

PROPOSED MINUTES
GRAAFSCHAP FIRE BOARD
4534 60TH STREET
HOLLAND, MI 49423
(616) 335-3050
SERVING LAKETOWN AND FILLMORE TOWNSHIPS

January 21, 2014

ARTICLE I. CALL TO ORDER

Chair Bob Yonkers called the meeting to order at 5:30pm noon and Jim Lorence opened with prayer.

MEMBERS PRESENT: Cal Haverdink, Bob Yonkers, Jim Lorence, Doug Den Bleyker,
Gary Dewey and Mark Hop
MEMBERS ABSENT: Todd Szczakas
STAFF PRESENT: Al Meshkin ó Township Manager
Diane Ybarra ó Recording Secretary

ARTICLE II. ELECTION OF OFFICERS

Following discussion, **a motion was made by Gary Dewey and seconded by Jim Lorence to re-elect the current slate of officers as is: Bob Yonker as Chair; Jim Lorence as Vice Chair; and Mark Hop as Secretary. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE III. APPROVAL OF MINUTES

The Board reviewed the minutes of the January 31, 2013. **Following discussion, a motion was made by Gary Dewey and seconded by Mark Hop to approve the minutes. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE III. OLD BUSINESS

A. EMERGENCY ACCESS UPDATE

Al Meshkin stated that William and Works started the design work on the emergency access, however the goal of March 31, 2014 for design completion will not be feasible due to complications that MDOT has encountered with the current drain system. The initial intent was to have tied in the emergency access construction with the MDOT 2016 US-31 reconstruction

project. The Kuiper Drain currently runs under the 60th Street overpass and crosses on an angle with a large double box culvert that needs repair work prior to any construction. The cost to repair and/or replace the culvert is estimated \$2 million, in addition to the \$6-\$8 million reconstruction project. Another culvert south of the Scholten Dairy Farm on I-196 will be replaced in 2015. Williams and Works met with the MDEQ to discuss the hydrology of crossing the drain. The MDEQ will likely require a clear span on the crossing. Williams and Works is looking into the feasibility of using the existing bridge that services the greenhouse as an option. Other potential options were discussed by the Board but ultimately, it will be determined by the requirements of the MDEQ. Cal Haverdink asked if the grant funding is in jeopardy due to the delay and Al responded that we technically could delay as late as 9/30/2017 to complete the project. Doug Den Bleyker asked if the cost to the department is still at \$61,000 and if so, could that be spread over the next couple of years to allow for some capital outlay for equipment. Al responded the \$61,000 was for design only and that question will be addressed more in the budget discussion.

B. REVIEW OF GRANT IN PROGRESS

Cal Haverdink reported that the department was awarded a \$25,930 grant to replace hose which has been ordered and will be received in February. All of our hose now will be 5ö. Along with a new hose, a machine to roll it up was also ordered. The grant required a 95% to 5% match so the total project was approximately \$28,000. Some of the old hose will be given to Overisel and Saugatuck Fire Departments.

C. FY 2013-14 BUDGET REVIEW & AMENDMENT

Al Meshkin reviewed the 2013 budget amendment highlighting the following items: Revenue in grants increased from 0 to \$25,930; Private contributions increased by \$2300; Refunds increased by \$3200; There were no significant changes to expenditures other than increasing capital outlay for the grant expenditures and shifting \$30,000 for the emergency access design into next fiscal year. Salary expenses are up slightly due to the increase in the number of runs. There will be a carry forward of approximately \$61,000 into next year. There will be a fund balance of approximately \$36,000 by the end of FY 2014-15. Mark Hop asked if there is a number that we need to stay near if residents ask. Doug Den Bleyker asked if auditors recommend a certain percentage of budget that should be in the fund balance. Al responded that the typical recommendation is 10-15% of the budget. The FY 2014-15 formula breakdown by township is Laketown at 79.8% and Fillmore at 20.2%. This year Laketown had 76% runs versus Fillmore at 24%. The calculations do not include assists to other departments. Cal noted that there will likely be an increase in calls for all departments to respond to mutual aid requirements put in place by ISO. Jim Lorence asked if the departments are compensated for assisting in other areas and Cal responded that the compensation is in receiving aid when our department is in need. Mark Hop asked if the mutual aid responders go to the requester's station or the site of the incident and Cal responded it could be either based on the need. RIT (Rapid Intervention Teams) also respond to aid fire fighters that have been injured. Following discussion, **a motion was made by Gary Dewey and seconded by Mark Hop to approve the FY 2013-14 Amended Budget. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE IV. NEW BUSINESS

A. FY 2014-15 BUDGET DRAFT

Al reviewed the budget as noted above. Following discussion, **a motion was made by Gary Dewey and supported by Jim Lorence to recommend approval of the FY 2014-15 Budget Draft to the township boards. UNANIMOUS DECISION – MOTION APPROVED**

B. DISCUSSION OF FUTURE VEHICLE NEEDS

Cal Haverdink said the last engine purchased had two payments left, one in May of 2014 and May 2015 is the final payment. The plan is to get a mini pumper that is 4-wheel drive with a compressed air foam system to make the Mac Hills and other tight areas more accessible. The old 1985 Ford Engine 12 is rusting and we have had problems getting replacement parts. If a new one is purchased we would be able to get rid of the 1985 and then the 1991 Rescue Truck 60 could be kept in the back row with heavier rescue equipment on it for use when necessary. Doug Den Bleyker noted that the industry standard is 20 years on equipment and we are beyond that. If we ordered a new truck in late 2015 it may be available in 2016. Cal also completed a request for military surplus equipment which is how the station secured a new light tower and generator. We were awarded an opportunity to visit the Lansing site to see what might be available in surplus trucks in their storage yard.

Cal is hopeful that we will be able to upgrade equipment by obtaining a new truck from the military. The ISO audit may be scheduled in the near future and it would be advantageous to have new equipment for the audit. Saugatuck Fire Department recently went through the audit and shared that much has been changed and will require a fair amount of preparation once a date is assigned.

Cal stated that fire personnel remain an issue particularly for daytime responders. All departments are feeling the strain. There is a bill going through the legislature now that would prohibit a fire department from not allowing its fire fighters from working in more than one department. Cal commented that it is sometimes difficult to respond to a medical emergency with two responders and it is not advisable to have a single responder. Mark Hop asked if there are different levels for fire fighters, do they have to complete the EMT training as well. Cal responded that they do not and can do just the fire fighter training but it is a commitment. There were some comparisons made between staffing in neighboring departments and the number of calls/areas covered. Cal invited the members of the Fire Board to visit the station at any time or contact him if they have questions.

Cal also discussed the "repeater" situation and the difficulty in some areas where there is open frequency and several agencies are on the same call. It causes much confusion and distraction. A repeater and antenna has been placed on the top of the Felt Mansion eliminating some of the issues near the dunes. Saugatuck/Douglas is looking at putting a repeater and 20-foot antenna on the top of Mount Baldhead which would greatly improve the issue in that area.

ARTICLE V. CITIZENS COMMENTS ó None

ARTICLE VI. ADJOURN

A motion was made by Jim Lorence and seconded by Mark Hop to adjourn the meeting at 6:28 PM. UNANIMOUS DECISION MOTION APPROVED