

CLOQUET AREA FIRE DISTRICT BOARD (CAFD) MEETING MINUTES

January 28, 2009
Cloquet Fire Hall, 3:00 p.m.

1. Call to Order and Roll Call

Bob DeCaigny, Chair, called the meeting to order at 3:00 p.m.

Members Present: DeMenge, Harms, Nemmers, DeCaigny

Members Absent: Ahlgren

Staff: Langenbrunner, D. DeLovely, Kolodge, Marshall (IAFF or International Association of Fire Fighters), J Peterson, Schroeder, Vermeersch.

Other: Fritsinger, Sharon Shafter (Carlton County 9-1-1), Eames (recorder)

2. Approval of January 28, 2009, Meeting Agenda

MOTION (Nemmers/Harms and DeMenge): To accept the agenda as submitted. Motion carried.

3. Approval of January 14, 2009, Meeting Minutes

MOTION (DeMenge/Nemmers): To accept the minutes with the changes listed below. Motion carried.

Page 3: Revise (4)(c) to read: "District staff plan to meet with the Sheriff and Chief Dispatcher to set up a new alert system."

Page 4 Revise 5B4 to read: "Challenge - the budget planning processes for Cloquet and Perch Lake Township are different. DeMenge plans to continue the Perch Lake March Annual Meeting in the fall . . . "

4. Presentation /Visitors - Sharon Schafter, Carlton County 9-1-1 (Dispatch)

Schafter reported that Dispatch operates mostly with two dispatchers, except the hours of 2:00 a.m. or 3:00 a.m. to 6:00 a.m. This is an improvement over 2008.

Changes in paging as of Monday, January 26, 2009: Both Cloquet and Perch Lake are now toned out (paged by alarm) simultaneously for fire calls in the district's geographic area. This does not include emergency medical calls.

Schafter described additional changes to the CAD (computer-aided dispatch) system as a work in progress. For example, there is no way to split law enforcement from fire. This split is necessary to protect the data privacy with law enforcement calls. Schafter expects the next upgrade to resolve the issue.

When asked what is needed to add new members, Schafter, saw this as a manageable task for CAD. In the past, having to rely on human memory for specifics was a challenge.

4. Old Business

A. Update on Fire Mutual Aid Agreement Notices and Meetings

The Board has signed off on mutual aid agreements with Carlton and Thompson Township. Langenbrunner reported that Scanlon has approved a mutual aid agreement and it is ready for the Board to sign. Fritsinger explained that they made minor clarifying amendments to the Scanlon agreement.

Langenbrunner said he is trying to connect with the Mahtowa chief. In addition, the CAFD Board should update two agreements with the Department of Natural Resources DNR Forestry and Fond Du Lac Forestry.

B. Process of Creating Goals and Objectives Relating to Mission of Fire District

DeCaigny expressed hope that by the next meeting, the Board could have a draft set of goals for the next twelve months. So, he suggested a meeting with Fritsinger and Langenbrunner; others can join if they wish. The purpose is to brainstorm ideas for goals by reviewing the action item list and mission statement and determining what remains to be done in 2009.

C. Update on Communications Plan Development Including Website.

Langenbrunner reported as follows:

1. Emails have been set up for all but one of Perch Lake staff; Jesse Buhs will contact that person.
2. Emails will be set up for Board members as of this meeting.

Langenbrunner reviewed prior web-related expenses and asked Board members to authorize an additional \$96.00 for the capability of adding minutes and agendas to the public information side of the website.

MOTION (Nemmers/Harms): To authorize \$96.00 for capability to post minutes and agendas to CAFD website. Motion carried.

Staff will provide information on capacity for the next meeting.

Outstanding item: Steve Olson to complete history of Perch Lake Fire.

D. Update on Insurance Needs

Fritsinger will continue working with Steve Micke (Reliable Insurance) on all areas of insurance to resolve issues, including the impact of joint powers agreements. Updates

include the following:

1. Blue Cross Blue Shield has not identified any specific problem with the continuation of health insurance for the CAFD.
2. DeMenge will confer with Fritsinger re Minnesota Association of Townships Insurance Trust (MATIT) response to inquiry on impact of merger on Perch Lake policy coverages.

E. Fire/EMS (Emergency Medical Services) Legislation Discussion

Fritsinger discussed three possible drafts - two from the email packet and one distributed at this meeting:

1. A memo, January 14, 2009, to Senator Tony Lourey from O.J. Doyle, Jr., consultant with a rough draft legislation specific to the area.
2. A sheet entitled, "Fire and EMS District Taxing Authority, Section 1 Fire/EMS Districts" by Langenbrunner/Fritsinger as a model for statewide legislation.
3. A sheet entitled, "Fire and EMS District Taxing Authority, Section 1 Cloquet Area Fire/EMS District" by Langenbrunner/Fritsinger, including everything from number 2 above applied specifically to the Cloquet area.

Fritsinger explained that he and Langenbrunner attempted to draft their own language because the consultant's draft did not adequately address the issues.

