

**CASCADE CHARTER TOWNSHIP**  
**PUBLIC SAFETY ADVISORY COMMITTEE MEETING**  
October 20, 2021, 2021 at 9:00 am  
Cascade Township Hall – Large Conference Room  
5920 Tahoe Dr. SE  
Grand Rapids, MI 49546

- ARTICLE 1.** Call the Meeting to Order
- ARTICLE 2.** Approval of the Agenda
- ARTICLE 3.** Approval of the Minutes of the 9/15/21 & 9/21/21 Meetings
- ARTICLE 4.** Fire Station #1 Construction – Progress Update
- ARTICLE 5.** PSAC Meeting Schedule During Construction
- ARTICLE 6.** Fire Chaplin Volunteer Position – Review
- ARTICLE 7.** Public Comment (Please limit comment to 3 minutes)
- ARTICLE 8.** Adjournment

**CASCADE CHARTER TOWNSHIP**  
**PUBLIC SAFETY ADVISORY COMMITTEE MEETING**  
September 15, 2021 at 9:00 am  
Cascade Township Hall – Large Conference Room  
5920 Tahoe Dr. SE  
Grand Rapids, MI 49546

**Members Present:** Treasurer Ken Peirce, Trustee John Shipley, Trustee Timmy Noordhoek

**Others Present:** Township Manager (TM) Ben Swayze, Fire Chief Adam Magers

**Members of the Public:** None

**ARTICLE 1. Call to Order:** Meeting was called to order at 9:00am

**ARTICLE 2. Approval of the Agenda**

*Motion by Trustee Shipley, supported by Trustee Noordhoek to approve the agenda. Motion carried.*

**ARTICLE 3. Approval of the Minutes of the August 18, 2021 Meeting**

*Motion by Trustee Shipley, Supported by Trustee Noordhoek to approve the minutes. Motion carried.*

**ARTICLE 4. Fire Station #1 Construction Manager – Review of Bids:** Chief Magers explained the process by which the Fire Station Construction team – including members of the department and members of the Williams team, reviewed each one of the proposals. Chief Magers reviewed each proposal one by one covering pros and cons and costs. Discussion ensued

The committee focused on several parts of the proposals, including relevant experience, proposal structure and completeness and competitive costs. Discussion regarding how many firms should be interviewed. Based on the evaluation criteria outline in the RFP, the committee would like to interview Triangle and Erdhardt.

*Motion by Trustee Shipley, supported by Trustee Noordhoek to direct staff to set-up interviews with Triangle and Erdhardt. Motion carried.*

**ARTICLE 5. Fire Station #1 Engineering Services – Infiltration Test (Stormwater) and Ground Penetrating Radar (Utilities) :** Chief Magers and TM Swayze reviewed the request from Prein & Newhof regarding additional testing that is needed. They would like to do ground penetrating radar testing of the entry drive to determine if the slope of the drive can be flattened. Approximate cost is \$700. They also need to do infiltration testing to determine stormwater requirements. With the Township set to adopt the new Stormwater ordinance, there will likely be more

stormwater requirements for the project then originally expected. Infiltration testing is required to begin that design process, and is estimated at \$2,000.

TM Swayze explained that the requested testing is within the spending authority of the Township Manager, but wanted to explain the additional testing needed since it wasn't not in the original scope of the project. The committee could either authorize the Township Manager to carry out the request, or could send it to the Township Board if they didn't feel comfortable with that. Discussion ensued.

*Motion by Trustee Shipley, supported by Trustee Noordhoek to recommend the Township Manager approve the testing request from Prein & Newhof. Motion carried.*

**ARTICLE 6. Public Comment:** None.

**ARTICLE 7. Adjournment:** Motion by Trustee Shipley, supported by Trustee Noordhoek to adjourn the meeting. Meeting adjourned at 9:49am.

