



Fire Executive Board Meeting Minutes
June 17, 2024
7:11 pm
Fire Department, Public Safety Building

Members: Assistant Chief Josh Vaccari, Captains Troy Thompson, Shane Werner, Jerry Rud, Brian Mellgren, Joe Gerold, At-Large Member Jamin Wood

Staff: Michele McPherson (Princeton City Administrator), Administrator, Todd Frederick (Assistant City Administrator)

Call to Order

Agenda Additions/Deletions

Motion to approve the June 17, 2024, meeting agenda as presented or amended.

Motion by Shane 2nd by Brian, motion passed.

Approval of Meeting Minutes:

Motion to approve the May 20, 2024. meeting minutes. **Motion by Brian and 2nd by Shane with changes of Josh handing out city policy amended to getting signatures for handouts.**

Financial Report:

- Year to Date Financials: June 13, 2024 – **Fire, Disaster Relocation, Emergency Management, Public Safety Building, CIP, Truck, Equipment Funds attached**
 - We cannot request reimbursement from MBFTE for training provided in-house
 - Discuss 2025 Budgeting Process – **Michele would like to discuss CIP budget in July for 2025. She has attached a form for CIP request.**
- Grant Updates, as applicable
 - FireACT – submitted March 8, 2024, awaiting news. **No new news.**
 - Twice New – request submitted, awaiting news. **\$5,000 check received. To be uniform boots.**
 - CenterPoint Energy Community Safety Grant \$2,500 – received notice of award, working to order gloves. **We received \$2,500.00 to be used for fire fighting gloves.**
 - Other

Business:

- DNR Volunteer Fire Assistance Grant – identify what and the match (50:50) – **info attached. Brian will check on if electric chainsaws are eligible. The department would like to get more backpacks, hoses, and hose packs (150ft 1 ½ with 100ft 1” line) or break down nozzles with 100’ line are ideas.**

- Department Morale Committee. **Shane has nothing to report. Breakfast at the station on June 22nd, 2024. July 18th is the St Croix Valley Fire Chiefs meeting for the boat cruise.**
- Equipment: Inspections, New Purchases, Preventive Maintenance/Repairs
 - June 14, 2024. Ladder Inspection results are complete. **Heat sensor labels need to be replaced on all ladders (expired). Extrication tools are ordered. CO sensor is warranted for repair (McQueen). Tender 2 under hood light and air horn switch needs to be looked at by Manufacture. Ladder 1 foot pedal for air horn on passenger side is not working. Engine 5 speedometer is not working. Engine 2 is back at the station. Tender 2 has silicone coming out of the tank after the shout repair (Jerry to email Midwest).**
- Hiring Committee
 - New Chief Hire **Steve Zumberge from Norwood Young America, excepted start date in July.**
- Policies/Procedures
 - Facility Pre-plan Update. **No update.**
 - SOP/SOG Update. **Executive Board will schedule some meetings to go over SOG's. July 29th 7pm.**
- Radios/Pagers. **Shane ordered some new batteries for portables (4) and pagers.**
- Township Relations. **Michele will be sending out bills to townships. She is trying to get a response from Bogus Brook on their status. Fire Advisory board Meeting is July 10th.**
- Training Committee. **July 16th we will train with Baldwin. Most other trainings will be medical. Engine 2 will have a check off list for members to get retrained.**
- Truck Committee: Inspections, New Purchases, Preventive Maintenance/Repairs
 - Engine 5 – working with Northland Securities on bond issuance, plan is to pass a reimbursement resolution, pay cash for the chassis and then issue either a 15- or 20-year equipment certificate. Issuance would be dependent on when the truck needs to be paid for. Will do a Council approval to enter into a contract for the truck when we have specifics – should be acted upon prior to end of the year. **Waiting on final spec and price from Custom Fire. City council passed funds for Engine 5. Plan is to get a bond to pay for the new engine.**

Captains Round Table

Brian-EMR questioned continuing in house EMR training. Michele stated it will continue through the Emergency Management. It may be cheaper through a different provider with reimbursement. The training board is looking at documenting training for EMS hours for credit. Brian added that expectations during calls everyone should stay until the work is completed.

Joe, asked about Grass 3 being used in Princeton Township, Josh said it has been used. Should the members be taking U6 to the races instead of G10. The board decided G10 would be used as a second truck with Grass 1.

Jerry has a punch list with E2 fixes after it has been returned from the repair facility. Jerry, suggest we retain 3%-5% monies from final payment. There will be a check off sheet for members to sign off retraining on E2 before it goes into service.

Jamin asked about side by side tracks for grass 2. It will not have tracks installed until late fall or early winter.

Information Items:

- Legislative Update – Emergency Ambulance Aid
- Capital Improvement Request Forms
- Mille Lacs County Fair August 8th Thursday 9-12pm for the daycare day. Saturday car extrication demo is requested. EMR coverage for other events (Demo derby, tractor pull, red neck races)
- Michele and Todd asked that members use appropriate language and not use derogatory towards any council members or any other person. We need to keep this a hostile free work environment.
- Nite to Unite is August 2nd. Public Safety Day September 7th.

Next Meeting: July 15, 2024

Adjournment: Motion by Brian to adjourn, 2nd by Troy. Motion passed. 9:31pm.