

PROPOSED MINUTES

GRAAFSCHAP FIRE BOARD  
4534 60<sup>TH</sup> STREET  
HOLLAND, MI 49423  
(616) 335-3050

SERVING LAKETOWN AND FILLMORE TOWNSHIPS

January 13, 2020

ARTICLE I. CALL TO ORDER

Chair Bob Yonker called the meeting to order at 5:30pm and Tim Hofman opened with prayer.

MEMBERS PRESENT: Doug Den Bleyker, Tim Hofman, Blake Stewart,  
Bob Yonker, Linda Howell, Chad DeJonge, Gary Dewey  
MEMBERS ABSENT: None  
STAFF PRESENT: Al Meshkin – Township Manager

ARTICLE II. APPROVAL OF MINUTES

The Board reviewed the minutes of the July 22, 2019 meeting. **A motion was made by Hofman and seconded by Dewey to approve the minutes as submitted. Chair Yonker called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE III. UPDATE FROM CHIEF

Chief Den Bleyker reviewed the attached Chief Updates report highlighting Personnel; Stats for 2019; Command Vehicle; Live Fire Training Facility; New Reporting Software; Collaborative Resourcing; Grants; Cost Recovery and Response times.

ARTICLE IV. OLD BUSINESS

A. AERIAL PLATFORM 751

Chief Den Bleyker reviewed highlights of the new aerial purchase (attached).

ARTICLE V. NEW BUSINESS

A. NEW FIRE BOARD REPS GFD

Den Bleyker introduced the new GFD Fire Board earlier during Call to Order.

B. BUDGET

Meshkin reviewed the 2019 Amended Budget and 2020 Proposed Budget. The split between the two townships is slightly different from last year with an approximate 84/16 split. Existing fund balance will be used to purchase the new command vehicle that is replacing the vehicle totaled. The fund balance will remain 10-20% of the 2020 Proposed Budget. Following discussion, **a motion was made by Dewey and seconded by Hofman to approve the FY 2020 Proposed Budget and recommend approval by the township boards. Yonker called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE VI. CITIZENS COMMENTS - none

ARTICLE VII. ADJOURN

**Yonker adjourned the meeting at 6:05 P.M.**

## CHIEF UPDATES

1/14/2020

### Personnel

- Captain Todd Achterhof recently completed a Professional Emergency Manager Course. Todd has been working on this for the last four years while working a full-time job and providing for his young family. Todd will also be taking an Instructor I class in January; our goal is to have at least two personnel from each LFTF department that has Instructor I and Live Fire Instructor qualifications.
- Chad DeJonge was recently promoted to Sergeant, a new position we created for individuals that would like to move into an Officer role but do not currently have the required training.
- Cadet Corey Capel and Recruit Bretton Prins began their 7-month journey through the Fire Academy in January .

### Stats for 2019

- We ended 2019 with a total of 757 calls. This is a 12.48% increase over 2018. There were 116 calls in Fillmore and 568 calls in Laketown. We had 69 calls to assist others and received assistance from others 50 times. Saugatuck Fire ended 2019 with 979 calls using 5.75 Fulltime personnel and paid on call, where we used 2 fulltime personnel with paid on call for 757 calls.

### Command Vehicle

- A new command vehicle to replace the one that was involved in the accident is ordered and should arrive in January 2020.

### Live Fire Training Facility

- We had an opportunity in October to train in the new LFTF and there were lots of positive comments.

### New Reporting Software.

- Business inspection and entering the data into the new software is going well, we also now can access these records on scene using an iPad.

#### Collaborative Resourcing

- Graafschap, Hamilton and Saugatuck Fire Departments plan to collectively purchase a drone in 2020. There are numerous uses for a drone, and we feel that purchasing a drone together currently is the best use of taxpayer dollars.

#### Grants

- We are currently receiving quotes for the FEMA grant we received, and are planning for a spring 2020 install of the exhaust removal system.
- In December we were awarded a FM Global grant for \$2,070 dollars for 3 iPad's and mounting brackets to be mounted in the engines for accessing pre-plan information etc.

#### Cost Recovery

- For the year 2019 we received \$6,973

#### Response Times

- The average response time for all incidents in 2019 was 4.90 minutes

## **Highlights on the purchase of Platform 751**

- Purchased for \$5,000 less than asking
- Lettering and Graphics included approximately \$1,000
- Cab wrapped in gray included approximately \$2,000
- Driver's seat replaced to match the other new seats at no cost approximately \$600
- Multiple lights upgraded to LED at no cost
- We picked up and drove the vehicle back to secure the deal