



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 – March 18th, 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: E. Beckman, D. Fox, J. Verplank, T. Pullen, C. North
ABSENT: S. Aldrich, S. Phelps
Also Present: Chief Greg Janik, D.C. Mantels, W. Bales, 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 Pullen 2nd by Beckman to approve the agenda as presented. No discussion. Motion passes by unanimous by voice vote.
6. Approval of Minutes:
 - A. **February 19th, 2024**
Motion by Pullen 2nd by Beckman to approve the minutes of the 2/19/2024 regular meeting as presented. No discussion. Motion passes by unanimous by voice vote.
 - B. **February 19th, 2024 – Closed Session**
Motion by Fox 2nd by Beckman to approve the minutes of the 2/19/2024 closed session 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. Request for Payment:
 - A. **Account Payables (*Roll Call Vote*)**
Motion by Beckman 2nd by Fox to pay the invoices in the amount of \$175,108.75. No discussion.
YAYS: Beckman, Fox, Verplank, Pullen, North
NAYS: None
ABSENT: Aldrich, Phelps
Motion passes: 5:0.
 - B. **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. **Incidents – 156 year to date**
 2. **Average Response Time year to date – 6:32**
 - B. **Community Risk Reduction**
 1. **Department of Fire Prevention – Monthly Report**
 2. **Michigan Fire Inspectors Society - Fatal Fire Statistics**
 - C. **Cost Recovery Update**
 1. **Incident #240051 – Received \$5,410.00 payment.**
 - D. **Grant Awards**
 1. **MMRMA RAP Grant Awarded - \$20,000.00 for Attenuator Truck**
 - E. **MPSCS Interoperability Conference – School Safety**



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10. Unfinished Business:

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

Motion by Fox 2nd by Beckman to authorize Fire District staff to execute the contract and agreements with Royal Truck and Equipment, for the purchase of the 2025 Freightliner / Royal Truck Custom Traffic Management Apparatus and associated equipment, including the 5% contingency, with a not to exceed the amount of \$211,336.99. Discussion ensued regarding postponing the sale of Engine #2112.

YAYS: Fox, Beckman, Verplank, Pullen, North

NAYS: None

ABSENT: Aldrich, Phelps

Motion passes: 5:0.

B. Douglas Hydrant Survey Update

1. Chief Janik has had such a great experience with the Douglas DPW to assist in evaluating the hydrant infrastructure in Douglas.
2. It is up to the three municipalities and KLSWA to determine who is responsible for maintenance of the hydrants.

C. Special Event Fee Structure

1. Discussion ensued regarding the cost recovery fee structure.
2. Discussion ensued about the possibility of charging the event host 1/3 the cost of the Fire District resources.
3. The challenge has grown as more and more events are being added every year.
4. An ad-hoc committee of Stacey Aldrich, Scott Phelps, and Tarue Pullen will be formed to review further and potentially invite the CVB's Special Event Coordinator.

11. New Business:

A. Performance Review Timetable – Chief Janik

1. Chair Verplank has coordinated for the past 12 years and would like to pass it on to someone else.
2. Cathy North volunteered and will coordinate the review process this year and will get it started asap.

B. 2023 Year End Apparatus / Truck Maintenance Review

1. Annual truck maintenance cost spreadsheet was reviewed.

12. Correspondence:

A. Thank you – Prins Family

13. Public Comments: (Limit 3 minutes):

- A. Holly Anderson – City of Saugatuck –** thinks it is great that we are teaching fire prevention to our students. Also want to thank Chief Janik and his staff for their contributions regarding short term rentals last year. The task force, planning commission, and City Council ultimately passed all of the Fire District's recommendations.

14. Fire Board Comments:

Beckman – None

Fox – None

Verplank – None

Pullen – None

North - None

15. Adjournment:

Meeting adjourned at 4:59pm.

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.