



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 – April 17th, 2023

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, C. North
ABSENT: T. Pullen
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 North 2nd by Beckman to approve the agenda as presented. No discussion. Motion passes by unanimous by voice vote.
6. Approval of Minutes:
A. March 20th, 2023
Motion by Fox 2nd by Phelps to approve the minutes of the 3/20/2023 meeting as presented. No discussion. Motion passes by unanimous by voice vote.
7. Public Comment on Agenda Items Only (Limit 3 minutes):
A. None
8. Special Guest Speaker
A. Dorm Study – Steve Jurzuk of C2AE
 1. Steve reviewed the 5 different options his firm came up with.
 2. Attempted to remain in required zoning setbacks without needing to ask for a variance.
 3. Concern was mentioned for needing an elevator for ADA compliance.
 4. Current construction cost is about \$600/square foot in similar projects in Grand Haven Township and Cascade. Recommends \$600+ per square foot based on economies of scale.
 - 5.
9. Request for Payment:
A. Account Payables (*Roll Call Vote*)
Motion by Phelps, 2nd by Fox to pay the invoices in the amount of \$122,067.42. No discussion.
YAYS: Phelps, Fox, Beckman, Aldrich, Verplank, North
NAYS: None
ABSENT: Pullen
Motion passes: 6:0.
B. Financial Report
 - i. Financial Report was reviewed by P. Stanislawski



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10. Fire Chief Comments:

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

1. 256– runs year to date for 2023
2. Average response time – 5:51 year to date for 2023

B. Community Risk Reduction

1. Department of Fire Prevention – Monthly Report
2. Michigan Fire Inspectors Society - Fatal Fire Statistics
3. Community CPR Classes – 21 Heartsaver & 28 BLS Cards Issued YTD.

C. Grants

1. MMRMA RAP Grant Submitted – Dash Cam Upgrades – Project Cost \$11,167.68, if awarded District match will be \$5,583.84

D. Certifications

1. Fire Officer 1 – Riley Capel

E. Cost Recovery

1. Collected \$15,996.71 cost recovery from I-196 commercial motor vehicle incidents

11. Unfinished Business:

A. None

12. New Business:

A. 2023-24 Proposed Budget Review and Discussion

1. The proposed budget was reviewed.
2. Discussion ensued about call volume and staffing.
3. Priority 1 is filling staffing needs.
4. Discussed having the joint budget meeting with the Fire Board, and the full councils/boards of Douglas, Saugatuck, and the Township to ease answering questions.
5. Discussion ensued about the needs for dorms, offices, training, etc.
6. Reviewed alternative expansion plan designed by Chief Janik and D.C. Mantels.
7. Will have a special budget meeting on Friday 4/28/23 at 3:00pm to continue budget discussions.

13. Correspondence:

A. None

14. Public Comments: (Limit 3 minutes):

A. None

15. Fire Board Comments:

Aldrich – None

Beckman – None

Fox – Rental committee will be reviewing fee structure and Dan would like the District to review its fee structure for rental inspections. Considering doing Annual Inspections as well.

Verplank – None

Phelps – None

North - None

16. Adjournment:

- A. Motion by Beckman, 2nd by Phelps to adjourn. Meeting adjourned at 5:42pm**

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.