



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



3342 Blue Star Highway
Saugatuck, MI 49453
Phone: 269 857-3000
E-mail: Office@saugatuckfire.org

FIRE DISTRICT BOARD MEETING

4:00pm – March 20th, 2017

APPROVED MINUTES

1. Call to Order / Roll Call: **Meeting called to order by J. Verplank at 4:02pm**
Present: **M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen**
Absent with prior notice: **R. McIlwaine, E. Beckman**
Also Present: **Chief Gregory Janik, P. Stanislawski**
2. Approval of Agenda (*additions / deletions*): **Motion by Phelps, 2nd by Starring to approve the agenda as presented. All approve, motion carries unanimously.**
3. **Approval of Minutes:**
 - A. **February 20th, 2017**
Motion by Mooradian, 2nd by Phelps to approve the minutes of the 2/20/2017 meeting as presented. All approve, motion carries unanimously.
4. Public Comment on Agenda Items Only (Limit 3 minutes):
 - a. **M. Betts stated that any changes from the Township in regards to the fire code will be a detriment to the fire department as well as the public and will affect all three municipalities.**
 - b. **L. Starring stated that any changes to the fire code ordinance in the Township would be a step backwards. Over the past 20 years there has been a great progression to safety of the public, and the Fire Board needs to take a stand and ensure the safety of the personnel and the public.**
5. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 1. **Incident report statistics were reviewed. 89 calls to date for 2017.**
 2. **5:99 - average response time year to date.**
 - B. **Inspections/Plan Reviews**
 1. **Inspection report since the 2/20/2017 meeting was reviewed.**
 - C. **MPSCS Radio Project**
 1. **Programming / Template Committees**
 2. **Train the Trainer and End User Trainings**
 - D. **Community Risk Reduction**
 1. **Community CPR Courses**
 - i. **2/28/2017 – 1st Ever Community CPR Course – 14 Students**
 - ii. **2017 CPR Course Dates are posted at www.saugatuckfire.org/cpr**
 2. **Douglas Elementary Prevention Education – 3/23/2017 – Smoke Machine**
 - E. **Grant Updates**
 1. **RAP Grant Awarded – Dash Cams - \$17,402, with District share of \$11,602**
 2. **CAP Grant Awarded – NFPA Courses - \$1,252, with District share of \$727**
 3. **MMRMA Grants – Three Grant awards in 2017 year to date total is \$12,203**
Ten grant awards from 2014 to 2017 for a total of \$24,461
Chief is proud of the grant writing team and the Fire Board for supporting the writing of grants to supplement the District's budget.



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6. Request for Payment:
 - a. **Budget Adjustment #2**
 - i. Motion by Phelps, 2nd by Mooradian to approve the budget adjustment #2 of \$30,663. All approve, motion carries unanimously.
 - ii. Chief Janik expressed concern for the percentage of wages for fire with several months to go in this fiscal year.
 - b. **Account Payables**
 - i. Motion by Phelps, 2nd by Starring to pay the bills in the amount of \$100,036.58. All approve, motion carries unanimously.
 - c. **Financial Report**
 - i. Financial Reports year to date were reviewed.
7. Unfinished Business:
 - A. **Appreciation Dinner – March 25th, 2017**
 - a. Reminder that it will be this coming Saturday beginning at 6:00pm.
 - B. **Monday Night Staffing Stipend**
 - a. Request to implement a stipend for the Monday Night crew effective April 1st in the amount of \$2,400 from 4/1/2017 until 7/1/2017. This will cover the current fiscal year and then can be added to the budget beginning 7/1/2017. P. Stanislawski stated this would be absorbed by operational wages in the current budget.
 - b. Motion by Christensen, 2nd by Starring to approve the Monday Night Staffing Stipend in the amount of \$2,400 beginning 4/1/2017. All approve, motion carries unanimously.
 - C. **What Not Inn Fundraiser – Live Fire Training Facility – March 28th, 2017 – 5:00-8:00pm**
 - a. Invite the Fire Board to attend the dinner on the 28th.
8. New Business:
 - A. **AAA Grant Check Presentation – April 11th, 2017 – 11:00am – Board Invited – Video to be viewed**
 - a. AAA Grant Press Release Video was viewed. The entire team did a great job with the video.
 - B. **Township Request - Review Lakeshore Drive Washout Letter**
 - a. Discussion that the Chief Janik performed the review, and him and his team made their comments regarding the project. It is the opinion of the Fire Board that Chief Janik is a professional, and the Fire Board does not need to comment or review his work in regard to plan reviews.
 - b. The Fire Board is in support of the letter; however it was unanimously discussed that the Fire Board does not need to micromanage Chief Janik. If Chief Janik wishes to sign the letter of his opinion, that is up to Chief Janik.
 - c. The Fire Board Chair will send a simple email in support of Chief Janik's comments in the letter.
 - C. **Township Board of Trustee Letter – Fire Code Ordinance Revision and Cost Recovery – Discussion**
 - a. Discussion about how these changes to the ordinances could affect all three municipalities.
 - b. Discussion that the way the District is structured, the fees the Township collects does not affect the District's budget, and the District's fees do not affect the Township's budget. This is different than many municipalities where the Fire Department is run by the municipality.
 - c. Discussion that the Township would likely assume some percentage of liability by modifying the fire code ordinance.
 - d. Discussion about the need for water supply in the Township. The Fire District has always followed the policy that 3 homes off the same road would require an approved water supply.
 - e. Discussion about the possibility of lawsuits against the fire department and the Township if the Township chooses to modify the International Fire Code standard.
 - f. Discussion about Cost Recovery



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- g. Phelps motioned, and Christensen 2nd to have the Fire District Attorney draft a letter that states the Fire Board's position on the need for the International Fire Code adopted as it currently is to continue to promote the safety of the public and the fire personnel. All approve, motion carries unanimously.

D. Fire District Name Discussion

- a. Request to research the costs and legalities associated with changing the name of the Fire District. Costs associated will be presented at a future board meeting.

9. Correspondence: None.

10. Public Comments: (Limit 3 minutes):

- a. C. Mantels discussed the importance of the International Fire Code.
- b. P. Stanislowski asked if the Townships proposed changes would affect the ISO rating.
- c. L. Starring stated that the Township Manager Aaron Sheridan owes Chief Janik an apology for his treatment of Chief Janik in the recent meetings about the Fire Code Ordinance changes. If he was one of his employees, he would have been fired for his treatment of someone else like that.

11. Fire Board Comments: **None**

12. Adjournment: **Meeting adjourned at 6:01pm.**

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.