



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 – February 19th, 2018

APPROVED MINUTES

1. Call to Order / Roll Call: **Meeting called to order by J. Verplank at 4:00pm**
Present: C. Roerig, M. Starring, J. Verplank, S. Phelps, K. Mooradian, A. Miller
Absent with notice: E. Beckman
Also Present: Chief Greg Janik, P. Stanislawski
2. Approval of Agenda (*additions / deletions*):
 - A. **Motion by Phelps, 2nd by Mooradian to approve the agenda as presented. No Discussion. All approve, motion carries unanimously.**
3. Approval of Minutes:
 - A. **January 15th, 2018**
 - a. **Motion by Starring, 2nd by Roerig to approve the minutes of the 1/15/2018 meeting as presented. No discussion. All approve, motion carries unanimously.**
4. Public Comment on Agenda Items Only (Limit 3 minutes):
5. Request for Payment:
 - a. **Account Payables – Roll Call Vote**
Motion by Phelps, 2nd by Mooradian to approve the payment of the invoices in the amount of \$74,676.04.
YEAS: Roerig, Starring, Verplank, Phelps, Mooradian, Miller
NEAS: None
ABSENT: Beckman
Motion passes 6:0
 - b. **Financial Report**
 - i. **Financial report was reviewed by P. Stanislawski**
 - ii. **Discussion about tax revenue and large capital projects ensued.**
6. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 1. **Incident report statistics were reviewed. 97 incidents year to date for 2018.**
 2. **5:97 – average response time year to date.**
 - B. **Community Risk Reduction**
 1. **2018 Community CPR Class Schedule**
 - i. **Schedule was reviewed and fees discussed.**
 2. **Douglas Elementary School – 360 PreK-5th Grade – Addresses and Close your Door Campaign**
 3. **Cub Scout Pack #3028 attended the station on 2/17/2018 to learn addresses**
 4. **State of Michigan has experienced 22 fatal fires year to date for 2018**
 5. **Discussion ensued about Fire alarms and active violence situations**
 - C. **Live Fire Training Facility Update**
 1. **Awaiting Contract and Construction Timeline from Busscher Construction**
 2. **Revising Interlocal Agreement to include installment payments.**
 3. **Manilus presentation was approved last Monday. Chief Janik is attending the Fennville meeting tonight in hopes of getting it approved.**
 4. **Clyde and Holland Fire are interested in joining to have potentially 7 members instead of 5.**



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- D. Personnel Certifications
 - 1. Chris Bernhardt – Fire Officer I & II
- E. Injuries
 - 1. B. VanOss was injured falling off a ladder and may require surgery. He is currently on light duty and we are currently filling the void.
 - 2. May need to consider future sick/vacation time line item for future budgets or increase operational wages.
- F. Grant Updates
 - 1. FEMA AFG Grant – was submitted on 1/30/2018 for Radios & Headsets
- 7. Unfinished Business:
 - A. Fire Code Board of Appeals – Update
 - i. Township approved the language, and awaiting Douglas and Saugatuck approvals.
 - B. Township IFC Discussion
 - i. Chief Janik has not heard from Steve Kushion since responding.
 - ii. Discussion ensued to request the correct version of the IFC modifications from the Township and begin modifications.
 - iii. Between Township Attorney fees, and Fire District expenses, over \$23,000 has been spent on the Township's IFC modifications.
 - iv. Chief Janik will request the correct version from the Township to begin making comments on what is agreed to.
 - v. Complaints from builders were not forwarded from the Township to the Fire District for review and communication.
 - C. 800MHz Radio and Pager System – Update
 - i. Having challenges with the implementation of the pagers.
 - ii. C. Mantels, J. Shepardson, and MPSCS are the subject matter experts of the G5 pager programming.
 - iii. Hope to obtain approval from the Allegan County Fire Chief's Association to reprogram 700 county wide pagers with the updated firmware/software.
- 8. New Business:
 - A. FEMA FP&S Grant - Fire Safety Inflatable Obstacle Course – 2019 Fiscal Year
 - 5% Match Approval – Not to exceed \$1,000.00 – Roll Call Vote
 - Motion by Phelps, 2nd by Mooradian to approve the application of the FEMA Fire Prevention and Safety Grant for the Fire Safety Obstacle Course for a not to exceed funding match of \$1,000 in Fiscal Year 2019.
 - YEAS: Phelps, Mooradian, Roerig, Starring, Verplank, Miller
 - NEAS: None
 - ABSENT: Beckman
 - Motion passes 6:0
 - B. FEMA FP&S Regional Grant – Stove Top Fire Stop Hood Suppression Cannisters – 2019 Fiscal Year
 - 5% Match Approval – Not to exceed \$2,500.00 – Roll Call Vote
 - Motion by Phelps, 2nd by Starring to approve the application of the FEMA Fire Prevention and Safety Grant for the Regional Stove Top Fire Stop Hood Suppression Cannisters for a not to exceed funding match of \$2,500 in Fiscal Year 2019.
 - YEAS: Phelps, Starring, Miller, Mooradian, Verplank, Roerig
 - NEAS: None
 - ABSENT: Beckman
 - Motion passes 6:0



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C. Fire Board Administrative Rules and Bylaw Amendments – Roll Call Vote

Motion by Roerig, 2nd by Starring to approve the redline amendments to the Fire Board Administrative Rules and Bylaws dated February 19th, 2018, and to send to the City of Saugatuck, the City of the Village of Douglas, and the Township of Saugatuck for approval by their governing bodies.

YEAS: Roerig, Starring, Verplank, Phelps, Mooradian, Miller

NEAS: None

ABSENT: Beckman

Motion passes 6:0

D. Project Review

a. Fire District was requested by the MDEQ to comment on the Northshore driveway plans.

E. Appreciation Dinner – Tentative Date of March 31st, 2018 – 6:00pm

a. Date is night before Easter, and beginning of Spring Break, so Fire District will research other dates.

9. Correspondence:

A. Thank you from Mary Whiteford for Saugatuck Dunes Fire.

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

11. Fire Board Comments:

A. S. Phelps ask questioned and discussed the Fire Boat Dock.

12. Adjournment: Meeting adjourned at 5:02pm

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.