



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



This public meeting will be held using Zoom video/audio conference technology due to the COVID-19 restrictions currently in place.

Zoom Meeting Info

Meeting ID: **869 8699 0760**

Password: **981642**

One-Touch Weblink:

<https://us02web.zoom.us/j/86986990760?pwd=WUlkKytKbjNaV3J3VHN2clNnLzVOQT09>

Dial by Phone: **(646) 558-8656**

3342 Blue Star Highway
Saugatuck, MI 49453
269 857-3000 / Fax: 269 857-1228
E-mail: info@saugatuckfire.org

FIRE DISTRICT BOARD MEETING

4:00pm – August 17th, 2020

APPROVED MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 4:00pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps, T. Pullen, A. Miller
ABSENT with Notice: None
Also Present: Chief Greg Janik, P. Stanislawski
4. Reminder: It is requested the board silences cell phones and put them away for the duration of the meeting.
5. Approval of Agenda (*additions / deletions*): **(Roll Call Vote)**
Motion by Pullen, 2nd by Phelps to approve the agenda as amended adding #9C2 FEMA Grant. No discussion.
YAYS: Pullen, Phelps, Aldrich, Beckman, Fox, Verplank, Miller
NAYS: None
ABSENT: None
Motion passes 7:0
6. Approval of Minutes:
A. July 20th, 2020 - (Roll Call Vote)
Motion by Pullen, 2nd by Fox to approve the minutes of the 7/20/2020 meeting as presented. No discussion.
YAYS: Pullen, Fox, Aldrich, Beckman, Verplank, Phelps, Miller
NAYS: None
ABSENT: None
Motion passes 7:0
7. Public Comment on Agenda Items Only (Limit 3 minutes): *Use the "raise hand" button in the participants screen in Zoom or enter *9 if you are calling in by phone to raise hand. You will be recognized and unmuted to speak in the order received.:* **None**



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8. Request for Payment:

A. Account Payables (Roll Call Vote)

Motion by Phelps, 2nd by Beckman to pay the invoices in the amount of \$84,299.88. No discussion.

YAYS: Phelps, Beckman, Aldrich, Fox, Verplank, Pullen, Miller

NAYS: None

ABSENT: None

Motion passes 7:0

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 year to date were reviewed – 461 incidents year to date.

2. 5:18 – average response time year to date

B. Community Risk Reduction

1. CO Alarm Save, Run #20200488 on 8/11/2020.

2. State of Michigan experienced 83 fatal fires year to date for 2020, 10 since last meeting.

C. Grants

1. MMRMA - \$3,021.90 received for Fire Inspector 1 class held in December 2019.

2. FEMA / MSP Grant for Covid-19 Supplies and PPE

D. MDHHS Departmental EMS License renewed through 9/30/2021

10. Unfinished Business:

A. Cost Recovery Standard Operating Guideline (SOG)

1. Discussion ensued about the worksheet

2. Suggestion to send the SOG and worksheet to the municipalities.

B. Adoption of Fire District Personnel Manual – 2nd Reading

1. Motion by Fox, 2nd by Phelps to approve the 2020 Fire District personnel manual and adopt it as presented. No discussion.

YAYS: Fox, Phelps, Aldrich, Beckman, Verplank, Pullen, Miller

NAYS: None

ABSENT: None

Motion passes 7:0

C. Adoption of Fire District Lexipol SOP/SOG Manual – 2nd Reading

1. Motion by Pullen, 2nd by Aldrich to approve the Fire District Lexipol Standard Operating Policy and Standard Operating Guideline manual dated 7/16/2020 and adopt it as presented. No discussion.

YAYS: Pullen, Aldrich, Beckman, Fox, Verplank, Phelps, Miller

NAYS: None

ABSENT: None

Motion passes 7:0



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D. Public Safety Floating Dock – Project Update

1. Chief Janik updated the board on the project status.
2. Retaining wall and landscaping were discussed.
3. Low budget plan to beautify street end.

11. New Business:

A. Election of Fire Board Officers

1. Motion by Pullen, 2nd by Aldrich to appoint the following Fire Board Officers:

1. Jane Verplank – Chairperson
2. Eric Beckman – Vice-Chairperson
3. Dan Fox – Secretary
4. Scott Phelps – Vice-Secretary

YAYS: Pullen, Aldrich, Beckman, Fox, Verplank, Phelps, Miller

NAYS: None

ABSENT: None

Motion passes 7:0

12. Correspondence: **None**

13. Public Comments: (Limit 3 minutes): *Use the “raise hand” button in the participants screen in Zoom or enter *9 if you are calling in by phone to raise hand. You will be recognized and unmuted to speak in the order received.:*

None

14. Fire Board Comments:

- A. Fox – Fire dock looks great and can tell it was professionally installed.
- B. Aldrich – dock looks good.
- C. Beckman – Good job on the dock.
- D. Pullen – good job on the dock.
- E. Miller – None
- F. Phelps – agrees, dock looks good.
- G. Verplank – nice job on the dock.

15. Adjournment:

Motion by Pullen, 2nd by Aldrich to adjourn at 4:58pm. No discussion.

YAYS: Pullen, Aldrich, Beckman, Fox, Verplank, Phelps, Miller

NAYS: None

ABSENT: None

Motion passes 7:0

NOTICE

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.