



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

FIRE DISTRICT BOARD MEETING

4:00pm – December 20th, 2021

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, T. Pullen, A. Miller
ABSENT with Notice: Phelps
Also Present: Chief Greg Janik, D.C. Chris Mantels, 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 Beckman to approve the agenda as presented. No discussion.

YAYS: Pullen, Beckman, Aldrich, Fox, Verplank, Miller
NAYS: None
ABSENT: None
Motion passes 6:0.
6. Approval of Minutes:
 - A. **November 15th, 2021 (Roll Call Vote)**
Motion by Fox 2nd by Pullen to approve the minutes of the 11/15/2021 meeting as presented. No discussion.
YAYS: Fox, Pullen, Beckman, Aldrich, Verplank, Miller
NAYS: None
ABSENT: None
Motion passes 6:0.
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**



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8. Special Guest Speaker – Audit Review

A. Dan Veldhuizen of Siegfried Crandall P.C.

- i. The District has very capable accounting staff who do a terrific job per the auditor.
- ii. There was an auditor mistake that has been corrected. The software mistakenly depreciated the entire asset.
- iii. 95% of clients have material weakness and the District doesn't.
- iv. Peter should be proud he does a terrific job.
- v. All debt is currently paid off which is a terrific position for a fire department.
- vi. MERS DC is 79.26% funded and MERS likes 80% funded so right inline.
- vii. No current budget violations.

9. Request for Payment:

A. Account Payables (*Roll Call Vote*)

Motion by Fox 2nd by Beckman to pay the invoices in the amount of \$152,823.73. No discussion.

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

NAYS: None

ABSENT: None

Motion passes 6:0.

B. Financial Report

- i. Financial report was reviewed by P. Stanislawski.

10. Fire Chief Comments:

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

1. Incident Report Statistics were reviewed – 892 calls year to date.
2. 5:45 – average response time year to date.

Currently at a 14% increase in volume over 2020.

Two significant calls included a 7-hour incident on I-196 and a 12-hour power line down incident.

B. Community Risk Reduction

1. Department of Fire Prevention – Monthly Report
2. Michigan Fire Inspectors Society - Fatal Fire Statistics

C. Certifications

1. International Society of Fire Service Instructors - Live Fire Instructor
 - i. Chris Bernhardt
 - ii. Chris Mantels
2. National Fire Academy – Residential Sprinkler Plan Reviewer
 - i. Chris Mantels

D. Toys-For-Tots Donation Site

1. Phil Dalton

E. Thank You

1. Dunesview Quik Stop – Propane Storage Cabinet Donation.



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11. Unfinished Business:

A. Subpoena / Lawsuit Update.

1. Indemnification Agreement

Aldrich updated that it was voted and adopted at the Township Board and Nick/Joe should be sending it over for Fire Board adoption soon.

12. New Business:

A. Fee Schedule Approvals – Inspection/Plan Review & Cost Recovery (*Roll Call Vote*)

Motion by Pullen 2nd by Miller to approve the Plan Review & Inspection Fee Schedule dated 12/7/2021 as presented and to approve the Cost Recovery Fee Schedule as presented dated 12/20/2021

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

NAYS: None

ABSENT: None

Motion passes 6:0.

B. Schedule of Meetings 2022 Approval (*Roll Call Vote*)

Motion by Aldrich 2nd by Beckman to approve the Saugatuck Township Fire District Fire District Administrative Board Schedule of Meetings for 2022 as presented.

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

NAYS: None

ABSENT: None

Motion passes 6:0.

C. Special Events Safety

1. Parade - Waukesha, WI Vehicle Crash - <https://www.youtube.com/watch?v=UD9EG0tFJZk>

i. Discussion ensued about special event safety.

ii. Currently working with City of Saugatuck

iii. Consideration is being given to changing parade routes, blocking, manpower, resources.

iv. Fox endorses the effort. If the District stands up with specific requirements and crystal-clear standards, essentially codify rules for special events, then the District can follow those regardless of jurisdiction.

v. Suggestion to create a committee/commission of Fox, Verplank, Chief Janik, and Captain Betts to discuss these going forward.

D. Water Usage Agreement – Draft Site – 3234 Silver Acres Dr. (*Roll Call Vote*)

Motion by Fox 2nd by Aldrich to adopt the Access and Water Draw License Agreement as proposed between the Saugatuck Township Fire District and the Owners of the parcel at 3234 Silver Acres Drive and to authorize the Fire Board Chairperson to execute the agreement.

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

NAYS: None

ABSENT: None

Motion passes 6:0.



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E. In Person Meetings for 2022 – TBD

- i. Mantels updated that the current OMA law that allowed for local State of Emergency expires 12/31/2021. At this time, we need to plan for in person meeting in January.
- ii. Hopeful that the legislature will extend that law before the years end.

13. Correspondence:

A. Thank you - Sen. Aric Nesbitt – Cancer Presumption Letter of Support

14. 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. Garnet Lewis – Thank you to the Fire Board for all of your hard work this past year. Follow up to Mr. Mantels comment that he is correct, but there is currently the McMorrow bill proposed that would extend the OMA order for all of 2022.

15. Fire Board Comments:

Aldrich – Nice work Peter.

Beckman – Hope everyone has a safe and happy holiday.

Fox – Echo the great comments about Peter and his everyday performance.

Verplank – Peter does a great job everyday! Happy Holidays.

Phelps – Absent

Pullen – Thanks to Peter for a job well done.

Miller – Echo the compliments to Peter.

16. Adjournment:

- A. Motion by Pullen 2nd by Beckman to adjourn the meeting at 4:48pm. No discussion.
YAYS: Pullen, Beckman, Aldrich, Fox, Verplank, Miller
NAYS: None
ABSENT: None
Motion passes 6:0.

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.