

PROPOSED MINUTES

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

SERVING LAKETOWN AND FILLMORE TOWNSHIPS

August 13, 2015

ARTICLE I. CALL TO ORDER

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

MEMBERS PRESENT: Doug Den Bleyker, Gary Dewey, Bob Yonker, Jim Lorence, Tim Hofman, Dan Martinez

MEMBERS ABSENT: Brett Grams

STAFF PRESENT: Al Meshkin – Township Manager
Diane Ybarra – Recording Secretary

ARTICLE II. APPROVAL OF MINUTES

The Board will review the minutes of the February 3, March 17 and March 24, 2015 at the next meeting.

ARTICLE III. UPDATE FROM CHIEF

Chief Doug Den Bleyker introduced new board member Dan Martinez and advised that Brett Grams, also a new board member was at training tonight.

Den Bleyker reported that the new hose should be received in the next couple of months. The purchase was made possible by a grant that was awarded in December.

A new officer position has been created and filled to provide additional support for the staff. The new position did not impact the budgeted salary as it was divided equally between the two lieutenants.

A new firefighter with EMT training was hired. He was a walk-in who expressed interest in serving on the department. He does need to obtain the National Medical Test so if he passes that and he is a good fit for the department he will attend the Fire Academy School in the fall next year.

The Lucas device purchased last year has been use 3-4 times already and had a confirmed save. A call for auto aid came in for Holland and Captain Tinney was present performing CPR so when Graafschap arrived they applied the Lucas device and the patient soon responded with a pulse and is currently recovering in a local facility. Den Bleyker would like to submit a news article to the Holland Sentinel to create awareness of the department's ability to respond and also to promote the auto aid program. Jim Lorence asked for clarification of what the Lucas device is. Den Bleyker explained that it is a battery operated device that will apply compressions to a cardiac victim. The rhythm is constant and consistent and can be applied while a victim is being transported. In this case, it saved the woman's life. Den Bleyker explained that the City of Holland does not have such a device. Tim Hofman asked if it would cause rib fracture as CPR compression can sometimes result in and Den Bleyker said it could. Lorence suggested putting an article in the next Laketown newsletter, too.

Den Bleyker reported that the number of calls has exceeded last year's number at this time by 9 calls. Responses to automobile accidents are up almost 25% and Saugatuck is up 78% in traffic accidents. Lorence asked if there is a difference between a call and an accident call and Den Bleyker confirmed that they are tracked separately. There were three serious accidents in Laketown in early June.

ARTICLE IV. OLD BUSINESS – None

ARTICLE V. NEW BUSINESS

A. SECURITY SYSTEM

Bob Yonker asked Doug Den Bleyker to give an overview of the security system. Den Bleyker explained that the system is about 15 years old and runs on a phone land line. The new technology would run on the Internet at a faster and more cost effective rate. Losing one phone line would be an annual cost savings of approximately \$600.00. There have been issues with the motion sensors and smoke alarms on the current system. An upgraded system would provide keypads on all the doors, list all sensors and each new employee would have their own code which could easily be changed out as staffing changes occur. Currently, the provider has to make a service call (\$50) to change access codes. The upgrade at the gold level would cost an estimated \$4524.00 which would include a 5-year contract with a monthly fee of \$65.00. Meshkin explained that the system would be similar to the one at the Felt Estate which allows remote operation through a Smart Phone app.

Following discussion, **a motion was made by Gary Dewey and seconded by Tim Hofman to approve the expenditure of \$4524.00 for the security system upgrade.**

Jim Lorence asked if the system would include cameras. Den Bleyker said that had not been considered but he would check into it. Meshkin added that it could be considered in the next budget plan.

Chairman Yonker called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED

B. POLICE VEHICLE PURCHASE

Al Meshkin explained that the vehicle used by the former township deputy is now available. The one Chief Haverdink drove is a Ford Expedition and is very useful for medical calls but not always easy to maneuver in some areas of the township. The deputy's vehicle is a Ford Explorer, somewhat smaller and more fuel efficient. Den Bleyker proposes to keep the Expedition to be shared between the two officers who live in the northern part of the township and he would take the Explorer. Both can be used for medical response. Meshkin stated that the 2010 Expedition has approximately 120,000 miles on it and the 2013 Explorer has approximately 51,000 miles. Meshkin further explained that the payoff for the fire engine came in at \$36,000 and \$56,000 had been budgeted so there is \$20,000 available in the budget to help cover the \$24,000 cost for the additional vehicle. Den Bleyker said C-Com has a police department interested in taking the police equipment out of the Explorer and would retrofit it for fire and medical response purposes. The radar system is valued at \$2200.00 so will offset any expense to retrofit it and put new tires on it.