**Approved by the Public Safety Advisory Committee – TBD**

**CASCADE CHARTER TOWNSHIP**  
**PUBLIC SAFETY ADVISORY COMMITTEE MEETING**  
September 21, 2021, 2021 at 9:00 am  
Cascade Library – Wisner Center  
2870 Jacksmith Dr. SE  
Grand Rapids, MI 49546

**Members Present:** Treasurer Ken Peirce, Trustee John Shipley, Trustee Timmy Noordhoek

**Others Present:** Township Manager (TM) Ben Swayze, Fire Chief Adam Magers, Mark Bushhouse (Williams Architect, via Zoom)

**Members of the Public:** None

**ARTICLE 1. Call to Order:** Meeting was called to order at 9:00am

**ARTICLE 2. Approval of the Agenda**

*Motion by Trustee Shipley, supported by Trustee Noordhoek to approve the agenda. Motion carried.*

**ARTICLE 3. CM Interview – Triangle**

The committee interviewed Triangle

**ARTICLE 4. CM Interview – Erdhardt**

The committee interviewed Erdhardt

**ARTICLE 5. Discussion:** The committee reviewed the pros and cons of each firm. In regards to Triangle, the committee felt they were better prepared and “polished” for the interview. The on-site construction manager is a POC firefighter in Greenville, which would be a huge positive for the project. The Triangle team focused extensively on communication, which the committee thought was going to be very important. They also had a extensive history of being on budget. Chief Magers indicated the references for Triangle came out very well. It was noted that between the two, Triangle was the lower bidder by a significant margin. The committee agreed that while Erdhardt interviewed well, they did not do enough to make up for the cost difference

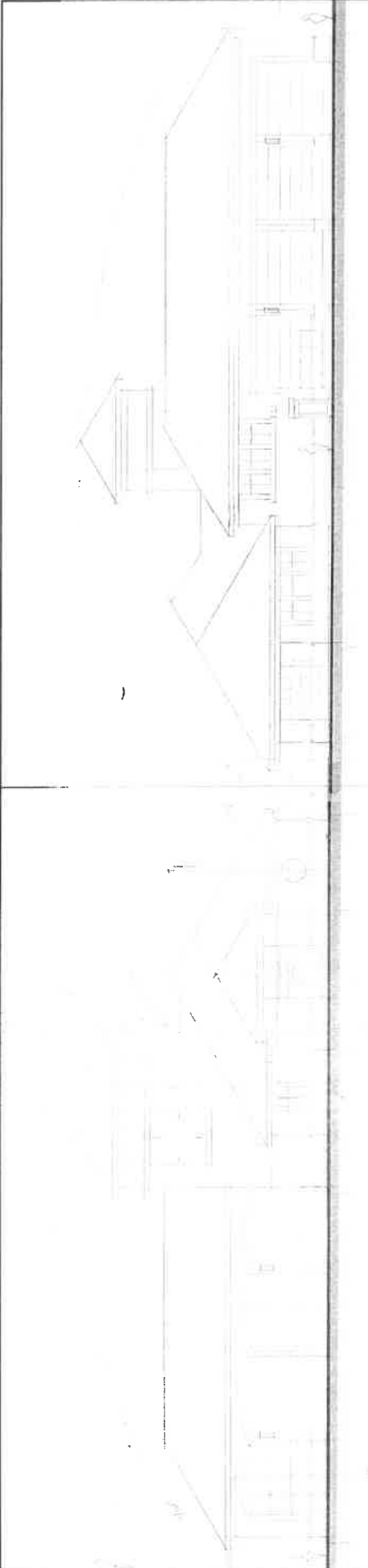
*Motion by Trustee Shipley, supported by Trustee Noordhoek to recommend the Township Board select Triangle as the Construction Manager for the Fire Station #1 project. Motion carried.*

