



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 – October 21st, 2024

APPROVED MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 4:01pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. Roll Call:
PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, T. Pullen, C. North
ABSENT: 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 Fox, to approve the agenda as presented. No discussion. Motion passes by unanimous by voice vote.
6. Approval of Minutes:
 - A. **September 16th, 2024 – Regular Meeting**
Motion by Beckman, 2nd by North, to approve the minutes of the 9/16/2024 regular meeting as presented. No discussion. Motion passes by unanimous by voice vote.
 - B. **September 16th, 2024 – Closed Session Meeting**
The minutes were at home on the computer and were not able to review. Will bring to next meeting for review and approval.
7. Public Comment on Agenda Items Only: (*The Fire Board requests that speakers respect the three-minute time limit for individual comments and the five-minute time limit for an individual speaking on behalf of a group. This is not a question-and-answer session, it is an opportunity to voice your thoughts with the Fire Board.*)
 - A. **Chris Mantels – as a Township Resident and taxpayer commented on the jersey barriers and requested that the Fire Board ask the City of Saugatuck to purchase parade safety equipment as they are the only jurisdiction that would benefit from owning them. The barriers would not benefit the Township with no special events or City of Douglas who already has a phenomenal parade safety program and could alleviate some of the burden on the Fire District equipment and staffing special events.**
8. Request for Payment:
 - A. **Account Payables (*Roll Call Vote*)**
Motion by Beckman, 2nd by Fox, to pay the invoices in the amount of \$183,451.46. No discussion.
YAYS: Beckman, Fox, Aldrich, Verplank, Pullen, North
NAYS: None
ABSENT: Phelps
Motion passes: 6:0.



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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 – 893 year to date

- i. Notable that we are currently up 20% on call volume over last year.
- ii. Discussion ensued regarding staffing levels and the need for an additional inspector to assist with the rental inspection load and assist with call volume so we don't fall behind on commercial property inspections. The fees received from rentals should fund the additional positions.

2. Average Response Time year to date – 6:44

B. Community Risk Reduction

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

C. Cost Recovery Update

1. Received \$5,438.00 - #24-0742
2. Received \$940.00 - #24-0830

D. Traffic Management Apparatus – Update

1. The truck was completed earlier than anticipated.
2. Chief Janik and D.C. Mantels are flying to Pennsylvania tomorrow to inspect it and drive it back.
3. Truck will have the lighting package installed and lettered once it is here.

E. MMRMA State Pool Committee Reappointment – Chief Janik

1. Chief Janik was reappointed by MMRMA to the State Pool Committee.

10. Unfinished Business:

A. Jersey Barrier Updates

1. Jersey barrier pricing was provided at \$378.00 each
2. Concrete blocks similar to what Douglas has, and what Saugatuck City uses to hold their mulch and dirt piles would be about \$58.00 each as an alternative with different methods of moving them.
3. Suggestion to reduce the scope of the parade routes to Butler St to make it easier to secure and less blocking.
4. The challenge with using school and volunteers is they forget and don't show up.
5. Tabled until a future meeting until can discuss with the City.

B. Collective Bargaining Agreement – Update by Fire Board Members Verplank & Fox

1. Meeting with the Local 5291 and they brought everyone up to date and have not had time to meet again since due to busy October schedule with Fire Prevention Week.

C. Special Event Fees – Policy Proposal (*Roll Call Vote*)

1. Discussion ensued regarding the proposed policy.
2. Discussed having a certificate of approval or non-compliance if the event meets the safety criteria or not.
3. Consideration to have a timeline on the approval process so they get it done in advance, that the completed checklist would be done by the Zoom meeting.
4. Tabled to a future meeting to create a Special Event Safety Checklist similar to the Tent Inspection Checklist and bring it to a future meeting.



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D. Meeting Location – Fire District Station or Township Hall (*Roll Call Vote*)

Motion by Pullen to move the meetings to the Township. No support. Pullen rescinded her motion.

1. Discussion ensued that we should stay in our house to keep our independence.
2. Ease of having our own equipment and video and not having to move.
3. It's a good thing to keep the little bit of separation between municipalities by having it in our house.
4. If ADA becomes an issue, we can meet downstairs.
5. All discussed and agreed that we will stay at the Fire District station for Fire Board meetings.
6. Continue to explore a station addition with better sleeping accommodation and meeting room for board meetings. Chief and staff are working on pricing with CarbonSix who did the Township renovations.

11. New Business:

A. Anonymous Donation Received - \$10,000.00 – for EMS Equipment / Training

B. Donation & Thank you Received - \$300.00 – Southside Body and Fabrication

C. HIPPA Responsibility and Accountability

1. Be careful about what Fire Board members are saying on social media and in general regarding incidents and information.
2. Chief receives complaints when Fire Board members comment on Facebook about incidents. Requesting the members not engage regarding fire department incidents.
3. Please be careful not to mention peoples names as it can be a HIPPA violation.
4. As Todd Christensen used to say, remember who you are and who you represent.

D. Priority Health Costs – Rate increase and higher deductibles.

1. Increased 9.5% cost or about \$7,500.00.
2. The employees will have higher percentages and deductibles with this change.

E. MMRMA Correspondence Regarding Personal Owned Vehicle (POV) Usage

1. The volunteer / paid-on-call personnel use their own vehicles for responding to emergencies, and the MMRMA insurance would only be secondary in the event of an accident after the vehicle insurance covers first.
2. Discussion ensued if the personnel are reimbursed for mileage for using their own vehicles and they are not and have not been.

F. Memorandum of Understanding (MOU) for POV Usage from Attorney

1. The attorney drafted this and then it was reviewed by MMRMA.
2. There are a few edits suggested by MMRMA.
3. Chief will get it completed and bring it back to a future meeting after the edits are completed.

G. Earned Sick Time Act (ESTA) Discussion

1. Peter brought the ESTA to Chief Janik's attention.
2. Currently employees get 5 sick days, and the ESTA will require 9.
3. Part time and paid-on-call will begin earning sick days as well now.
4. The ESTA takes effect in February 21st, 2025.
5. This will have a budgetary impact.
6. Will bring it back more information regarding ESTA to a future meeting.



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12. Correspondence:

A. None

13. Public Comments: *(The Fire Board requests that speakers respect the three-minute time limit for individual comments and the five-minute time limit for an individual speaking on behalf of a group. This is not a question-and-answer session, it is an opportunity to voice your thoughts with the Fire Board.)*

A. None

14. Fire Board Comments:

Aldrich – None

Beckman – discussed the truck parked in the lot out front from comments from acquaintances.

Fox – None

Verplank – None

Pullen – None

North - None

15. Adjournment:

A. Meeting adjourned at 5:35pm.

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.