



# 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 – December 17<sup>th</sup>, 2018

### APPROVED MINUTES

1. Call to Order / Roll Call: **Meeting called to order by J. Verplank at 4:08pm**  
**PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps**  
**ABSENT with Notice: K. Mooradian, A. Miller**  
**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*): **Motion by Phelps, 2<sup>nd</sup> by Beckman to approve the agenda as presented. No discussion, motion carries unanimously.**
4. Approval of Minutes:
  - A. **November 19<sup>th</sup>, 2018**  
**Motion by Beckman, 2<sup>nd</sup> by Fox to approve the minutes of the 11/19/2018 meeting as presented. No discussion, motion carries unanimously.**
5. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
6. Request for Payment:
  - A. **Budget Adjustment #1 (Roll Call Vote)**  
**Motion by Phelps, 2<sup>nd</sup> by Aldrich to approve Budget Adjustment #1 as presented. Discussion ensued.**  
**YEAS: Phelps, Aldrich, Verplank, Beckman, Fox**  
**NAYS: None**  
**ABSENT with Notice: Mooradian, Miller**
  - B. **Account Payables (Roll Call Vote)**  
**Motion by Phelps, 2<sup>nd</sup> by Beckman to approve payment of the invoices in the amount of \$130,923.42.**  
**Discussion ensued.**  
**YEAS: Phelps, Beckman, Aldrich, Fox, Verplank,**  
**NAYS: None**  
**ABSENT with Notice: Mooradian, Miller**
  - C. **Financial Report**
    - i. **Finances were reviewed by P. Stanislawski.**
7. Fire Chief Comments:
  - A. **Incident Reports / Calls to Date / Overlapping Calls**
    1. **Incident report statistics were reviewed – 848 calls year to date**
    2. **5:85 – average response time year to date.**
  - B. **Community Risk Reduction**
    1. **DES Fire Prevention Education – at DES twice per month to educate PreK-5<sup>th</sup> Graders**
      - i. **Working on Ice and Cold-water safety currently.**
    2. **State of Michigan has experienced 118 fatal fires year to date for 2018, 13 since last meeting.**
8. Unfinished Business:
  - A. **Fire Code Board of Appeals - Fee Schedule Discussion**
    1. **Postponed until full board can be present for discussion.**



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9. New Business:

**A. Fire Board 2019 Schedule of Meetings Approval (Roll Call Vote)**

**Motion by Phelps, 2<sup>nd</sup> by Beckman to adopt the 2019 meeting schedule as presented. No discussion.**

**YEAS: Phelps, Beckman, Aldrich, Fox, Beckman**

**NAYS: None**

**ABSENT with Notice: Mooradian, Miller**

**B. Website Discussion – Tab/page addition for FAQ’s and FAQ Request Form**

**C. Mantels presented the new website design and the plan for moving forward.**

10. Correspondence: **None**

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

12. Fire Board Comments:

**A. E. Beckman discussed the Long-Term Capital Plan, scheduled to be reviewed in January.**

**B. D. Fox stated he received a good comment from a builder about C. Mantels and the nice professional job he did with the plan review for a commercial property in Douglas.**

**C. G. Janik discussed housing and staffing challenges.**

**D. New Saugatuck Public Schools remodeling proposals were discussed in detail.**

13. Adjournment:

**Meeting adjourned at 5:18pm.**

**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.