



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 – 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.**



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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.**



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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

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.