**ARTICLE 6. Public Comment:** None.

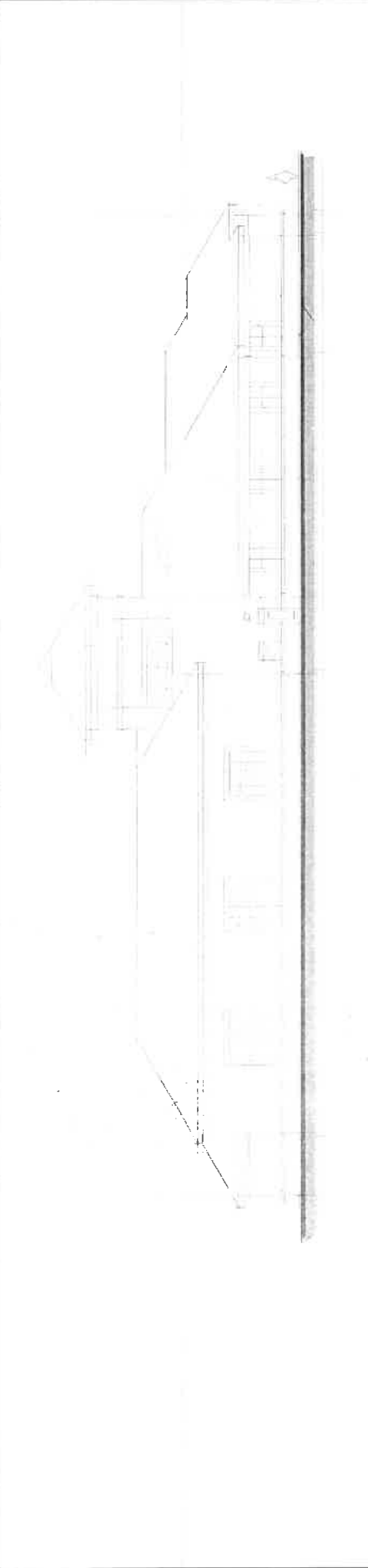
**ARTICLE 7. Adjournment:** Motion by Trustee Shipley, supported by Trustee Noordhoek to adjourn the meeting. Meeting adjourned at 11:35am.

