



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 17th, 2019

APPROVED MINUTES

1. Call to Order: Meeting called to order by J. Verplank at 4:01pm.
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: S. Aldrich, D. Fox, J. Verplank, A. Miller
ABSENT with Notice: E. Beckman, S. Phelps, K. Mooradian
Also Present: Chief Greg Janik, P. Stanislawski.
4. Reminder: It is requested that the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*):
 - A. **Motion by Miller, 2nd by Fox to approve the agenda as presented. No discussion, motion carries unanimously.**
6. Approval of Minutes:
 - A. **May 20th, 2019**
 - a. **Motion by Fox, 2nd by Miller to approve the minutes of the 5/20/2019 regular meeting as presented. No discussion, motion carries unanimously.**
7. Public Comment on Agenda Items Only (Limit 3 minutes):
8. Public Hearing – Fire District FY2019/20 Budget (Limit 5 minutes per person):
 - A. **Motion to Open Public Hearing:**
 1. **Motion by Fox, 2nd by Aldrich to open the FY 2019/20 Fire District Budget Public Hearing. No discussion, motion carries unanimously.**
Public Comments:
M. Betts stated thank you for the budget.
Board Comments:
D. Fox discussed call volume increase. Dan requested that we include a chart for “other calls” in next year’s budget request to municipalities.
 - B. **Motion to Close Public Hearing:**
 1. **Motion by Verplank to close the FY 2019/20 Fire District Budget Public Hearing. No discussion, motion carries unanimously.**
9. Request for Payment:
 - A. **Budget Amendment #2 (Roll Call Vote)**
Motion by Miller, 2nd by Aldrich to approve budget amendment #2 as presented. No discussion.
YEAS: A. Miller, S. Aldrich, D. Fox, J. Verplank
NAYS: None
ABSENT: E. Beckman, S. Phelps, K. Mooradian
Motion Passes 4:0
 - B. **Account Payables (Roll Call Vote)**
Motion by Miller, 2nd by Fox to pay the invoices in the amount of \$95,786.98. No discussion.
YEAS: A. Miller, D. Fox, J. Verplank, S. Aldrich
NAYS: None
ABSENT: E. Beckman, S. Phelps, K. Mooradian
Motion Passes 4:0



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C. Financial Report

- i. Financial Report was reviewed by P. Stanislawski

10. Fire Chief Comments:

A. Incident Reports / Calls to Date / Overlapping Calls

1. Incident report statistic were reviewed – 346 calls year to date for 2019.
2. 5:43 – Average response time year to date.
3. Discussion ensued about special event and associated costs. Will work to create fee schedule for fire board review over the next several months. Suggestion by Fox to create a fee structure and possibly have an escrow account for all special events and they are invoiced based on services used.

B. Community Risk Reduction

1. State of Michigan experienced 41 fatal fires year to date for 2019, 3 since last meeting.

C. Allegan County Fire Academy

1. Fire Academy finished with a 100% pass rate for all 31 students with written and practical tests. Congratulations to Mike Betts for all of his hard work on the success of the academy.

11. Unfinished Business:

A. Cost Recovery – Douglas Frequent Caller

1. Discussion ensued about what is best to assist this person. Continued work with Allegan Medical Control Authority and DHS.

12. New Business:

A. Fire District Budget Approval – FY 2019/20 (Roll Call Vote)

Motion by Miller, 2nd by Fox to approve the Fire District Budget for FY 2019/20 as presented including the 0.2 increase in the property tax millage rate. No discussion.

YEAS: A. Miller, D. Fox, S. Aldrich J. Verplank

NAYS: None

ABSENT: E. Beckman, S. Phelps, K. Mooradian

Motion Passes 4:0

B. Green 911 Reflective Address Signs

1. Request from Fire District staff to do the sign install itself and include the T-post to continue to expand our community risk reduction programs.
2. Building permits would trigger request for install as well as private requests.
3. Motion by Verplank, 2nd by Aldrich to approve the green 911 address signs including the post and installation for all new homes, and any existing homes upon request. Discussion ensued. Motion carries unanimously.

C. Lucy Street Boat Dock

1. Situation with the boat dock and neighboring property including street end licenses were discussed.
2. G. Janik presented a solution with an L-shaped dock that moves the fireboat bow upriver and the smaller fire boat to the north side of the dock, making space on the south half of the street end.
3. Many challenges exist due to the park view, and the existing 16” ductile iron watermain.
4. Discussion ensued about who may be responsible to pay for moving the dock to make room for the neighbor.

Motion by Miller, 2nd by Aldrich to have Dan Fox present this proposal on behalf of the Fire Board at an upcoming city council workshop meeting. No further discussion. Motion carries by unanimous voice vote.



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Chief Janik asked for specific direction for the balance of this year, and it was requested that he send a copy of the draft agreement to the fire board for review. Responses should be emailed to Chief Janik, or J. Verplank. If need be, a special meeting can be called to discuss the agreement.

D. Legal Fees Discussion

1. Chief Janik noted that the Lucy Street boat dock has cost the Fire District over \$4,000 in legal fees between the riparian survey and drafting an agreement.

E. Frequent Caller Policy Discussion

1. Fire District staff will draft a policy to dovetail with the cost recovery ordinances and will try to have it prepared for the July meeting.

13. Correspondence:

A. None

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

15. Fire Board Comments: **None**

16. Adjournment: **Meeting adjourned at 5:51pm.**

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.