

PROPOSED MINUTES

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

SERVING LAKETOWN AND FILLMORE TOWNSHIPS

January 6, 2022

ARTICLE I. CALL TO ORDER

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

MEMBERS PRESENT: Doug Den Bleyker, Tim Hofman, Blake Stewart,  
Bob Yonker, Linda Howell, Chad DeJonge  
MEMBERS ABSENT: Gary Dewey  
STAFF PRESENT: Al Meshkin – Township Manager  
Mike Capel – Deputy Fire Chief

ARTICLE II. APPROVAL OF MINUTES

The Board reviewed the minutes of the September 2, 2021 meeting. **A motion was made by Hofman and seconded by Howell to approve the minutes as submitted. Chair Yonker called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

ARTICLE III. UPDATE FROM CHIEF - attached

ARTICLE IV. OLD BUSINESS -- None

ARTICLE V. NEW BUSINESS

A. BUDGET

Meshkin reviewed the current FY 2021-22 budget and the proposed FY 2022-23 budget. Meshkin reviewed the additional ARPA funding Laketown has sent to the department: \$17,000 in COVID expenses, \$30,000 in premium pay and a proposed additional \$80,000 for equipment and upgrades to be spent in this fiscal year and next. Laketown requests Fillmore consider sharing some of their ARPA funds with the department using our formula split between the two townships, roughly 80-20. **A motion was made by Hofman and seconded by Howell to recommend approval of the FY 2022-23 to the Fillmore and Laketown Township Boards. Chair Yonker called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

B. ARPA FUNDS

Chair Yonker will take the request for ARPA funds to the Fillmore Board for consideration.

C. STAFFING

The Chief and Deputy Chief will continue to work to hire a third full time person if the budgets are approved by the township boards. Partially funding this position could be another use of ARPA funds.

D. DEPUTY CHIEF VEHICLE

Funding for a vehicle for the deputy chief is included in the proposed FY 2022-23 budget and a vehicle will be order if the budget is approved.

E. ENGINE 760

760 did not pass DOT inspection because of frame rust issues. The Chief is looking into options and will come back with a recommendation.

ARTICLE VI. CITIZENS COMMENTS

None.

ARTICLE VII. ADJOURN

**A motion was made to adjourn the meeting at 6:30 p.m. Yonker called for a vote on the motion. UNANIMOUS DECISION – MOTION APPROVED**

CHIEF UPDATES  
12/31/2021

Personnel

- We currently have no applications of interested candidates, although we do know of two people that have expressed interest in the department. Over the last year including Jan. 2022 we will have had 5 people that left the department with 89 years combined experience. We had a 20% reduction in staffing in 2021 with an increase in call volume. We continue to do more with less.

Cost Recovery

- Received \$9,156 for the calendar year 2021

Stats for 2021

- We ended the year with 850 calls for service. This was a 2.4% increase over 2020. Calls in Fillmore were 203, calls in Laketown were 574 and assists to others were 72. We were assisted by others 24 times.
- 2020 saw 830 calls, that increase was 9.64% over 2019
- Over the last 5 years our calls for service have increased 40.7%.

Apparatus Report

- All apparatus had their pump testing and annual inspections completed in December. No major issues were noted.

Aerial 751

- The aerial has had all its testing completed in November of this year. We have a list from the annual inspection with multiple items we are addressing. Some of the items need to be completed at the shop in Romeo and when the parts are all in the repairs will be completed.

Training

- Last year we added a certified Fire Instructor I, in anticipation of new continuing education requirements coming down from the State.

Live Burn Facility

- We utilized the burn facility multiple times this past year with invaluable experience gained by new and seasoned fire fighters
- We assisted with the annual inspection of the burn facility this fall.

#### Commercial Business and Rental Inspections

- We continue to pre-plan and inspect commercial business's as time allows
- We conducted 48 rental inspections in Laketown in the year 2021. The inspections included short term, long term and vacation rental units. There were numerous life safety issues that were addressed where a potential for multiple deaths were mitigated.

#### Grants

- We were awarded a DNR grant of \$ 380, this is a 50/50 match grant. The funds will be used to purchase a hose reel and multiple fire fighting tools for wildland fires.
- Fire fighter Grumney submitted two grants this fall, a MIOSHA grant for \$9,722.10 which is a 50/50 match was submitted to replace ropes, trench rescue equipment, aerial harnesses and multiple other items that were donated to the department years ago. These items had no records of annual testing or purchase dates. Dave also submitted a grant to Firehouse Subs of \$14,841.49 for Community Risk Reduction (CRR) items including AED's to replace ones located at the Felt Mansion, Laketown Township Hall and add an AED to the Fillmore Township Hall and the new pickleball court at the Laketown Township Hall. We will also be purchasing items to start a community CPR program including study materials, manakins and the items needed to hold CPR classes at the fire station. We are waiting to hear the results of both grants.

#### Collaborative Resourcing

- Graafschap, Hamilton and Saugatuck Fire Departments plan to collectively purchase a drone in 2022. There are numerous uses for a drone, and we feel that purchasing a drone together currently is the best use of taxpayer dollars. It is finally going to happen this year.

#### Fire Fighter Auxiliary

- Auxiliary was created on Nov. 1, 2021 and currently has one member

#### Station Upgrades 2021

- The past year we replaced the chairs in the training room, these chairs were donated when the station was built.
- Added a sidewalk outside the training room
- Updated landscaping near the south entrance
- Added the gear washing/drying room in the apparatus bays

#### Tentative Capital Plans for 2022

- Replace training room tables that were donated when the station was built
- Replace lawn edging and landscape rocks on the North end of the station

#### Refurbish dayroom table chairs