



July 29, 2020

Council Meeting of August 3, 2020

SUBJECT: Appointment – Fire Code Board of Appeals

The Honorable Mayor  
and  
Members of the City Council

Ladies and Gentlemen:

In April of 2012, City Council approved the establishment of a Fire Code Board of Appeals. The purpose of the Board is to hear appeals of orders, decisions or determinations made by Fire Code Officials related to the application and interpretation of the Code. The term for one of the members has expired.

Members of the Board of Appeals must have relevant experience in matters related to hazards of fire, explosions, hazardous conditions or fire protection systems and may not be employees of the City. The Fire Department has contacted Mr. Phil Boucon, an employee with GE Aviation, and he has expressed interest in serving on the Fire Code Board of Appeals. Mayor Nelund has reviewed Mr. Boucon’s bio and concurs with the Chief’s recommendation.

Adoption of the attached resolution will approve the appointment of Phil Boucon to a partial term expiring April 30, 2023, on the Norton Shores Fire Code Board of Appeals.

Respectfully submitted,

Mark C. Meyers  
City Administrator

MCM/bg  
Attachments

Administration/City Clerk (231) 798-4391	Assessing Division (231) 799-6806	Building Division (231) 799-6801	Finance/Treasurer (231) 799-6805	Fire Prevention (231) 799-6809	Fire Department (231) 798-2255
Parks/Recreation (231) 799-6802	Planning/Zoning (231) 799-6800	Police Department (231) 733-2691	Public Works (231) 799-6803	Streets Division (231) 798-2156	Water/Sewer (231) 799-6804

R E S O L U T I O N

NOW, THEREFORE, BE IT RESOLVED that Phil Boucon is hereby appointed to the Norton Shores Fire Code Board of Appeals to fulfill a partial term expiring on April 30, 2023:

At a rescheduled meeting of the City Council of the City of Norton Shores, held remotely, on the 3rd day of August, 2020 the foregoing resolution was moved for adoption by Council Member \_\_\_\_\_. The motion was supported by Council Member \_\_\_\_\_

Ayes:

Nays:

Resolution declared \_\_\_\_\_ .

---

Shelly Stibitz, City Clerk



## Internal Memo

July 29, 2020

To: Mark Meyers, City Administrator  
From: Robert Gagnon, Fire Chief  
Subject: Fire Code Board of Appeals Appointment

In a discussion with Fire Marshal Ted Karnitz and City Clerk Shelly Stibitz, it was brought to my attention that a vacancy has occurred on the Fire Code Board of Appeals as the term for Joe Dryer has expired. Due to this vacancy I would like to recommend appointing Phil Boucon to a partial term of three years on the Fire Code Board of Appeals with the term expiring April 30, 2023. Phil is currently employed as an EHS leader with GE Aviation. A copy of Mr. Boucon's bio is attached for your reference.

The fire department has reached out to Mr. Boucon and he expressed his interest in serving on the board. If approved, below would be the current list of members serving on the Fire Code Board of Appeals along with their term expiration.

<u>Name</u>	<u>Employer</u>	<u>Term Expiration</u>
Rex Vanderlinde	Executive Air Transport (Retired)	2021
Rob Johnson	Cofessco Fire Protection	2021
Jehan Bourne	JDB Carpentry	2022
Kevin Osterhart	Concept Design Studio	2022
<b>Phil Boucon</b>	<b>GE Aviation</b>	2023

The fire department is recommending that council consider adopting a resolution appointing Phil Boucon to a partial term expiring April 30, 2023 on the Fire Code Board of Appeals.

Please contact me if you have any questions.

# Phil Boucon

## Muskegon EHS Leader/Turbine Airfoils EHS Focal/Site Security & Compliance Leader



21 years at GE

### ***Professional Experience:***

Started at GE Aviation – Muskegon as a 3<sup>rd</sup> shift team coach progressing through several assignments as a team coach in other areas of the business. Joined the Muskegon EHS team in 2007 as an EHS Specialist and moved into the EHS leader role in 2013. Member of the Michigan OSHA Advisory Group – a team of MVPP company participants working to promote best practice sharing in Michigan industry. Extensive background in metal forming and machining in the automotive industry.

### ***Education:***

**Doctor of Business Administration** – Baker College, Dissertation: “Identifying Environmental Sustainability Strategies in West Michigan Manufacturing”

**Master of Applied Science** – University of Denver, Major: Environmental Policy and Management

**Master of Science** – Western Michigan University, Major: Engineering Management

**Bachelor of Business Administration** – Grand Valley State University, Major: Finance

**Military:** Lieutenant Colonel, Ret. 32 years service in the Michigan Army National Guard

**Personal:** Live in Muskegon with wife of 30 years, Sue and two children, Tiffany and Ethan

