



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 – May 15th, 2017

APPROVED MINUTES

1. Call to Order / Roll Call: **Meeting called to order by J. Verplank at 4:02pm**
Present: R. McIlwaine, E. Beckman, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen
Absent with prior notice: None
Also Present: Chief Gregory Janik, P. Stanislawski
2. Approval of Agenda (*additions / deletions*): **add 5e under Fire Chief's Comments - Training**
Motion by Phelps 2nd by McIlwaine, to approve the agenda with amendments. All approve, motion carries unanimously.
Approval of Minutes:
 - A. April 17th, 2017
 - a. **Motion by Beckman, 2nd by Starring to approve the minutes of the 4/17/2017 fire board meeting with the deletion of "Township of Saugatuck" under 8b. All approve, motion carries unanimously.**
 - B. April 25th, 2017
 - a. **Motion by Mooradian, 2nd by Starring to approve the minutes of the 4/25/2017 fire board meeting as amended to change the word "requesting" to "requested" under 8b. All approve, motion carries unanimously.**
3. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
4. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 1. **Incident report statistics were reviewed. 202 calls to date for 2017**
 2. **5:47 - average response time year to date.**
 - B. **Inspections/Plan Reviews**
 1. **Inspection report since the 4/17/2017 meeting was reviewed.**
 - C. **Community Risk Reduction**
 1. **Community CPR Courses**
 - i. **2017 CPR Course Dates are posted at www.saugatuckfire.org/cpr**
 2. **Douglas Elementary Prevention Education – 4/20/2017 – Egress Evacuation Drill**
 - i. **361 Students and 22 staff evacuated via the windows of each classroom.**
 3. **Douglas Mobile Estates Alarm Install Blitz Statistic Review – April 22nd, 2017**
 - i. **Installed 101 smoke alarms & 32 CO Alarms in 34 of 82 Homes accessed.**
 - ii. **14 of 34 homes or 42% had No working Smoke Alarms prior to our arrival**
 - iii. **30 of 34 homes or 88% had No working CO Alarms prior to our arrival.**
 - iv. **Thanks to Graafschap Fire for assisting with the install blitz.**
 - D. **Grant Updates**
 1. **FEMA FP&S Grant – Fire Safety Bounce House - Total \$19,370 with District Share of \$986.50 will be submitted by 5/17/2017.**
 - E. **Training**
 1. **C. Bernhardt is part time on Mondays and Fridays and has been trained on most all of the apparatus in just 3 weeks. Working on training on the fireboats currently.**
 2. **Will continue to work with other staff to become trained and proficient in the same.**



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5. Request for Payment:
 - a. Account Payables
 - i. Motion by Phelps, 2nd by Beckman to pay the bills as presented in the amount of \$58,732.11. All approve, motion carries unanimously.
 - b. Financial Report
 - i. Financial Reports year to date were reviewed by P. Stanislawski.
6. Unfinished Business:
 - A. Township of Saugatuck – Fire Code Ordinance Revision and Cost Recovery – Discussion
 - i. Attorneys from all entities are attempting to establish a meeting date. One fire board member from each municipality, the managers, and zoning administrators will be attending the meeting.
 - ii. Fire District has proposed a “Policy Statement,” rather than an ordinance amendment to save the district, the taxpayers, and the township money.
 - iii. R. McIlwaine stated the Township feels that their Zoning Administrator should be the one approving cost recovery filings, and then collecting funds for the Fire District.
 - iv. G. Janik stated that the current appeals process of the Fire Board, and then the Township board allows a group of people to make the decision, rather than a single zoning administrator.
7. New Business:
 - A. Holland Fire Department – Hale Fire Pump Donation Request
 - a. Motion by Phelps, 2nd by McIlwaine to donate the Hale Fire Pump to the Holland Fire Department. All approve, motion carries unanimously.
 - B. Fire District Budget – Public Hearing – Monday June 19th, 2017 – 4:00pm
 - a. Motion by Beckman, 2nd by Phelps to hold the Fire District Fire Budget Public Hearing on Monday June 19th, 2017 at 4:00pm. All approve, motion carries unanimously.
 - C. Review of a Complaint against a public officer, employee or staff.
 - a. Review of a complaint from Mark Erlandson against Chief Greg Janik from ten months ago.
 - b. Discussed incident on Easter Sunday where Mr. Erlandson was hostile to the crews and Chief Janik.
 - c. Chief Janik has nothing against Mr. Erlandson, and has no idea why Mr. Erlandson continues to come after Chief Janik.
 - d. Mark Erlandson made a statement to a mutual acquaintance of Chief Janik that he is on a mission to take Chief Janik down.
 - e. E. Beckman stated that if there was truly a problem with Chief Janik, Mr. Erlandson should have addressed within 30 days, not 10 months after the fact.
 - f. R. McIlwaine stated that this is the 1st complaint the board has ever received about Chief Janik during his employment with Saugatuck Fire.
 - g. Motion by Christensen, 2nd by Beckman to send a letter Mr. Mark Erlandson that the fire board is in receipt of Mr. Erlandson’s complaint from May 1st, 2017.



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8. Correspondence:

- A. Local Observer Thank You – Mike England – Sam Grant Farnsworth
 - i. Special Thank You from the family to the first responders and Mike England for their quick and professional response.
- B. Holland Sentinel Article was reviewed recognizing Holland Fire Departments delayed response times due to understaffing.
- C. Chief Janik’s hat is off to Scott Sullivan and his recent column correcting the previous article about the fire code that did not include the Fire District’s position. Chief Janik appreciates the apology from Scott to him and to the firefighters.

9. Public Comments: (Limit 3 minutes):

- A. C. Mantels commented he feels it is a waste of money to pay attorneys to meet about the fire code. That being said, the only way to talk to an attorney, is with another attorney. He is hopeful that both entities will be able to meet with Managers and Zoning Administrators and save the \$400/hour cost of two attorneys driving down from Grand Rapids. If the Township is going to have their attorney present, however, the Fire District should also have their attorney as well.
- B. E. Kirchert commented on the new NIMS State of Michigan EMS reporting system. E. Kirchert and J. Mileskiewicz have attending the training, and now the Fire District is 7 months ahead of the rest of the state on the new EMS reporting system.

10. Fire Board Comments: **None**

11. Adjournment: **Meeting adjourned at 5:17pm**

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.