



# SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



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 – May 16<sup>th</sup>, 2022

### 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: E. Beckman, Verplank, S. Phelps, S. Aldrich**  
**ABSENT with Notice: T. Pullen, D. Fox, A. Miller**  
**Also Present: Chief Greg Janik, P. Stanislawski, M. Green**
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*):  
**Motion by S. Phelps, 2<sup>nd</sup> by E. Beckman to approve the agenda as presented. No discussion. Motion carries by voice vote.**
6. Approval of Minutes:  
**A. April 18<sup>th</sup>, 2022**  
**Motion by E. Beckman, 2<sup>nd</sup> by S. Phelps to approve the minutes of the 4/18/2022 meeting as presented. No discussion. Motion carries by voice vote.**
7. Public Comment on Agenda Items Only (Limit 3 minutes):  
**A. None**
8. Request for Payment:  
**A. Budget Amendment #1 (*Roll Call Vote*)**
  - i. Budgeted change to fund balance of \$13,417.62, to date.
  - ii. Peter anticipates more insurance claim funds coming.
  - iii. Peter believes the budget adjustment to be close and explains that it will have to be looked at once again at the end of June to have an end of the year total.  
**Motion by S. Phelps, 2<sup>nd</sup> by S. Aldrich to review budget amendment. No discussion.**  
**YAYS: Phelps, Beckman, Verplank, Aldrich**  
**NAYS: None**  
**ABSENT: Pullen, Fox, Miller**  
**Motion passes 4:0.**  
**B. Account Payables (*Roll Call Vote*)**  
**Motion by Phelps, 2<sup>nd</sup> by Beckman to pay the invoices in the amount of \$139,322.56. No discussion.**  
**YAYS: Phelps, Beckman, Verplank, Aldrich**  
**NAYS: None**  
**ABSENT: Pullen, Fox, Miller**  
**Motion passes 4:0.**



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- C. **Financial Report**
  - i. **Financial Report was reviewed by P. Stanislawski**
- 9. **Fire Chief Comments:**
  - A. **Incident Reports / EMS Report / Calls to Date / Overlapping Calls**
    - 1. **Incident report statistics year to date were reviewed – 271 incidents year to date.**
    - 2. **5:45 – average response time year to date.**
    - 3. **Continued increase in overlapping calls.**
    - 4. **Continued trend with falls being the highest type of call.**
  - B. **Community Risk Reduction**
    - 1. **Department of Fire Prevention – Monthly Report**
    - 2. **Michigan Fire Inspectors Society - Fatal Fire Statistics**
- 10. **Unfinished Business:**
  - A. **None**
- 11. **New Business:**
  - A. **Donation Received - \$15,000.0**
    - i. **Donor wishes to remain anonymous.**
    - ii. **D. Fox and Chief Janik met with the donor and agreed to use funds to replace AEDs and towards purchase of new Lucas machine.**
  - B. **Capital Plan Review**
    - i. **Capital plan was reviewed by Chief Janik**
  - C. **Set date for 2022-23 Fiscal Year Budget Approval Public Hearing (*Roll Call Vote*)**

**Motion by Phelps, 2<sup>nd</sup> by Beckman to schedule the 2022-23 Fiscal Year Budget Hearing for June 20<sup>th</sup>, 2022, at 4:00pm at the Saugatuck Township Fire District Station and to authorize Fire District staff to publish the notices of the meeting on behalf of the Fire Board Secretary.**

**YAYS: Phelps, Beckman, Verplank, Aldrich**

**NAYS: None**

**ABSENT: Pullen, Fox, Miller**

**Motion passes 4:0.**
  - D. **Fiscal Year 2022-23 Requested Budget (*Roll Call Vote*)**

**Motion by Beckman, 2<sup>nd</sup> by Phelps to send the 2022-23 requested budget as presented to Saugatuck City, City of the Village of Douglas, and Saugatuck Township for their respective approvals.**

**YAYS: Phelps, Beckman, Verplank, Aldrich**

**NAYS: None**

**ABSENT: Pullen, Fox, Miller**

**Motion passes 4:0.**

    - i. **Verplank – Change language in motion from Douglas City to City of the Village of Douglas**
    - ii. **Peter projects the budget to be sent out on May 17, 2022**
  - E. **Budget Presentations for Municipalities**
    - i. **Saugatuck City – May 23<sup>rd</sup>, 2022**
      - a. **Chief Janik and P. Stanislawski to present**
    - ii. **Douglas City – June 10, 2022**
      - a. **A. Miller to present**
    - iii. **Saugatuck Township – June 8, 2022**
      - a. **Chief Janik and S. Aldrich to present**



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12. Correspondence:

**A. None**

13. Public Comments: (Limit 3 minutes):

**A. None**

14. Fire Board Comments:

**Aldrich – None**

**Beckman – Extended thank you to firefighters for attending fire board meeting. Requested update on continuation of fire department appreciate dinners. Believes it is a deserved event. Chief Janik suggests the coming fall for an appreciation dinner to take place. Everyone agrees to continue having this event to recognize fire and EMS personnel.**

**Phelps – Requested update on new boat to replace boat that sank. Chief Janik provided information that the boat production is coming along, aside from waiting on the fire pump. While in communication with the insurance company, necessary repairs to have the old boat operational while waiting for the new boat have been made in the meantime.**

**Verplank – None**

15. Adjournment: **Meeting adjourned at 4:32pm.**

## 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.