



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 – August 21st, 2017

APPROVED MINUTES

1. Call to Order / Roll Call:
Present: R. McIlwaine, E. Beckman, M. Starring, J. Verplank, S. Phelps, K. Mooradian, T. Christensen
Absent: None
Also Present: Chief Greg Janik, P. Stanislawski
2. Approval of Agenda (*additions / deletions*):
 - A. Motion by Mcilwaine, 2nd by Beckman to approve the agenda as presented. All approve, motion carries unanimously.
3. Approval of Minutes:
 - A. July 17th, 2017
 - a. Motion by Beckman, 2nd by Phelps to approve 7/17 minutes with Beckman being added to present, and a comment added under 7b iii about job description change. All approve, motion carries unanimously.
 - B. July 24th, 2017
 - a. Motion by Mooradian, 2nd by Phelps to approve the minutes of the 7/24 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. 524 Calls year to date for 2017.
 2. 5:21 – average response time year to date.
 - B. Inspections/Plan Reviews
 1. Inspection report since the 7/19/2017 board meeting was reviewed.
 - C. Community Risk Reduction
 1. Douglas Elementary School – Lesson Plans and Meeting in Process for 2017/18 School Year.
 2. Personnel will be meeting with teachers and developing lesson plans for next year as well.
 - D. Grant Updates
 1. RAP Grant Awarded – Thermal Imaging Camera - \$7,111 with District Share of \$2,500.
 - i. Corrected to \$4,611 District Share, \$2,500 MMRMA Grant Award.
 2. RAP Grant Awarded – CCTV/Card Access Additions - \$10,028 with District Share of \$6,686.
 3. MMRMA Net Asset Distribution Received.
 - i. \$8,216 Net Asset Distribution reimbursement received through MMRMA.
 - E. Personnel Certifications - Chris Mantels – EMT/B
6. Request for Payment:
 - a. Account Payables
 - i. Motion by Phelps, 2nd by Christensen to pay the invoices in the amount of \$153,038.67. All approve, motion carries unanimously.
 - ii. Discussion
 1. K. Mooradian asked about uniforms, boats, trailer, and Knox key secures.
 2. E. Beckman asked if we could add budget vs. non-budget to column.
 3. R. McIlwaine asked that E. Wilkinson Photographer be placed on next month's fire board agenda.
 - b. Financial Report
 - i. Financial Report was reviewed by P. Stanislawski.
 1. G. Janik explained the items in the capital plan that are being postponed.



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7. Unfinished Business:

A. IFC and Cost Recovery Discussion – Emergency Response to the Township.

- i. G. Janik was requested to research the impact on the Township, and the Fire District from the changes to the IFC and Cost Recovery at the Township.
- ii. R. Mcilwaine asked if G. Janik can sit down with Steve Kushion and R. Mcilwaine to discuss concerns.
- iii. G. Janik requested Kirk Harrier to comment.
- iv. Motion by Mooradian, 2nd by Beckman, to request the Fire Board Chair to request a special workshop meeting via the Township Supervisor where both the Fire Board and The Township Board, City/Township Managers, and City and Township Zoning Administrators come together to discuss the impact of the IFC and Cost Recovery. All approve, motion carries unanimously.

B. Blue Star Trail – Drainage Funding, Signage, and Gate Discussion.

- i. G. Janik has been supportive of the project throughout. Project is stalled while MDOT and Engineers work out fence near ravine along the Brandess Property.
- ii. G. Janik met with Jason from MDOT, and Alex from Hurley Stewart, and Jason suggested flashing beacons where trail crosses fire station apron to protect the public and the fire personnel.
- iii. G. Janik recommends to the fire board to request installation of signage and flashing beacons, and offering the power connection to come from the fire station.
- iv. G. Janik stated Tim Stewart is now refusing to reimburse the Fire District for the \$1,700.
- v. Motion by Phelps, 2nd by Mooradian, 3rd by Mcilwaine to write a letter to the Friends of the Blue Star Trail, the Trail Engineers, and MDOT requesting they install signage, flashing beacons, pavement markings and pay for the drainage piping. All approve, motion carries unanimously.

C. Fire Prevention Open House Date – Sunday 10/1/2017.

8. New Business:

A. Funding Approval Request – LED Sign –

Motion by Phelps, 2nd by Mcilwaine to approve the purchase of the LED Sign project in the amount of \$21,543.

