. Kirchert.
12. Fire Board Comments: None
13. Adjournment: Meeting adjourned at 5:44pm

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.