



# 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 – December 16<sup>th</sup>, 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)*:  
Roll Call:  
**PRESENT: S. Aldrich, E. Beckman, D. Fox, J. Verplank, S. Phelps, T. Pullen, C. North**  
**ABSENT: None**  
**Also Present: Chief Greg Janik, D.C. Mantels, W. Bales, P. Stanislawski**
3. Reminder: It is requested the board silences cell phones and put them away for the duration of the meeting.
4. Approval of Agenda *(additions / deletions)*:  
**Motion by Aldrich, 2<sup>nd</sup> by Fox, to approve the agenda as presented. No discussion. Motion passes by unanimous by voice vote.**
5. Approval of Minutes:  
**A. November 18<sup>th</sup>, 2024**  
**Motion by Beckman, 2<sup>nd</sup> by North, to approve the minutes of the 11/18/2024 regular meeting as presented. No discussion. Motion passes by unanimous by voice vote.**
6. 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. None**
7. Request for Payment:  
**A. Account Payables (Roll Call Vote)**  
**Motion by Phelps, 2<sup>nd</sup> by Pullen, to pay the invoices in the amount of \$186,663.64. No discussion.**  
**YAYS: Phelps, Pullen, Aldrich, Beckman, Fox, Verplank, North**  
**NAYS: None**  
**ABSENT: None**  
**Motion passes: 7:0.**  
**B. Financial Report**  
**A. Financial Report was reviewed by P. Stanislawski.**  
**i. Audit reports were distributed and will be reviewed in January.**
8. Fire Chief Comments:  
**A. Incident Reports / EMS Report / Calls to Date / Overlapping Calls**  
**1. Incidents – 1,060 year to date**  
**2. Average Response Time year to date – 6:46**  
**i. November response times declined due to several weather related responses.**  
**ii. ALS Response times were reviewed from June to date.**



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- B. Cost Recovery Update**
  - 1. Several Cost Recovery Letters and Mailings issued.
- C. Traffic Management Apparatus – Update**
  - 1. Truck has responded to several incidents on the highway and is not officially in-service yet.
  - 2. Currently being upfitted with lights and siren this week and then radio on Friday.
- 9. Unfinished Business:
  - A. Collective Bargaining Agreement with Local 5291 – Update**
    - 1. Currently working through attorney feedback.
  - B. Parade Safety Discussion**
    - 1. Good discussion regarding parade safety with Manager Cummins.
    - 2. Video of the Saugatuck Christmas Parade was viewed.
    - 3. They will continue to look at parade improvements such as no street parking after midnight and putting out barricades to keep people out of the parade route.
- 10. New Business:
  - A. Schedule of Meetings – 2025**
    - 1. Motion by Fox, 2<sup>nd</sup> by North to accept the 2025 meeting dates and in addition to have Monthly workshop meetings on the first Monday of the Month at 4:00pm starting January 6, Feb 3, March 3, April 7, May 5<sup>th</sup>, June 2<sup>nd</sup>, July 7<sup>th</sup>, August 4<sup>th</sup>, September 1<sup>st</sup>, October 6<sup>th</sup>, November 3<sup>rd</sup>, December 4<sup>th</sup>. No further discussion, motion carries by Unanimous Voice Vote.
  - B. #241079 – Incident Review and Discussion**
    - 1. Responding to an incident and the crew was verbally attacked by a business owner.
    - 2. So far no formal complaint has been received.
    - 3. The Township is working on this and trying to assist.
    - 4. The address has been flagged with dispatch and a Deputy will be requested to all responses at the address to assist.
  - C. Bi-Monthly Fire Board Meetings – Discussion**
    - 1. Lots to talk about in the next year regarding the station.
    - 2. The Chair recommends that start doing workshop meetings in 2025.
    - 3. Suggestion to have Zoom option on the first Monday of each Month at 4:00pm.
      - 1. The workshop would require an in-person quorum and the rest could attend on zoom.
- 11. Correspondence:
  - A. Thank you – Township Election Presence**
  - B. Donation Letter from Attorney regarding William Hess Trust Donation**
- 12. 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**
- 13. Fire Board Comments:



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**Aldrich – None**

**Beckman – None**

**Fox – None**

**Verplank – None**

**Phelps - None**

**Pullen – None**

**North – None**

14. Adjournment:

**A. Meeting adjourned at 5:04pm.**

### 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.