



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 – June 19th, 2017

APPROVED MINUTES

1. Call to Order / Roll Call: **Meeting called to order by J. Verplank at 4:01pm**
Present: **R. McIlwaine, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen**
Absent with prior notice: **E. Beckman, Chief G. Janik**
Also Present: **Capt. Chris Mantels, P. Stanislawski**
2. Approval of Agenda (*additions / deletions*):
 - A. **McIlwaine requested to add item under New Business G. Legal Advertising**
 - B. **Motion by Phelps, 2nd by Starring to accept the agenda as amended.**
3. **Approval of Minutes:**
 - A. **May 15th, 2017**
 - a. **Motion by Mooradian, 2nd by Phelps to approve minutes as presented. All approve, motion carries unanimously.**
4. Public Comment on Agenda Items Only (Limit 3 minutes): None
5. **Fire District Budget – Public Hearing (Limit 5 minutes):**
 - A. **Public Hearing Opened at 4:10pm**
 - B. **Kirk Harrier – 6422 Palmetto Ct., Saugatuck Township, offers some input related to cost recovery and the importance of a cost recovery program so taxpayers are not shouldering the burden of the user associated costs. The taxpayer costs pay for the services to be available, but many areas and municipalities are utilizing user fees to deflect costs from taxpayers. He is not suggesting this is what the board does, but wants to stress the importance of cost recovery.**
 - C. **Public Hearing Closed at 4:16pm**
Motion by Phelps, 2nd by Christensen to approve the Fire District Budget for the 2017/18 Fiscal Year that will increase to 2.0 mils instead of 1.7 previously. All approve, motion carries unanimously.
YEAS: R. McIlwaine, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen
NEAS: None
ABSENT: E. Beckman
6. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 1. **Incident Report statistics were reviewed. 270 Calls to date for 2017.**
 2. **5:20 - average response time year to date for 2017.**
 - B. **Inspections/Plan Reviews**
 1. **Inspection Report since the 5/15/2017 board 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 – 5/25/2017 – Pizza Coupon Distribution**
 - i. **182 of 182 PreK-2nd Grade students successfully completed a home escape plan.**
 - ii. **Thank You to Back Alley Pizza Joint for their generous contribution.**
 3. **Tori Kunkel & Monday Crew – CPR Save at Saugatuck High School**
 - i. **Discussed another CPR save from 6/15/2017 utilizing and AED from a Officer's POV and the importance of Early CPR and Early Defibrillation.**
 - ii. **T. Christensen requested that we track data for all full arrests and provide percentages from time of call to time of CPR/AED deployment, including the LUCAS.**



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D. Grant Updates

1. FEMA Assistance to Firefighter's Grant Awarded – \$41,885 to purchase Large Diameter Hose & Roll n Rack Hose Rolling Machine. District share of \$2,094.
 - i. FEMA Grant was awarded that will allow the District to replace all of it's Large Diameter Hose with the District only funding 5% of the cost thanks to the 95% match from the AFG Grant.

E. Certifications

1. Kaleigh Dornbush & Jim Meiste – State of Michigan – Firefighter 1 & 2
 - i. This is a major accomplishment that these two have achieved. They both gave up the previous six months to attend classes two night per week and many Saturdays, and we are proud to promote them both from Trainees to Probationary FF's.

7. Request for Payment:

a. Budget Adjustment

- i. Motion by Phelps, 2nd by Christensen to approve the Budget Adjustment for Journal Entry pages 61, 62, & 63. All approve, motion carries unanimously.

YEAS: R. McIlwaine, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen

NEAS: None

ABSENT: E. Beckman

b. Account Payables

- i. Motion by Phelps, 2nd by Mooradian to pay the invoices in the amount of \$80,507.25. J. Verplank commented that the Bloom, Sluggett, Morgan Legal Fees in the amount of \$1,440.38 was for the Township Ordinance Revisions. All approve, motion carries unanimously.

c. Financial Report

- i. Financial Report was reviewed by P. Stanislawski

8. Unfinished Business:

A. Township of Saugatuck – Fire Code Ordinance Revision and Cost Recovery – Discussion

- i. Meeting took place on May 28th with City Managers, Chief Janik, and attorneys. Scott Smith, Township Attorney was going to distribute minutes from the meeting and they have not been distributed to date.
- ii. Chief Janik has met with Steve Kushion, and we have continued to amend the policy statement to include the fire flow requirements where the municipal system can't support the required gallons per minute.
- iii. Cost Recovery is still a point of contention.

9. New Business:

A. MMRMA Insurance Review & Disbursements

- a. Chief Janik's MMRMA Year-end Report was reviewed.

B. Funding Approval Request – Large Diameter Hose & Roll n Rack Hose Rolling Machine

- a. Motion by Phelps, 2nd by Christensen to approve the \$41,885 for the purchase of Large Diameter Hose and the RollnRack Hose Rolling Machine. All approve, motion carries unanimously.

YEAS: R. McIlwaine, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen

NEAS: None

ABSENT: E. Beckman



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- C. **Funding Approval Request – Ricoh Copy Machine**
Motion by McIlwaine, 2nd by Phelps to purchase the Ricoh C3004 Copy Machine with Fax in the amount of \$7,024.00. All approve, motion carries unanimously.
YEAS: R. McIlwaine, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen
NEAS: None
ABSENT: E. Beckman
 - D. **Funding Approval Request – Genesis Hydraulic Power Unit & Ram**
Motion by Mooradian, 2nd by Starring to approved the purchase of the Genesis Hydraulic Unit and Genesis Ram in the amount of \$10,642.00. All approve, motion carries unanimously.
YEAS: R. McIlwaine, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen
NEAS: None
ABSENT: E. Beckman
 - E. **Tanker #2142 – Tank Failure**
 - a. Capt. Mantels informed the board of the continuing failure of the 2003 Kenworth / Deep South Tanker. The liner is being warrantied as we speak, and the crews will begin exploring options for body/pump replacement, or truck replacement. We have no intentions of taking another truck loan, so this will likely have to wait until 7/1/2018 when the next fiscal year starts and this can be budgeted for. We felt it important to keep the board in the loop of the project research so they are aware of the concerns when we are ready to present options.
 - F. **Fire Prevention Open House Date – Sunday 10/1/2017**
 - a. C.Mantels discussed holding the Annual Fire Prevention Open House on the 1st Sunday in October to not interfere with Goose Festival, and also hopefully have slightly warmer weather. Idea was supported by S. Phelps and will move forward with planning.
 - G. **Legal Advertising**
 - a. R. McIlwaine asked the question about legal advertising, and voiced two concerns.
 - i. As the board secretary, he didn't get a chance to review the recently published public notice in the Local Observer.
 - ii. He doesn't feel it appropriate to support the Local Observer who regularly reports false information, and recently wrote an editorial about Roy's son Bill.
 - b. Discussion ensued, and the board requested Capt. Mantels to research pricing for advertising in all 3 local papers.
10. Correspondence:
- A. **Thank You – Sgt. Todd Wagner**
 - B. **Thank You – Susan Edgcomb Dickins**
11. Public Comments: (Limit 3 minutes): **None**
12. Fire Board Comments:
- A. **T. Christensen requested that we approach MDOT to install camera system along I-196 Corridor and possible reach out to government officials to assist in the process.**
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.