YEAS: Mcilwaine, Beckman, Starring, Verplank, Phelps, Mooradian, Christensen.

NEAS: None

ABSENT: None

B. Funding Approval Request – Motorola Radio - Remote Speaker Mics

Motion by Beckman 2nd by Starring to approve the purchase of the Remote Speaker Mics in the amount of \$11,160.

YEAS: Mcilwaine, Beckman, Starring, Verplank, Phelps, Mooradian, Christensen.

NEAS: None

ABSENT: None

C. Funding Approval Request – Fire Boat Dock

Motion by Phelps, 2nd by Christensen to approve the purchase the Fire Boat Dock in the amount not to exceed \$40,000.

YEAS: Mcilwaine, Beckman, Starring, Verplank, Phelps, Mooradian, Christensen.

NEAS: None

ABSENT: None



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D. Funding Approval Request – CCTV & Card Access Additions.

Motion by Beckman, 2nd by Starring to approve the purchase of the CCTV and Card Access additions in the amount of \$10,028.22

YEAS: McIlwaine, Beckman, Starring, Verplank, Phelps, Mooradian, Christensen.

NEAS: None

ABSENT: None

E. Fire Board Workshop Meetings – Discussion.

a. G. Janik asked the board if they would like to participate in workshop meetings.

b. E. Beckman stated that if there is a lot going on, that the workshop meetings should be scheduled on an as needed basis.

c. The board agreed that for now the workshop meetings could be scheduled as needed, and would be to discuss IFC and Cost Recovery with the Township.

F. Cost Recovery Appeal – Gene Mullowney.

a. G. Janik read the appeal request from G. Mullowney.

b. G. Janik asks the board to wipe this invoice clean.

c. Motion by Christensen, 2nd by Mooradian to waive the Cost Recovery fees Mr. Mullowney.

YEAS: Beckman, Starring, Phelps, Mooradian, Christensen

NEAS: McIlwaine, Verplank

ABSENT: None

Motion passes – 5-2.

d. E. Beckman stated this is going to be difficult with the Township, as people will cry poor, hurt shoulder, or divorced. It is not cut and dry, and we need to be careful what we do.

9. Correspondence:

A. Mark Bernstein – Letter.

i. G. Janik read letter received from Mark Bernstein.

B. Cow Hill Yacht Club – Thank You.

i. G. Janik read letter received thanking Jeff Dornbush & Chris Bernhardt.

C. Saugatuck Brewing Company – Thank You.

i. G. Janik read letter received thanking Jeff Dornbush & Chris Bernhardt.

D. Grace of Douglas – Thank you.

i. Thank you received after mitigating Gas Leak, for the personnel assisting the Grace of Douglas staff in mitigating the gas leak, and then assisting in moving all patients back in the building and helping take vitals.

E. George Mueller Video to Tori Kunkle.

i. George Mueller video thanking Tori Kunkel was played to thank Tori for doing CPR on her at Saugatuck High School.

F. Mark Klungle – Thank You.

i. Thank you for sandbagging house at 720 Water St.

G. Mark Erlandson – Letter.

i. Mark Erlandson letter was reviewed and the Board decided no action should be taken, and Mr. Erlandson should refer to the response he received after the May 15th, 2017 board meeting.



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10. Public Comments: (Limit 3 minutes): **None**

11. Fire Board Comments:

- A. **R. Mcilwaine wondered what others thought about firefighters showing up to public meetings in their uniforms as it appears to be intimidating.**
 - i. **E. Beckman supports Roy in his statement.**
 - ii. **G. Janik stated these personnel are risking their lives, and they have a right to be heard, in their uniforms.**
- B. **K. Mooradian is bringing comments from the public stating that she has received comments about the fire departments spending, and needing all of the bells and whistles. Kathy wants to ensure that it is a need, rather than a want. Kathy supports what the fire department is doing, but wants to make sure we are making wise decisions.**
- C. **G. Janik agreed with Kathy, and offered to explain any items or capital requests she had questions on.**
- D. **T. Christensen requested to be on the next FB agenda for the TOP program.**

12. Adjournment: **Meeting adjourned at 6:38pm.**

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.