

**CLOQUET AREA FIRE DISTRICT (CAFD) BOARD  
MEETING MINUTES**

**November 4, 2009**

**CAFD Station #1, Cloquet Fire Hall Meeting Room, 3p.m.**

1. Call to Order and Roll Call

Chair DeCaigny called the meeting to order at 3:05 p.m.

Members present: Bob DeCaigny, Stan DeMenge, Gary Harms, Neil Nemmers,

Members absent: Bruce Ahlgren, Herb Johnson

Staff: Jim Langenbrunner, Steve Olson, Kevin Schroeder, Pat Marciniak,  
Sean Saddler, John Peterson, Bobbykay DeLovely, Jesse Buhs, Jeremey  
Hutchison, Chad Vermeersch, Ken Klatt

Others: Brian Fritsinger (Cloquet City Administrator)

2. Approval of November 4, Meeting Agenda

**MOTION:** A motion was made by DeMenge and seconded by Nemmers to approve the agenda of the November 4, 2009 meeting. The motion was unanimously carried.

3. Approval of October 8, 2009, Meeting Minutes

**MOTION:** A motion was made by Nemmers and seconded by Harms to approve the minutes of the October 8, 2009 meeting. The motion was unanimously carried.

4. Presentation/Visitors

Marsha Hills - No Presentation.

5. Old Business

A. Adoption of CAFD By-laws

Staff person Fritsinger reported that Chair DeCaigny, Harms, Chief Langenbrunner and he met again to prepare the most recent draft of the by-laws for the CAFD. Chair DeCaigny suggested that the Board review the by-laws page by page. The Board had few questions, suggestions, or proposed changes to the majority. In Article 3 the Board requested that definitions for fire and ambulance service be added. In Article 4 the staff was asked to add the term Community in place of Municipality in the last sentence. A lengthy discussion on Article 5 took place. It was agreed that the at-large seat shall be discontinued when the Board reaches maximum membership. The population threshold per board seat was raised to 6,000. The primary concern with the remainder of the language was taxation without representation. The Board agreed to add a sentence that reads as follows: “Additionally there shall be one seat on the Board filled by the governing bodies of the other municipalities that become Member Communities and which are not providing fire and ambulance service at the time they become member Communities. In Article 18 the Board discussed the cost to get out of the District. While this language works if the District has multiple members and has been operating for a while, it does not work if either Cloquet or Perch Lake were to withdraw today. With no other changes the staff was directed to finalize the by-laws and send another draft out to the Board and plan on final approval at the December 10th Board meeting.

B. Recording Secretary Update

Discussion on the issue of the recording secretary was presented by Chief Langenbrunner. The position was posted on the CAFD website and there was only one applicant. A newspaper ad will be placed in the Pine Journal for two weeks to seek any interest. An update will be presented at the next meeting.

6. New Business

A. Approval of Payment of Bills

The Board requested that Chief Langenbrunner follow up with the Finance Director to clarify the payments to Fire Relief and Advantage Billing and prepared a report for the next meeting.

**MOTION: A motion was made by Nemmers and seconded by Harms to approve the payment of invoices. The motion was unanimously carried.**

B. Ambulance Billing

Chief Langenbrunner reviewed his letter to the Board seeking changes to the ambulance billing at the recommendation of Advantage Billing. These changes were reviewed with the City's Finance Director and seemed appropriate.

**MOTION: A motion was made by Nemmers and seconded by DeMenge to approve the decrease in the Treat/No Transport Fee to \$150.00 and the increase in the Out of District Fee to \$250.00. The motion was unanimously carried.**

C. Intercept Agreement Amendments

Chief Langenbrunner reviewed the suggestion to revise the intercept agreement used by the District. These amendments are primarily due to the agreements no longer being city agreements. Further, the City Finance Director and Advantage Billing are suggesting a rate change as part of the agreements. If we transport the patient we reimburse the BLS Service \$200.00 for the intercept. If our paramedic goes with the BLS service in their rig they reimburse the District \$300.00.

**MOTION : A motion was made by DeMenge and seconded by Nemmers to approve the revised Ambulance Intercept Agreement as proposed. The motion was unanimously carried.**

D. Paid On Call (POC) Residency Requirements

Chief Langenbrunner reviewed that the District has received a number of applications of interest from potential recruits for positions with the District. However, even though they live within the District boundaries, several of these applicants do not live within the 6 mile radius of the station to which they may be stationed. Discussion took place between the Board and staff on the appropriateness of this issue. The Board directed Chief Langenbrunner to sort out the details and conflict between the staff under the language of the existing policy. The applicants can pursue a waiver from the Board as noted in the current policy

E. International Association of Fire Fighters (IAFF) Presentation

Pat Marciniak, IAFF Local 880 President, addressed the Board regarding a couple of issues. First he thanked the Board for their hard work in moving forward with the District concept. He addressed the historic positive working relationship between the City and the IAFF and hopes this will continue with the District. IAFF has kept a positive attitude throughout this change including support for the initial legislation and the recent request to Bureau of Mediation Services (BMS) to recognize the District as the Public Employer. The Union would like the Board to consider working towards a settlement of a new contract by January 1, 2010 and looks forward to meeting with the District in this regard.

F. Andover Pumper/Tanker

Chief Langenbrunner reported to the Board that the City of Andover recently informed the staff that the asking price for their used pumper/tanker is going to be \$35,000 not the \$10,000 that they had initially suggested. The Board noted its displeasure with this news and directed Chief Langenbrunner to monitor the situation to see if the potential still exists at acquiring the vehicle at the lesser amount and if not, to begin looking into other alternatives.

G. Paid On Call (POC) Compensation

Chief Langenbrunner briefly outlined a concept for the Board that would require a change to the recently adopted POC compensation plan. There is some apprehension regarding the skills of the new member organizations that are joining the District. It needs to be determined the actual years of service that will be accepted from these new departments. He would like to develop a lane and step plan. He would like to present this plan to the Compensation sub-committee. The Board agreed to a discussion between the Compensation sub-committee (DeMenge and Nemmers), Steve Olson, Station 2 Captains, and Chief Langenbrunner.

7. Other/Next Agenda Items

A. December 10th Agenda Items

The noted agenda items for the December meeting were the by-laws and final budget/levy.

B. Confirm December Meeting Date (December 10, 2009)

<b>Date</b>	<b>Time</b>	<b>Place</b>
December 10 (Thursday)	6 p.m.	Station 2 Perch Lake Town Hall
January 13 (Wednesday)	3 p.m.	Station 1 Training Center
February 11 (Thursday)	6 p.m.	Station 2 Perch Lake Town Hall
March 10 (Wednesday)	3 p.m.	Station 1 Training Center
April 8 (Thursday)	6 p.m.	Station 2 Perch Lake Town Hall
May 12 (Wednesday)	3 p.m.	Station 1 Training Center

C. Action Items List Review

See the action item file dated 11-04-09.

D. Other

Steve Olson raised concern about the advertisement currently being run at Premier Theaters recruiting new members. The County Chief's Association has opted to no longer take part in the shared advertisement. The cost of the advertisement is \$1,500. The Board and IAFF agreed to work toward either a combined advertisement or multiple advertisements to help both recruitment and marketing. Pat Marciniak and Steve Olson were asked to investigate and report back to the Board for a final decision.

8. Adjourn

**MOTION: With there being no further business a motion was made by DeMenge and seconded by Nemmers to adjourn the meeting. The motion was unanimously carried at 5:10 p.m.**