



# 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=WUlkKytkbjNaV3J3VHN2c1NnLzVOQT09>

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](mailto:info@saugatuckfire.org)

## FIRE DISTRICT BOARD MEETING

4:00pm – September 20<sup>th</sup>, 2021

### 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, S. Phelps, T. Pullen, A. Miller**  
**ABSENT with Notice: None**  
**Also Present: Chief Greg Janik, D.C. Chris Mantels**
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 Phelps, 2<sup>nd</sup> by Aldrich to approve the agenda as presented. No discussion.**  
  
**YAYS: Phelps, Aldrich, Beckman, Fox, Verplank, Pullen, Miller**  
**NAYS: None**  
**ABSENT: None**  
**Motion passes 7:0.**
6. Approval of Minutes:
  - A. **August 16<sup>th</sup>, 2021 (Roll Call Vote)**  
**Motion by Pullen, 2<sup>nd</sup> by Phelps to approve the minutes of the 8/16/2021 meeting as presented.**  
**No discussion.**  
**YAYS: Pullen, Phelps, Aldrich, Beckman, Fox, Verplank, 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.:*
  - A. **None**



# SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



## 8. Request for Payment:

### A. Account Payables (*Roll Call Vote*)

Motion by Phelps, 2<sup>nd</sup> by Beckman to pay the invoices in the amount of \$157,547.47. No discussion.

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

NAYS: None

ABSENT: None

Motion passes 7:0.

### B. Financial Report

- i. Was not reviewed due to P. Stanislawski absence.

## 9. Fire Chief Comments:

### A. Incident Reports / EMS Report / Calls to Date / Overlapping Calls

1. Incident Report Statistics were reviewed – 637 calls year to date.
2. 5:51 – average response time year to date.
3. New Data Charting introduction related to alcohol and marijuana incidents.

### B. Cost Recovery Update

1. Cost recovery spreadsheet was reviewed.

### C. Community Risk Reduction

1. State of Michigan experienced 84 fire fatalities in 72 fires year to date for 2021.

### D. Grants

1. FEMA AFG Grant – Health and Wellness program including Annual Physicals, Cancer Screening, and Exercise Equipment Grant – \$38,371.43 awarded.

Chief Janik and the board thanks C. Mantels and the grant team for their efforts in obtaining another \$38,371.43 for the department.

### E. Certifications and Congratulations

1. Phil Dalton – MFR License

Many thanks to Phil Dalton who had been on an extended leave of absence and now spend hundreds of hours of his own time completing online trainings to re-obtain his license.

## 10. Unfinished Business:

### A. Subpoena / Lawsuit Update.

1. Indemnification Agreement

Indemnification agreement was discussed. Chief Janik explained the status. Joe Frey explained what he thought it was for. Legal Counsel will continue to review and discuss. It will be discussed again at a future meeting.

### B. Letter - Old Allegan Rd / Blue Star Hwy – Sent to all parties on 9/7/21

1. Discussion ensued about the impact of the letter and how well it was received by the community.
2. Discussion that a traffic study may be conducted.
3. Chief Janik will reach out to Craig Atwood of ACRC to review status.



# SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



- C. **Collective Bargaining Agreement between the Saugatuck Township Fire District and the Saugatuck Area Professional Fire Fighters Union, Local 5291, International Association of Fire Fighters – 2<sup>nd</sup> Reading (Roll Call Vote)**

**Motion by Pullen, 2<sup>nd</sup> by Beckman to adopt the Collective Bargaining Agreement (dated 9/20/2021) as presented, that will become effective immediately, between the Saugatuck Township Fire District and Saugatuck Area Professional Fire Fighters Union, Local 5291 of the International Association of Fire Fighters, AFL-CIO and to authorize the Fire Chief and Fire Board Chairperson to execute the agreement.**

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

**NAYS: None**

**ABSENT: None**

**Motion passes 7:0.**

11. **New Business:**

- A. **Municipal Employment Retirement System (MERS) Retiree Health Savings Plan Adoption (Roll Call Vote)**

**Motion by Phelps, 2<sup>nd</sup> by Fox to adopt the MERS Retiree Health Savings Program as presented.**

**The Fire District Fire Administrative Board is authorized by the plan documents to amend the Retiree Health Savings Plan with MERS at its leisure.**

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

**NAYS: None**

**ABSENT: None**

**Motion passes 7:0.**

- B. **Municipal Employment Retirement System (MERS) Defined Contribution Plan Modification (Roll Call Vote)**

**Motion by Pullen, 2<sup>nd</sup> by Phelps to to amend the MERS Defined Contribution Plan based on length of service (longevity) the Saugatuck Twp. Fire District (employer) will contribute 2% of base pay and the employee will defer 2% of base pay after 5 years of service: then after 10 years the employer will contribute 4% of base pay and the employee defer 4% of base pay after 10 years of service; then after 15 years the employer will contribute 6% of base pay and the employee defer 6% of base pay for 15 years of service. The Fire District Fire Administrative Board is authorized by the plan documents to amend the Defined Contribution Plan with MERS at its leisure**

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

**NAYS: None**

**ABSENT: None**

**Motion passes 7:0.**

- C. **Michigan Municipal Risk Management Association (MMRMA) Annual Renewal Review**

- 1. **Chief Janik reviewed the memo. Discussion ensued regarding how Chief Janik and D.C. Mantels were successfully in petitioning MMRMA to keep the original agreed values, vs. cutting them in half as was originally proposed by the MMRMA underwriters this year.**



# SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



## D. Staffing Discussion

1. Chief Janik reviewed that some of our daytime POC personnel have retired. He will be coming to the board next month with some staffing ideas since many days we don't have enough daytime staffing.

## 12. Correspondence:

### A. Thank you / Job Well Done – Douglas Harbor Condos

1. Thank you was reviewed by Chief Janik.

### B. Thank you – Hardy Family

1. Thank you was reviewed by Chief Janik.

### C. Thank you – City of Saugatuck

1. Thank you was reviewed by Chief Janik.

## 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.:

- A. Shaun Abbey – District Field Representative for IAFF – Assisted the firefighters union in negotiating the first contract. Would like to thank the Fire Board, the Fire District team and the firefighters. It was a great process and its clear that you have a great team. By the process and the results today, it is clear everyone works well together.

## 14. Fire Board Comments:

**Aldrich – The Township hired Eric Davis as the building official and they hope to introduce him shortly.**

**Beckman – None**

**Fox – None**

**Verplank – Discussed frustration that the Fire District wastes time because the certified and qualified fire inspectors and plan reviewers are challenged for knowing the codes.**

**Phelps – None**

**Pullen – Glad to see there was a strike lockout for both parties in the CBA.**

**Miller – None**

## 15. Adjournment:

- A. Motion by Pullen, 2<sup>nd</sup> by Fox to adjourn the meeting at 4:57pm. No discussion.

**YAYS: Pullen, Fox, Phelps, Aldrich, Beckman, Verplank, 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.