GRAAFSCHAP FIRE BOARD
4534 60th STREET
HOLLAND, MI 49423

SERVING LAKETOWN AND FILLMORE TOWNSHIPS

TENTATIVE AGENDA
08:00 AM., THURSDAY
January 22, 2026

I. CALL TO ORDER

II. APPROVAL OF MINUTES

III. UPDATE FROM CHIEF

IV. OLD BUSINESS
- a. ARPA Funds
- b. 741 Chassis
- c.

V. NEW BUSINESS
- a. 2026/2027 Budget
- b.
- c.

VI. CITIZENS COMMENTS

VII. ADJOURNMENT

PROPOSED MINUTES

GRAAFSCHAP FIRE BOARD

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HOLLAND, MI 49423

SERVING LAKETOWN AND FILLMORE TOWNSHIPS

November 13, 2025

I. CALL TO ORDER

Chairperson Jim Johnson called the meeting to order at 12:02 p.m.
MEMBERS PRESENT: Bob Yonker (Fillmore), Mark Geurink (Fillmore), Jim Johnson (Laketown)
MEMBERS ABSENT: Mike Koeman (Laketown)
STAFF PRESENT: Graafschap Fire Department Chief Doug DenBleyker; Deputy Chief Mike Capel; Captain Dave Grumney; Laketown Manager Stephanie Fox; Laketown Township Public Information Coordinator Jim Hayden
OTHERS PRESENT: Fillmore Township Supervisor John Yonker

II. APPROVAL OF MINUTES

Motion by Yonker, second by Geurink, to approve the minutes from Aug. 7, 2025. Johnson called for a vote. APPROVED 3-0. VOICE VOTE. MOTION PASSES UNANIMOUSLY.

III. UPDATE FROM CHIEF

DenBleyker explained the proposal before the board: Fillmore Township is offering to contribute a total of $80,000 to the department in American Rescue Plan Act (ARPA) funds. Of that, $50,000 is non-matching. The remaining $30,000 will be matched by Laketown Township using the formula of 27.09 percent from Fillmore to 72.91 percent from Laketown, meaning Laketown will contribute $80,750. The total contribution to the department from both entities will be $110,750.

DenBleyker said Fillmore's $80,000 will be used to purchase turnout gear, boots and hood, a truck topper and extended bed, thermal imaging camera, ventilation fan and ground monitor.

IV. OLD BUSINESS -- None

V. NEW BUSINESS

a. Plan for ARPA funds from Fillmore

The board discussed the proposal as presented.

Motion by Johnson, second by Yonker, that the Graafschap Fire Department graciously accept the $80,000 in ARPA funds from Fillmore Township. Because federal guidelines require that ARPA funds be spent by the end of this calendar year, I further move that the Laketown

Township manager be authorized to approve the expenditure of these funds, working in coordination with the fire chief, according to the following prioritized list until all funds are expended:

1. **Firefighter turnout gear, boots and protective hoods**
2. **Truck topper and extend-a-bed for Unit 735**
3. **Thermal imaging camera**
4. **Ventilation fan**
5. **Ground monitor**

Johnson called for a vote. APPROVED 3-0. VOICE VOTE. MOTION PASSES UNANIMOUSLY.

Motion by Johnson, second by Geurink, that we approve the Funding Scenario, "Attachment A," as presented and previously approved by Fillmore Township, and recommend that, when Laketown Township funds become available, they contribute the suggested $80,750 to the Capital Fund Balance of the Graafschap Fire Department. Johnson called for a vote. APPROVED 3-0. VOICE VOTE. MOTION PASSES UNANIMOUSLY.

VI. CITIZENS COMMENTS

Opened at 12:23 p.m.

No comments

Closed at 12:23 p.m.

VII. ADJOURNMENT

Motion by Johnson, second by Geurink, to adjourn at 12:23 p.m. Johnson called for a vote. APPROVED 3-0. VOICE VOTE. MOTION PASSES UNANIMOUSLY.

2025 GRAAFSCHAP FIRE DEPARTMENT YEAR IN REVIEW

As we close out 2025, we would like to share a snapshot of the past year and provide a few important safety reminders to our community.

We ended the year with a total of **899 calls for service**, representing a **2.6% increase over 2024**. Of those calls, **571** occurred in **Laketown Township** and **229** in **Fillmore Township**. We also assisted other fire departments 99 times, bringing the total to **899 calls**. In addition, we received assistance from neighboring departments on 54 occasions. These numbers highlight the continued demand for emergency services and the importance of regional cooperation.

Staffing remains a challenge, but we made progress in 2025 by hiring two paid-on-call personnel. Our current roster stands at 18 members**,** which is still well below where we need to be. We are grateful for the dedication of our team. Four of our newer members recently completed a six-month EMT course**,** and one of our newest members has begun the fire academy**,** where he will train two nights per week and most Saturdays for the next five months. This level of training requires significant commitment, and we are fortunate to have individuals willing to invest that time and effort.

The following highlights a snapshot of a few of the activities conducted on a weekly, monthly, or yearly basis within the department.

In 2025, the department's blood drive collected **172** units of blood. A single blood donation can potentially help up to three patients through the separation of blood into its individual components. This process includes donation, testing, and component separation. Certain donations, such as platelets, are especially critical for cancer patients, while red blood cells are vital for individuals suffering from anemia or significant blood loss.

