



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 – September 16th, 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, E. Beckman, D. Fox, J. Verplank, K. Mooradian, A. Miller
ABSENT with Notice: S. Phelps
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 Beckman, 2nd by Fox to approve the agenda as amended adding correspondence #12a. No discussion, motion carries unanimously.**
6. Approval of Minutes:
 - A. **August 19th, 2019**
 - a. **Moiton by Beckman, 2nd by Fox to approve the minutes of the 8/19/2019 as presented. No discussion, motion carries unanimously.**
7. Public Comment on Agenda Items Only (Limit 3 minutes): **None**
8. Request for Payment:
 - A. **Account Payables (Roll Call Vote)**
Motion by Miller, 2nd to by Mooradian to pay the invoices in the amount of \$84,124.39. Discussion ensued.
YAYS: Miller, Mooradian, Aldrich, Beckman, Fox, Verplank
NAYS: None
ABSENT with Notice: Phelps
Motion passes 6:0
 - B. **Financial Report**
 - i. **Financial Report reviewed by P. Stanislawski.**
9. Fire Chief Comments:
 - A. **Incident Reports / Calls to Date / Overlapping Calls**
 1. **Incident report statistics were reviewed – 662 calls year to date as of September 2019.**
 2. **5:38 – average response time year to date.**
 - B. **Community Risk Reduction**
 1. **State of Michigan experienced 62 fatal fires year to date for 2019, 5 since last meeting.**
 - C. **Grant Updates**
 1. **MMRMA Award Received - \$3,150.00 towards fencing on Live Fire Training Facility Lot.**
 2. **FEMA AFG Award Received - \$123,558.09 for radios and headsets for apparatus.**
 - D. **Thank You to Ax-Man lot clearing and improvements to South Lot.**
10. Unfinished Business:
 - A. **Insurance Services Office (ISO) Audit Summary Update**
 1. **Chief Janik reviewed documents and discussed the water supply and fire flow documentation issues with KLSWA.**
 2. **D. Fox suggested that ISO spelled out the lack of documentation in their report from KLSWA so each member can bring the report to their respective jurisdictions. Discussion ensued.**



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3. If KLSWA is responsible for hydrant maintenance, then they should be the ones doing the maintenance as the Fire District is not paid for the service.
4. The Board would like to get it down to a document that outlines the potential negative insurance rate effects due to the lack of infrastructure maintenance.
5. Request of the KLSWA board to spell out what "maintenance" means in the KLSWA bylaws. Ensure that "maintenance" includes fire flow testing, not just flushing.
6. Suggestion to have a meeting between the three city managers and Chief Janik to discuss to the situation to ensure KLSWA follows ISO rules.

11. New Business:

A. Special State Tribute – Live Fire Training Facility

1. Chief Janik presented the State Tribute from Representative Mary Whiteford, Senator Aric Nesbitt, and Representative Fred Upton.

B. Funding Approval Request – FEMA AFG Grant Match - \$6,177.91 (Roll Call Vote)

Motion by Aldrich, 2nd by Mooradian to approve the Fire District staff, purchase additional Motorola radios, and headsets for all large apparatus in a not to exceed amount of \$129,736.00, using \$123,558.09 in FEMA Grant funds, and a Fire District Match of \$6,177.91.

YAYS: Aldrich, Mooradian, Beckman, Fox, Verplank, Miller

NAYS: None

ABSENT with Notice: Phelps

Motion passes 6:0

C. Personnel Discussion – (It is anticipated that the Fire Board may enter into closed session.)

1. Discussion by P. Stanislawski.

1. Need a motion to approve any kind of raise for this fiscal year for Chief Janik.
2. Need a motion to opt out of health insurance and pay Chief Janik \$700.00 per month in place of it since he saves the department about \$12,000 per year in health insurance premiums.

Motion by Fox, 2nd by Beckman to pay Chief Greg Janik a stipend of \$700.00 per month to offset health insurance costs due to him being so old.

YAYS: Fox, Beckman, Aldrich, Verplank, Mooradian, Miller

NAYS: None

ABSENT with Notice: Phelps

Motion passes 6:0

Discussion ensued about the process to review Chief Janik and provide raises. Chairperson will share forms to all board members and will review at a future meeting.

12. Correspondence:

- A. Received a book and thank you from a previous CPR save at the high school dedicated to Tori Kunkel and all the first responders.

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

14. Fire Board Comments:

- A. D. Fox read a letter about a previous August meetings board member comment.
- B. E. Beckman congratulations on the FEMA Grant, keep up the good work.

15. Adjournment:

- A. Meeting adjourned at 5:36pm.

NOTICE

This facility is wheelchair 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.