Fritsinger summarized issues and concerns as follows:

1. The current statute says that each jurisdiction receiving service must have a seat on the Board; further, they cannot be taxed without a seat on the Board.
2. The state also mandates the CAFD to provide service to communities who do not contribute or have representation on the Board now. So why should those same communities also have seats on the Board?
3. The CAFD does not want to end up with a large, unwieldy Board. The goal, then, of new legislation is to allow CAFD to limit the size of its Board to communities who are contributing members of the District.

Fritsinger warned about one potential criticism: "This is a tax increase or taxation without representation."

Questions raised:

1. What will happen if the bill does not pass?
Fritsinger: We will lose the ability to tax everyone we provide service to.
2. How will this impact our fiscal independence?
Fritsinger: The Board would have to study its relationship with nonpaying communities and consider changing its boundaries (under EMS legislation) or making specific arrangements with each nonpaying community.

Fritsinger recommended that the Board start with statewide language. If this is not accepted, then they can develop a backup plan. He welcomed input from DeCaigny and others.

Langenbrunner confirmed that the draft favoring the statewide option has been sent to

Virginia, Hibbing, International Falls, and the International Association of Fire Fighters.

F. Ambulance Bid Opening and Options

Langenbrunner discussed the results of a request for bids to replace an ambulance. 94 Services, Inc., was the sole bidder.

Bid #	Details		Comments
Bid # 1	\$142,290 -4,000 <u>-5,200</u> \$133,790 *****	E-450 Superliner Type III Trade in 94 Wheeled Coach Ford rebate to dealer Net price If listed amounts are correct then Bidder's reported total s/b \$130,090, not \$133,790.	This comes with a 6.0 liter diesel engine. Recommendation is not to purchase this vehicle with that engine due to problems inherent with that engine.
Bid # 2	\$140,320 <u>-4,000.00</u> \$136,320	Chevrolet Superliner Type III Trade in 94 Wheeled Coach Net price	The local Chevrolet dealer cannot service this vehicle. Recommendation is not to purchase this vehicle.

94 Services, Inc., has a remount program which could save the district thousands of dollars. The District will delay purchase of a new ambulance until such time we can do a remount on a Ford without the 6.0 liter diesel engine. Langenbrunner recommended that this item be tabled until later in 2009.

G. Battalion/ Division Chief Interviews - Process

The period for receiving applications closed January 27, 2009. Langenbrunner reported that he has four applications for Battalion Chief, one for the Division Chief (POC) and one for the Division Chief Safety and Training. He will schedule a meeting of the Interview Committee - Fritsinger, DeMenge, Nemmers, and Langenbrunner.

5. New Business

A. Personnel Policy Discussion

Board members discussed their initial reactions to the policy draft. DeCaigny expressed concern about potential conflicts with the bargaining units. Fritsinger explained that the language was written from the perspective that the District will have both union and nonunion employees. In case of conflict, the bargaining unit language will supersede personnel policies on items addressed in the contract.

DeCaigny suggested that Board members review the draft through page 15 by the next meeting and provide input to Langenbrunner. Further, Fritsinger and Langenbrunner

could receive input from both the Board and management team, while keeping the Board apprised of input from the management team.

B. 2010 Budget/Township Budget Schedule

Fritsinger referenced the prior handout distributed at the last meeting. He noted that while the Perch Lake and Cloquet budgets are in calendar years, the cycle for considering township and city budgets is different. Perch Lake will discuss theirs in March. Cloquet is in the process now, but may not know anything for a while. Question: Should the CAFD begin reviewing budget items now or wait? DeCaigny preferred reviewing budget specifics now, rather than later.

C. Approval of Payment of Bills

MOTION (Nemmers/Harms): To approve the payment of the claims list dated January 27, 2009, for \$4,516.52. Motion carried.

Staff will present a list of claims monthly. Items not budgeted or out of the norm will be mentioned. List approved by motion should be attached to minutes.

D. Rate Increase for Ambulance

MOTION (Nemmers/DeMenge): To approve an ambulance rate increase of 2.8 percent effective February 2, 2009, as recommended. (Langenbrenner letter to Board members, January 21, 2009). Motion carried.

6. Other/Next Agenda

A. Future Agenda Items

Tom Marshall (IAFF representative) announced that the union has begun negotiations and a unit determination process for battalion and division chiefs. (This does not include the Division Chief POC). The Bureau of Mediation Services will make the determination. Option available to the Board: File a joint petition for representation.

B. Schedule next meeting:

February 11	(Wednesday)	3:00 p.m.	Cloquet Fire Hall
February 26	(Thursday)	6:00 p.m.	Perch Lake Station
March 11	(Wednesday)	3:00 p.m.	Cloquet Fire Hall
March 26	(Thursday)	6:00 p.m.	Perch Lake Station

C. List of action items

7. Adjourn

MOTION (DeMenger/Harms): To adjourn the meeting at 4:45 p.m.