Following discussion, **a motion was made by Gary Dewey and seconded by Jim Lorence to approve the Police Vehicle Purchase. Chairman Yonker called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

C. SNOWPLOWING

Chief Den Bleyker explained that Cal Haverdink had taken care of most of the plowing with his own vehicle at little or no cost to the township. Gary Dewey asked if we could contract with the same one used for the township office. Den Bleyker said there is someone currently working on the department that could do it. It would require having a resource to move large piles of snow and not just plowing. Dewey asked if we are required to put it out for bid and Meshkin stated that it is not required but a standard practice. He will do so with the stipulation that heavy equipment be available to move large snow piles.

Following discussion, **a motion was made by Gary Dewey and seconded by Tim Hoffman to approve Chief Den Bleyker put the snowplowing out for bid. Chairman Yonker called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED.**

D. ENGINE RETIREMENT AND REPLACEMENT

Chief Den Bleyker explained that the old 1985 engine #712 should be retired but not before it can be replaced with a new engine. There are areas in the township that only this piece of equipment can reach so it will be necessary to keep it in service until it is replaced. Den Bleyker reported that the process to establish the necessary specifications for the new truck has begun and Meshkin added that the cost would likely be close to \$400,000. Gary Dewey asked if the purchase would be contingent on the passing of the millage. Meshkin responded it would not be contingent on the millage. The specification and order process is somewhat lengthy so it would be in next year's budget cycle. Yonker asked for clarification of the cost and Meshkin responded that the newest engine that was just paid off was \$456,000 spread over 10 years at \$56,000 per year. The first payment may fall into next year's budget which would have no effect as we had been paying for the newest engine over the last 10 years so that amount would remain in the budget. Meshkin added that the fire station building would be paid off in two years and that is an annual expense of \$75,000.

Following discussion, **a motion was made by Gary Dewey and seconded by Tim Hofman to approve the process to retire the old engine and replace it with a new one. Chairman Yonker called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED.**

Yonker commented that he appreciates the demonstration of fiduciary responsibility and still being able to maintain up to date equipment.

E. GOALS

Chief Den Bleyker stated that he shared a few ideas with the Al Meshkin and the officers. He would like to put some goals in place and asked if the Fire Board had any goals they would like to propose. Den Bleyker would like to add another person within the next year. It is difficult to get everyone through the necessary training and maintain service levels to the townships. Bob Yonker asked what the current staffing level is. Den Bleyker responded there are 19 staff members now. Cal Haverdink will run the engine and medical responses during the day. Wayne Van Ommen also helps out but it is uncertain how much longer both of them will work and whether or not they will be available during the winter months as they are both retired. Den Bleyker has an application of someone who is interested and he plans to interview. Meshkin said historically the staff level has been between 17 to 22 so if we can be at 20 that is a good number, particularly with the automatic aid agreements in place.

Gary Dewey asked that the Chief and staff provide their top five goals, cost of implementation and time tables to achieve and present it to the Board. Tim Hofman agreed adding that the department members are the lifeline that keeps the service to the townships going and he can appreciate the need for adequate staffing. Meshkin suggested drafting goals for the Board to review and to be taken into consideration for budget planning.

Meshkin recognized Chief Den Bleyker for the good work he is doing in his new role, leading by example with completing the National Fire Academy training and currently going through the EMT training. Den Bleyker said the training opportunities have been very beneficial and he would like the rest of the staff to do the same. The National Fire Academy training is covered by the Federal Government so is very little cost other than the participant's time. Dewey asked if there is a training budget and Den Bleyker said there are funds available for training.

F. NEXT MEETING DATE

Al Meshkin stated that the Fire Board should return to the quarterly meeting schedule, particularly with the current transitions. It was agreed that the next meeting be scheduled for Thursday, November 5 at 5:30 P.M.

ARTICLE VI. CITIZENS COMMENTS - None

ARTICLE VII. ADJOURN

A motion was made by Gary Dewey and seconded by Tim Hofman to adjourn the meeting at 6:27 P.M. UNANIMOUS DECISION MOTION APPROVED