



# 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 – January 15<sup>th</sup>, 2024

### 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.**  
**ABSENT: S. Phelps, C. North**  
**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 Aldrich 2<sup>nd</sup> by Fox to approve the agenda as amended deleting the approval of the closed session minutes and adding the Township letter under correspondence #12B. No discussion. Motion passes by unanimous by voice vote.**
6. Special Guest:  
**A. Audit Review – Dan Veldhuizen of Siegfried Crandall P.C.**
  - a. **The District is always a pleasure to work the District as Chief Janik and Chris are always easy to communicate with.**
  - b. **As you know, Peter does an excellent job as the District's accountant and is up at the top of the list of accountants Siegfried Crandall works with.**
  - c. **Auditors report was reviewed.**
  - d. **Currently have 30% set aside in the fund balance and is right where we want to be between 25% to 50% set aside.**
  - e. **95% of clients have material weakness and the District doesn't.**
  - f. **All debt is currently paid off which is a terrific position for a fire department.**
  - g. **MERS DC is 87% funded and MERS likes 80% funded so in a great position.**
7. Approval of Minutes:  
**A. December 18<sup>th</sup>, 2023**  
**Motion by Beckman, 2<sup>nd</sup> by Aldrich to approve the minutes of the 12/18/2023 regular meeting as presented. No discussion. Motion passes by unanimous by voice vote.**  
**~~B. December 18<sup>th</sup>, 2023 – Closed Session~~**
8. Public Comment on Agenda Items Only (Limit 3 minutes):  
**A. None**
9. Request for Payment:  
**A. Account Payables (*Roll Call Vote*)**  
**Motion by Beckman, 2<sup>nd</sup> by Fox to pay the invoices in the amount of \$112,432.12. No discussion.**  
**YAYS: Beckman, Fox, Aldrich, Verplank, Pullen**  
**NAYS: None**  
**ABSENT: Phelps, North**  
**Motion passes: 5:0.**

### **B. Financial Report**



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**i. Financial Report was reviewed by P. Stanislawski**

**10. Fire Chief Comments:**

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

1. Chief will reach out to the new CVB Events Coordinator, April Gundy to see if events can be streamlined and save costs for the Fire District.

**B. Community Risk Reduction**

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

**C. Cost Recovery Update**

1. 2023 Cost Recovery Update was reviewed.

**D. Grant Awards**

1. 2023 Grant awards and donations were reviewed.

**E. Community Safety Committee – School Safety**

1. Recommend that if you are going to have School Resource Officer's, that they are dedicated to Douglas Elementary and Saugatuck Middle / High School and do not leave. Additionally have their positions backfilled if they are on vacation or at training.
2. SPS is the only school system without an SRO, but Dr. Travis listened to the group and hopefully we will see some forward progress towards obtaining School Resource Officers.

**F. Hiring Process Update – Interviews Completed, pending final decisions.**

**G. Reminder – Appreciation/Awards Dinner – Saturday, February 10<sup>th</sup>, 2024.**

**11. Unfinished Business:**

**A. Funding Approval Request – #2120 – Traffic Management Apparatus (TMA).**

1. D.C. Mantels offered a short PowerPoint on the three truck options.
2. Discussion ensued regarding the TMA truck and BLS Transport.
3. Fox stated we should not tie the TMA truck and the importance of it to our mission to BLS transport.
4. Discussion ensued to wait until after the Life EMS meeting Wednesday and then possibly call a special meeting to approve the TMA truck after that, and or revisit this in February.
5. Motion by Beckman, 2<sup>nd</sup> by Pullen to table the Funding Request of the Traffic Management Apparatus to a future meeting.  
YEAS: Beckman, Pullen, Aldrich, Fox, Verplank.  
NEAS: None  
ABSENT: Phelps, North  
Motion Passes: 5:0.

**12. New Business:**

**A. 2023 Year End Statistics Review**

1. Year-end 2023 statistics were reviewed.
2. Down 4% on calls, mild brush/grass fire season, and mild winter for MVI's thus far.
3. 981 Calls Year end 2023.
4. 6:02 average response time for 2023.
5. Request for Erik to transfer columns so newest data is on right.

**B. Donation Received – Bill Hess & Mike Mattern - \$5,000 for Attenuator Truck.**

**C. Accident Fund – Workers Comp Group Dividend Received - \$7,012.00**

**D. Equipment Disposal Request – Engine #2112**



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**Motion by Pullen, 2<sup>nd</sup> by Beckman to authorize Fire District staff to sell the 2011 KME International Engine #2112, while attempting to obtain the highest dollar possible. No Discussion. (Roll Call Vote)**

**YEAS: Pullen, Beckman, Aldrich, Fox, Verplank.**

**NEAS: None**

**ABSENT: Phelps, North**

**Motion Passes: 5:0.**

**13. Correspondence:**

**A. Township – Thank you for Support Letter**

**B. Township – BLS Transport Support Letter**

**14. Public Comments: (Limit 3 minutes):**

**A. None.**

**15. Fire Board Comments:**

**Aldrich – None**

**Beckman – Should we consider workshop meetings for things like the TMA truck and Engine 2112.**

**Fox – None**

**Verplank – None**

**Pullen – None**

**16. Adjournment:**

**A. Meeting adjourned at 5:46pm.**

**NOTICE**

**Requests for accommodation 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.**