



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



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Saugatuck, MI 49453
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FIRE DISTRICT BOARD MEETING

4:00pm – February 20th, 2017

MINUTES

1. Call to Order / Roll Call: **Meeting called to order by E. Beckman at 4:02pm**
Present: **R. McIlwaine, E. Beckman, M. Starring, S. Phelps, T. Christensen**
Absent with prior notice: **K. Mooradian, J. Verplank**
Also Present: **Chief Gregory Janik, P. Stanislawski**
2. Approval of Agenda (*additions / deletions*): **Add item B under Unfinished Business – Monday Night Staffing Stipend. Motion by Phelps, 2nd by McIlwaine to approve with amendment. Motion carries unanimously.**
3. **Approval of Minutes:**
 - A. **January 16th, 2017**
 - a. **Motion by Christensen, 2nd by Starring to approve the minutes of the January 16th, 2017 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. 54 calls to date for January 2017.**
 2. **6:03 – average response time year to date.**
 3. **Request to separate MVI's from MVI's requiring extrication.**
 - B. **Inspections/Plan Reviews**
 1. **Inspection report since the 1/16/2017 meeting was reviewed.**
 2. **Discussion about plan review time in regards to the major development projects currently going on within the District.**
 - C. **Community Risk Reduction**
 1. **Smoke Alarm Installs – Received approval from electrical inspectors for 110v Alarms**
 - i. **After hearing that another department was allowed to install interconnected alarms and after requesting this of the electrical inspectors we were given approval to do the same within the Fire District.**
 2. **Douglas Elementary Escape Plans – 2/23/2017**
 3. **Well Head Protection Team – Tank Identification Project**
 - i. **G. Janik and C. Mantels Spent approximately 8 hours to assist the WHP to confirm locations of above and underground storage tanks.**
 - 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 - Motion by Phelps, 2nd by Christensen to pay the bills in the amount of \$62,225.36. All approve, motion carries unanimously.**



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- B. **Financial Report**
 - a. Financial reports year to date were reviewed.
 - b. Chief Janik expressed concern that we are currently operating at 85% of wages for fire calls, and 68% on overall expenditures. The volume of fire calls has spiked wages.
 - c. Mcilwaine stated that it might be time to look at raising the millage.
7. Unfinished Business:
 - A. **Appreciation Dinner – March 25th, 2017**
 - B. **Monday Night Staffing Stipend**
 - a. Discussion about stipend for the Monday Crew would equal \$10,400 annually.
 - b. Peter will review financials and see if there is any way to pull this off now.
 - c. Will be brought to the board next month for final approval.
8. New Business:
 - A. **What Not Inn Fundraiser – Live Fire Training Facility – March 28th, 2017 – 5:00-8:00pm**
 - a. Great opportunity provided by Dortha and Jan Woods.
 - B. **Funding Approval Form – Air Bags for Lifting – Roll Call Vote**
 - a. Demonstration of existing 32-year-old airbag was performed.
Motion by Phelps, 2nd by Christensen to approve the Funding Approval request for Airbags for Lifting in the amount of \$5,893.
YEAS: Mcilwaine, Starring, Beckman, Phelps, Christensen
NEAS: None
ABSENT: Verplank, Mooradian
 - C. **Allegan County Radios & Pagers – Transfer of Ownership Agreement – Roll Call Vote**
Motion by Mcilwaine, 2nd by Phelps to approve the Transfer of Ownership Agreement for the Motorola Radios and Unication Pagers between Saugatuck Township Fire District Fire Board and Allegan County Board of Commissioners.
YEAS: Mcilwaine, Starring, Beckman, Phelps, Christensen
NEAS: None
ABSENT: Verplank, Mooradian
 - D. **Banking Relationship - Transfer Accounts – Roll Call Vote**
 - a. For calendar year 2016, the District spent \$37.81 with Macatawa Bank and received no interest.
 - b. Discussed proposals from Macatawa Bank, Huntington Bank, and Chemical Banks.
Motion by Mcilwaine, 2nd by Starring to transfer all bank accounts from Macatawa Bank to Chemical Bank with the approved signers of Peter Stanislawski, Jane Verplank, Roy Mcilwaine, and Eric Beckman.
YEAS: Mcilwaine, Starring, Beckman, Phelps, Christensen
NEAS: None
ABSENT: Verplank, Mooradian
9. Correspondence:
 - A. **Four (4) Letters Received**
 - a. Chief Janik read off four Thank You letters.
10. Public Comments: (Limit 3 minutes): **None**
11. Fire Board Comments: **M. Starring thanks C. Mantels for putting together CPR class for 2/28/2017.**
T. Christensen thanked the crew for their professional work and quick response by the Monday Crew to the Douglas City Council Meeting on 1/16/2017.
M. Starring thanked the crew for their professional response to her father in-laws on Saturday 2/18.
12. Adjournment: **Meeting adjourned at 4:58pm**