



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 18th, 2018

APPROVED MINUTES

1. Call to Order / Roll Call:
Present: C. Roerig, M. Starring, J. Verplank, S. Phelps, A. Miller.
Absent with notice: E. Beckman, K. Mooradian
Also present: Chief Greg Janik, P. Stanislawski
2. Reminder: It is requested that the board silences cell phones and put them away for the duration of the meeting.
3. Approval of Agenda (*additions / deletions*):
 - A. **Motion by Phelps, 2nd by Starring, to approve the agenda as presented. No discussion. All approve, motion carries unanimously.**
4. Approval of Minutes:
 - A. **May 21st, 2018**
 - a. **Motion by Starring, 2nd by Phelps to approve the minutes of the 5/21/2018 meeting as presented. No discussion. All approve, motion carries unanimously.**
5. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
6. Public Hearing – Fire District FY2018/19 Budget (Limit 5 minutes per person):
 - A. Motion to Open Public Hearing: Motion by Roerig, 2nd by Starring to open the public hearing. No discussion, all approve, motion carries unanimously.
 - i. C. Mantels – the three communities get a great value for the service provided as compared to departments of similar size.
 - ii. G. Janik – met with another Chief that struggles to respond to calls due to lack of staffing. We have never had to turn down a call due to lack of staffing, even with back to back call volume increasing. Thank you to the fire board for providing us what we have.
 - B. Motion to Close Public Hearing: Motion by Phelps, 2nd by Starring to close public hearing. No discussion. All approve, motion carries unanimously.
7. Request for Payment:
 - a. **Budget Adjustment - Roll Call Vote**
 - i. **Budget Adjustment #3 was reviewed by P. Stanislawski.**
 - ii. **Motion by Phelps, 2nd by Miller to approve Budget Adjustment #3.**
YEAS: Roerig, Starring, Verplank, Phelps, Miller
NEAS: None
ABSENT: Beckman, Mooradian
Motion passes 5:0
 - b. **Account Payables – Roll Call Vote**
 - i. **Motion by Phelps, 2nd by Roerig to approve o the invoices in the amount of \$63,878.86**
YEAS: Phelps, Roerig, Starring, Verplank, Miller
NEAS: None
ABSENT: Beckman, Mooradian
Motion passes 5:0
 - c. **Financial Report**
 - i. **Financial Report was reviewed by P. Stanislawski.**
 - ii. **Discussion ensued about capital fund transfer.**
8. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**



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1. Incident report statistics were reviewed. 338 calls year to date.
 2. 5:70 – average response time year to date.
 - B. Community Risk Reduction
 1. Douglas Elementary School – 360 PreK-5th Grade – Address Program Completed **SUCCESSFULLY!**
 - i. 54% of students knew their address in October 2017
 - ii. 99.2% of students knew their address on June 7th, 2018
 1. Slides were reviewed showing the progress of each classroom.
 2. Community CPR Course on 6/14/18 trained another 11 citizens in CPR/AED.
 - i. Madeline Gust was lead instructor and supported by Deputy Chief Mantels.
 3. State of Michigan has experienced 61 fatal fires year to date for 2018, 7 since last meeting.
 - C. Live Fire Training Facility Update
 1. Site has been flagged by Miss Dig
 2. Brush clearing of site has begun.
 - D. Project Updates
 1. 2191 Completed – utilized in training on June 13th & 14th, 2018.
 - i. Used for joint training with Star of Saugatuck II on 6/13.
 - ii. Used for joint training with Allegan County Sherriff Dive Team 6/14.
9. Unfinished Business:
- A. Fire Code Board of Appeals – Status Update
 - i. Saugatuck Township has approved draft language.
 - ii. Douglas has approved draft language.
 - iii. Saugatuck City has it on the council agenda for next Monday.
 - iv. Once all approve of draft language, a revised document will be circulated for final approval and adoption.
10. New Business:
- A. Fire District Budget Approval – FY 2018/19 – Roll Call Vote
 - i. Motion by Phelps, 2nd by Starring to approve the Fire District Budget for Fiscal Year 2018/19 as presented. Discussion ensued about salary line items.
YEAS: Phelps, Starring, Miller, Roerig, Verplank
NEAS: None
ABSENT: Beckman, Mooradian
Motion passes 5:0
 - B. DNR Grant Application – Floating Pumps – 50% Match, not to exceed \$5,000 – Roll Call Vote
 - i. Motion by Phelps, 2nd by Roerig to apply for the DNR Grant not to exceed \$5,000
YEAS: Phelps, Roerig, Miller, Verplank, Starring
NEAS: None
ABSENT: Beckman, Mooradian
Motion passes 5:0
 - C. Performance Review (It is anticipated that the Fire Board may enter into closed session.)
 - i. Motion by Phelps, 2nd by Roerig to postpone until there is a full board. All approve, motion carries unanimously.
11. Correspondence:
- A. Thank you – Mary Whiteford
12. Public Comments: (Limit 3 minutes): None
13. Fire Board Comments:
- A. C. Roerig discussed AMR Response times in the Township. Would like to establish committee to continually look at response time with Tony Schippa and possibly Erik Kirchert on it.
14. Adjournment: Meeting adjourned at 4:47pm

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.