**Approved by the Public Safety Advisory Committee – TBD**

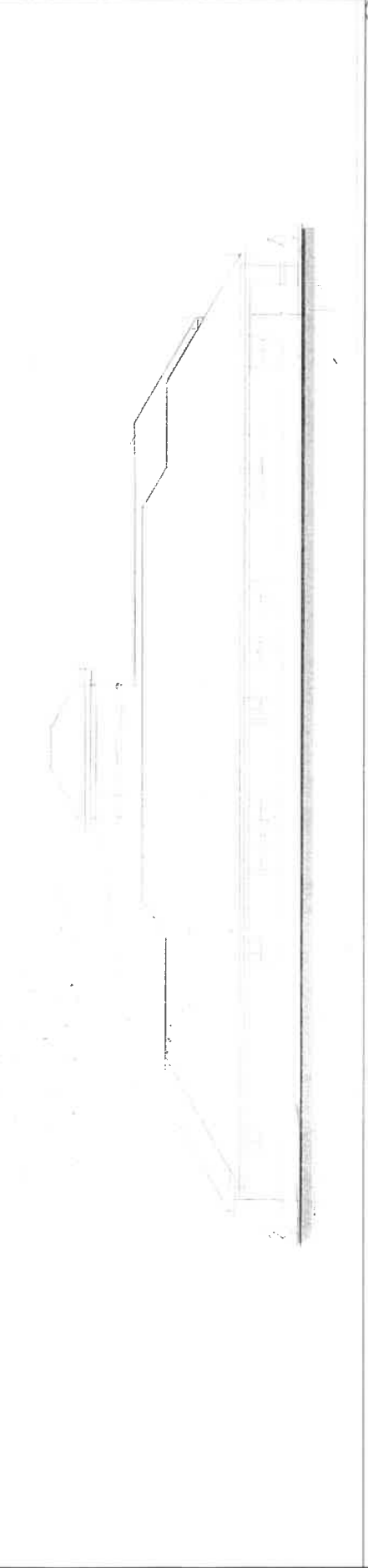
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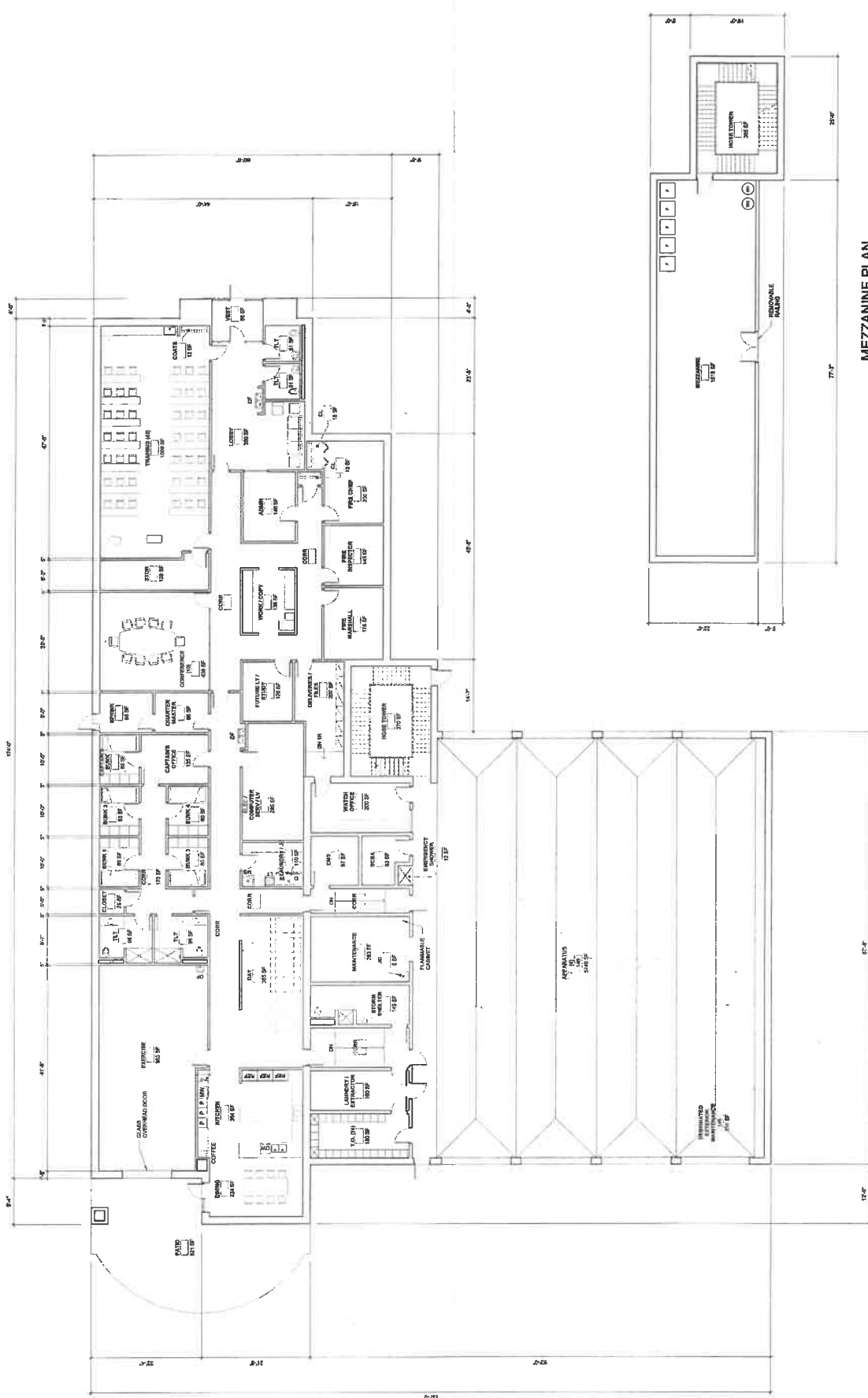
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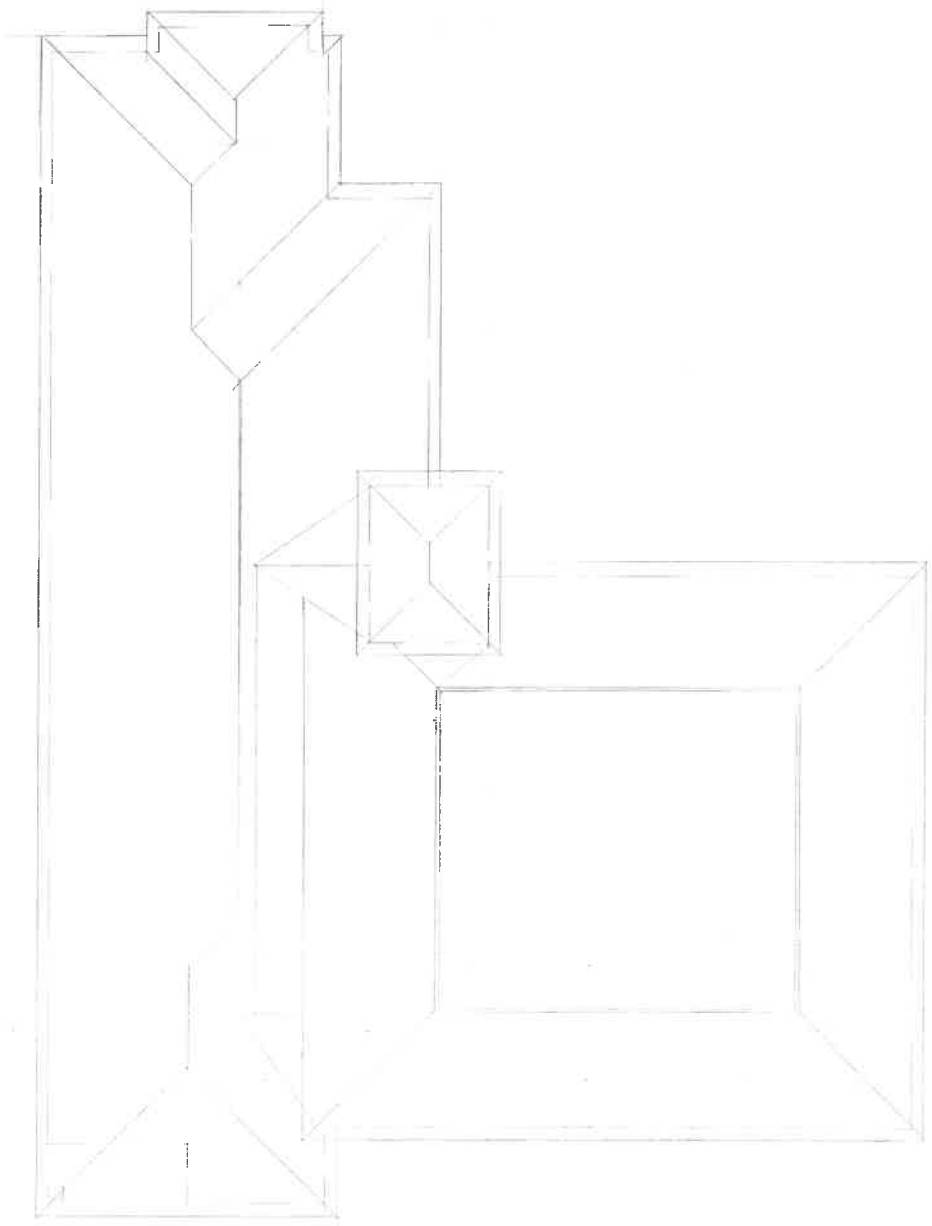
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NORTH ELEVATION  
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**MEZZANINE PLAN**





