



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

FIRE DISTRICT BOARD MEETING

4:00pm – June 20th, 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: S. Aldrich, D. Fox, J. Verplank, S. Phelps, T. Pullen
ABSENT with Notice: E. Beckman, A. Miller
Also Present: Chief Greg Janik, D.C. 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*):
Motion by Phelps, 2nd by Fox to approve the agenda as presented. No discussion. Motion passes by unanimous by voice vote.
6. Approval of Minutes:
 - A. **May 16th, 2022**
 - B. **Motion by Phelps, 2nd by Aldrich to approve the minutes of the 5/16/2022 meeting as presented. No discussion. Motion passes by unanimous by voice vote.**
7. Public Hearing – Fire District FY2022/23 Budget (Limit 5 minutes per person):
 - A. **Motion to Open Public Hearing (Roll Call Vote):**
Motion by Pullen, 2nd by Fox to open the FY 2022/23 Budget Public Hearing at 4:03pm. No discussion.
YAYS: Pullen, Fox, Aldrich, Verplank, Phelps
NAYS: None
ABSENT: Beckman, Miller
Motion passes 5:0.

The Chairperson outlined instructions and requested comments:

No comments against the budget.

No comments in favor of the budget.

No comments in general regarding the budget.

- B. **Motion to Close Public Hearing (Roll Call Vote):**
Motion by Aldrich 2nd by Phelps close the FY 2022/23 Budget Public at 4:05pm. No discussion.
YAYS: Aldrich, Phelps, Fox, Verplank, Pullen.
NAYS: None
ABSENT: Beckman, Miller.
Motion passes 5:0.

8. Public Comment on Agenda Items Only (Limit 3 minutes):
 - A. **None**



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9. Request for Payment:

A. Budget Amendment #2 (Roll Call Vote)

Motion by Phelps, 2nd by Fox to approve Budget Amendment #2 as presented. No discussion.

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

NAYS: None

ABSENT: Beckman, Miller.

Motion passes 5:0.

B. Account Payables (Roll Call Vote)

Motion by Phelps, 2nd by Aldrich to pay the invoices in the amount of \$116,246.36. No discussion.

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

NAYS: None

ABSENT: Beckman, Miller.

Motion passes 5:0.

C. 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. – 353 incidents year to date.
2. 5:25 – average response time year to date.

B. Community Risk Reduction

1. DES Ice Cream Social – 6/1/2022 – Celebrating Address program Successes.
2. Department of Fire Prevention – Monthly Report
3. Michigan Fire Inspectors Society - Fatal Fire Statistics

C. Grants

1. Michigan Department of Treasury – Training & Recruitment Grant awarded for \$58,000.

D. Full-Time Staff Resignation – John Mileskiewicz

1. John has been unable to find affordable housing in the District for 7 years, and finally moved to the north side of Holland.
2. Staff will regrettably be posting the position to find a replacement for John.

E. Memorial Day Parade

- i. If the City is unwilling to host the Memorial Day Parade, Chief is suggesting that the Fire Board hosts the Memorial Day annually on behalf of the VFW.
- ii. Chief Kent has filed the application in Douglas on behalf of DPD.

11. Unfinished Business:

- A. None



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12. New Business:

A. Fire District Budget Approval – FY2022-23 (Roll Call Vote)

Motion by Fox, 2nd by Phelps to approve the FY2022/23 budget as presented. Discussion ensued about the legal requirements of municipality approval.

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

NAYS: None

ABSENT: Beckman, Miller.

Motion passes 5:0.

Motion by Verplank, 2nd by Aldrich to have a 3-member committee of Aldrich, Phelps, and Verplank to meet with the Fire District staff, and Fire District legal counsel to clarify budget approval needs.

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

NAYS: None

ABSENT: Beckman, Miller.

Motion passes 5:0.

B. EMS Transport Survey

- i. After discussion, the Fire Board would like Chris to try the survey with a few people that may or may not understand how the EMS system works, and potentially reword some of the questions to make them simpler for lay person to understand.
- ii. The Fire Board agreed they do not need to approve sending out the survey and appreciates Chris's efforts and moving the project forward to obtain accurate data.

C. Engine #2110 Arrival / Engine #2111

- i. New Fire/Rescue Engine has arrived.
- ii. It will be a Licensed Medical First Responder Vehicle once outfitted.

D. United States Coast Guard - Station Holland – Confirmed Closed Indefinitely

- i. The Fire District will be the only response boat when the Allegan County Sheriff boat is not on duty until Coast Guard arrives from Grand Haven.

13. Correspondence:

A. None

14. Public Comments: (Limit 3 minutes):

- A. C. Mantels – Thanks to the Fire Board for approving the budget, the staff works hard to remain fiscally responsible and despite hiccups at Saugatuck City, we will continue to provide the best service possible for our citizens.
- B. G. Janik – Is also thankful to the Board for approving the budget and recognizing the staff and people out there. He has the best staff in West Michigan. Is very grateful for all the board does for the most important asset, its personnel.



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15. Fire Board Comments:

Aldrich – The Township supports the Fire District and anything you need please let us know.

Fox – None

Verplank – None

Phelps – None

Pullen - None

16. Adjournment: **Motion by Phelps, 2nd by Fox to adjourn at 5:01pm. No discussion. Motion passes by unanimous voice vote.**

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.