Total training hours for the department in 2025 amounted to **2,767** hours. This includes EMS, fire, and duty crew training conducted every Saturday. Additionally, the State of Michigan now mandates specific training requirement hours, with an audit of training hours conducted every three years to maintain active status with the state.

Community Risk Reduction efforts totaled **154** hours in 2025. These efforts included school visits, smoke alarm installations, weekly blood pressure screenings, home safety audits, CPR classes, and business pre-plans.

Weekly apparatus inspections, which are essential to maintaining a constant state of readiness, require approximately **38** hours per month. Any identified maintenance or repair issues increase the total time dedicated to these inspections.

In 2025, a total of **67** rental properties were inspected, consisting of **41** short-term rental properties and **26** long-term rental properties. Due to several properties containing multiple rental units—such as motels, duplexes, and apartment buildings—the total number of individual rental units inspected was **111**.

During 2025, the department also took delivery of a new pumper/tanker. To reduce costs, all equipment was mounted in-house at the station rather than contracted out. A total of **80** staff hours were dedicated to placing the new apparatus into service.

Training on the new pumper/tanker

The chassis for the next pumper/tanker is currently at Spencer undergoing inspection. Once approved, it will be transported to Graafschap for storage until late spring.

None of these activities would be possible without the dedicated staff we are fortunate to have. Their continued focus is on delivering the highest level of service to the residents we serve.

FORMULA FOR ALLOCATING THE COST OF OPERATING THE GRAAFSCHAP FIRE DEPARTMENT BETWEEN FILLMORE AND LAKETOWN TOWNSHIPS

2025 DATA FOR BUDGET YEAR 2026/2027

1	Fiscal Year Fire Department Operating Budget		$1,244,005
2	SEV for Fillmore Sections served by Graafschap Fire		$166,380,200
3	SEV for Laketown		$980,867,000
4	Total SEV covered by Graafschap Fire Department		$1,147,247,200
5	% of Laketown SEV to Total SEV		85.50
6	SEV weighted 25%		21.37
7	Total Calls for the year to Laketown		571 229
8	Total Runs for the Year		800
9	% of Laketown Runs to Total Runs for the Year		71.38%
10	Runs weighted by 75%		53.54
11	Lines 6 plus 10		74.91
12	Charge to Laketown (Line 1 multiplied by Line 11)	$931,884.15	
13	Charge to Fillmore (Line 1 minus Line 12)	$312,120.85	

GRAAFSCHAPP FIRE DEPARTMENT

DESCRIPTION	2023-24 ACTIVITY	2024-25 ACTIVITY	2025-26 AMENDED BUDGET	2026-27 RECOMMENDED BUDGET
ESTIMATED REVENUES				
GRANTS	20,000	17,950	2,000	5,000
RENTAL REGISTRATION & INSPECTION	12,000	21,150	12,500	14,000
SALE OF ASSETS	225		63,000	
CONTRIBUTIONS - PUBLIC SOURCES	837,622	846,645	1,154,313	1,225,005
CONTRIBUTIONS - PRIVATE SOURCES	1,000	3,000	2,000	
REIMBURSMENTS	519	12,669		
REFUNDS - REBATES	2,428	65	1,000	
TOTAL ESTIMATED REVENUES	873,794	901,479	1,234,813	1,244,005
APPROPRIATIONS				
SALARIES	424,091	437,789	470,000	587,860
EXPENSES	271	341	2,000	
UNITS SHARE OASD TAXES	25,836	27,126	29,140	36,447
UNITS SHARE MEDICARE TAXES	6,114	6,327	6,815	8,524
UNITS SHARE 457 PLAN	36,151	39,302	40,000	52,907
SUPPLIES	31,960	22,698	35,000	30,000
MEDICAL SUPPLIES	2,936	2,756	2,800	3,000
MAINTENANCE	14,315	11,329	42,000	40,000
BUILDING & GROUNDS MAINTENANCE	29,222	35,502	40,000	35,233
CONTRACTED SERVICES	14,445	18,885	15,000	17,000
TRAINING, MEMBERSHIP & DUES	10,719	11,163	18,000	16,000
LEGAL & ACCOUNTING	9,455	4,500	7,500	8,500
ELECTRICITY	6,996	5,278	7,300	7,340
NATURAL GAS	3,543	3,861	5,000	5,673
TELEPHONE	4,146	3,130	5,000	7,750
TRANSPORTATION	2,572	4,052	2,700	3,000
WORKERS COMPENSATION INSURANCE	13,553	15,741	14,500	16,000
HEALTH INSURANCE	48,269	67,259	68,500	78,859
LIABILITY INSURANCE	13,854	14,577	16,100	18,000
CAPITAL OUTLAY	46,728	182,382	110,000	75,000
VEHICLE LEASE PAYMENT	40,911	62,623	70,830	110,912
VEHICLE LEASE INTEREST	7,304	8,205		
FIRE DEPARTMENT ADMINISTRATION	75,518	40,316	24,233	20,000
INTEREST EXPENSE		300		
TRANSFER OUT			134,750	50,000
HEALTH INSURANCE	12,000	12,872		16,000
TOTAL APPROPRIATIONS	914,245	1,071,061	1,167,168	1,244,005