CASCADE TOWNSHIP  FIRE DEPARTMENT

*Dedicated to Serving You*

Public Safety Advisory Committee

Station 1 Update

10-15-2021

Ben,

Here is the station update for this week. Didn't sound like a lot of interest in increasing meetings. Maybe discuss with Williams/Triangle/P&N what their expectation is?

**Williams:**

Interior layout finalized. See attached draft elevation and roof sketches from Scott Lange. Still working on contract.

**TRIANGLE:**

Nothing new relayed to me. Will hear from them on Wednesday.

**Prein & Newhoff:**

Soil borings are done. They are about as far as they can go until William's contract signed. As soon as William's contract is signed, they will start working on LGROW system.

**Air Cargo Temp Facility:**

Still set for adoption on the 27<sup>th</sup>.

Thanks!

Adam

CASCADE TOWNSHIP  FIRE DEPARTMENT

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Township Manager Swayze  
5920 Tahoe Dr SE  
Grand Rapids, MI 49546  
9-28-2021

FIRE DEPARTMENT CHAPLAIN

Township Manager Swayze,

Fire departments have historically had a "chaplain" associated with their organization. Most organized departments still do. Cascade Fire has been working on organizing a chaplain partnership over the last 3 years.

A Fire Chaplain is a volunteer position filled by an ordained, certified minister with special training on counseling, grief management, critical incident stress defusing, etc. Tim Dieffenbach from Thornapple Community Church has been involved with Cascade Fire Department over the years and has graciously agreed to volunteer as our Chaplain.

As stated above, the Chaplain position is voluntary and will not incur any costs to the Fire Department or Township. Duties expected of the position include, but are not necessarily limited to, critical incident stress debriefing/defusing, employee counselling to include behavior modification, substance abuse, relationship counseling, death or injury notification, emotional support, as well as event support, invocations when appropriate, etc.

The only things we would need to procure to support this position would possibly be a township email address and a badge for proper identification on an emergency scene if necessary.

As always, if you or any of the board members have any questions or concerns, please let me know.

Thank you,



Adam Magers  
Fire Chief, Cascade