



# 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](mailto:Office@saugatuckfire.org)

## FIRE DISTRICT BOARD MEETING

4:00pm – September 18<sup>th</sup>, 2017

### APPROVED MINUTES

1. Call to Order / Roll Call: **Meeting called to order at 4:00pm by J. Verplank**  
**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. **Agenda approved as presented.**
3. **Approval of Minutes:**
  - A. **August 21<sup>st</sup>, 2017**
    - a. **Discussion ensued about the detail of the minutes.**
    - b. **Motion by Phelps, 2<sup>nd</sup> by Mooradian to approve the minutes as amended. 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. 551 calls year to date for 2017**
    2. **5:16 – average response time year to date.**
  - B. **Community Risk Reduction**
    1. **Douglas Elementary School – Lesson Plans and Meeting in Process for 2017/18 School Year.**
      - i. **Working with staff to fit needs of the school.**
    2. **Community CPR Course – September 22<sup>nd</sup>, 2017 – 5:00-8:00pm**
    3. **State of Michigan – Community Risk Reduction Taskforce - Strategic Planning Committee**
      - i. **Chief Janik & DC Mantels invited to Taskforce by State Fire Marshal**
  - C. **Grant Updates**
    1. **RAP Grant Awarded – CCTV/Card Access Additions - \$10,028 with District Share of \$5,014.**
  - D. **Personnel Certifications**
    1. **Heather Beek – EMT/B**
  - E. **Kitchen Fire from 60<sup>th</sup> Street had pictures reviewed.**
    1. **Homeowner utilized education learned from previous Fire Prevention Classes Chief Janik taught to prevent fire spread. A success story.**
    2. **StoveTopFireStop was discussed and video reviewed.**
6. Request for Payment:
  - a. **Budget Adjustment**
    - i. **Motion by Beckman, 2<sup>nd</sup> by Mooradian to approve the Budget Adjustment of \$39,500 as presented. All approve, motion carries unanimously.**
  - b. **Account Payables**
    - i. **Motion by Phelps, 2<sup>nd</sup> by Christensen to pay the bills in the amount of \$116,969.33. All approve, motion carries unanimously.**
  - c. **Financial Report**
    - i. **Financial Report was reviewed by P. Stanislawski.**



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7. Unfinished Business:
  - A. Township IFC – Effects on the Fire District
    - i. Discussion about the document provided ensued.
    - ii. The Fire Board directs Chief Janik to send the IFC and Cost Recovery Documents to the Township Supervisor and the Township Zoning Administrator and to request a response within 30 days, and request a joint workshop meeting between the Township Board & the Fire Board.
  - B. Allegan County Radio System – Update
    - i. Radio system review was discussed.
  - C. Blue Star Trail – Drainage Funding, Signage, and Gate Update & Discussion.
    - i. Discussion about status of the Blue Star Trail.
    - ii. Chief is unwilling to take on the liability of opening the trail without the proper signage in place.
  - D. Township Cost Recovery – Effects on the Fire District
    - i. Skipped
  - E. Fire Prevention Open House - Sunday 10/1/2017 – 12:00pm – 3:00pm
8. New Business:
  - A. Future Lightweight Construction Training for Fire Board – Retired Fire Marshal Ron Farr Discussion
    - a. Shorten Agenda for October meeting and host class then.
  - B. Federal Surplus Property Program Resolution
    - a. Motion by Mcilwaine, 2<sup>nd</sup> by Beckman to approve the Federal Surplus Property Resolution as presented. All approved, motion carries unanimously.
  - C. Fire District Photographer
    - a. Discussion about the Photographer position ensued.
  - D. TOP – Tourniquet on Person Program
    - a. T. Christensen discussed the TOP program and reviewed the website.
  - E. Ralph Troutman Fundraiser/Open House Request
    - a. Fundraiser was requested.
9. Correspondence: **None**
10. Public Comments: (Limit 3 minutes):
  - A. M. Erlandson - handed out document for review and discussed it.
  - B. C. Mantels – discussed disappointment in IFC changes.
11. Fire Board Comments:
  - A. E. Beckman brought up Fire District Attorney and discussion ensued.
  - B. Request to put Fire District Attorney on a future agenda.
12. Adjournment: **Meeting adjourned at 5:48pm.**

## 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.