



SAUGATUCK TOWNSHIP FIRE DISTRICT

Proudly serving : Douglas | Saugatuck | Saugatuck Township



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FIRE DISTRICT BOARD MEETING

4:00pm – January 6th, 2025

APPROVED WORKSHOP MINUTES

1. Call to Order: **Meeting called to order by J. Verplank at 4:04pm**
2. Pledge of Allegiance (*Stand if you are able*):
3. 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
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 Phelps, 2nd by Fox, to approve the agenda 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. Fire Chief Comments:
A. None
8. Unfinished Business:
A. Collective Bargaining Agreement with Local 5291 – Update
 1. Met with the negotiating committee to review the requested changes from the Fire District attorney.
 2. Chris Bernhardt has been on vacation and should have a redline for the 1/20/2025 meeting.**B. Schedule of Meetings – 2025 – Review Holiday Conflicts**
 1. Remove the 9/1/2025 meeting as it conflicts with Labor Day.
9. New Business:
A. Strategic Future Planning
 1. Station Needs
 1. Discussion ensued regarding future station needs and steps to do.
 2. Find a consultant first and potentially draft an RFP.
 3. Look into the costs for sewer and water to the building.
 2. Property Surveys
 1. Property surveys and overhead's were reviewed.
 3. Staffing Needs
 1. Front Office Position from Part-Time to Full-Time, Non-Bargaining Position



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- a. Chief outlined the current hours for Wendy. The original full time clerk position was not back filled.
- b. Suggestion to make this position full-time.
- c. The funds are currently in the budget for this position to be full-time.
- d. In order to keep up with cost recovery and reports needs more hours.
- e. Chief recommended that the person would still run calls, just not the first up calls. If the Board wanted to look into a non-firefighter / EMS person, we can look at that as well. Chief recommended Wendy for the position and it would be non-union. We would lose her on Thursday nights as a paid-on-call.
- f. Jane asked if we have to post the position?
- g. The Board suggested it is left up to the Chief.

4. Apparatus Needs

1. 2171 & 2173 Scheduled for Replacement, both Overdue

- a. Chief suggested ordering a new EMS transport truck, and then replace the older expedition and the older RAM. His RAM would be replaced, and the current RAM would become the old RAM.
- b. This would allow us to have a 4x4 BLS transport capable apparatus.
- c. The small vehicles are supposed to be on 5-year replacement plans.
- d. Consider a refurbished box and a new 4x4 chassis.
- e. Staff will work on getting quotes for a 1-ton RAM as well as a refurbished box.
- f. Postponed discussion to a future meeting.

10. Correspondence:

A. None

11. 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. **Chris Mantels** – suggested considering talking to Brad Brown, now Chief of Grand Rapids, to assist with Strategic Planning. Chief and Board thought it was a good idea and asked Chris to reach out to him to see if he would assist.

12. Fire Board Comments:

Aldrich – None

Beckman – Suggested the municipalities consider weight limits of vehicles in the parades after what happened in New Orleans. Discussion ensued regarding parade safety.

Fox – Echoes parade concerns and plans to offer comments to Saugatuck City Council.

Verplank – announced she has been re-appointed to the Fire Board until 2031.

Phelps - None

Pullen – Asked why we get so involved in parades.

North – None, had to leave at 5pm for Douglas meeting.

13. Adjournment:

- A. Meeting adjourned at 5:16pm.

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.