

PRINCETON FIRE ADVISORY BOARD MINUTES
MAY 1, 2024
7:00 PM
PRINCETON PUBLIC SAFETY BUILDING

1. Call to Order/Roll Call

Vice Chair Shelley called the meeting to order at 7:01 pm.

Members Present: Dale Shelley (Greenbush), Mike Bishman (Princeton), Arvid Jenkins (Spencer Brook), Ken Murray (Wyanett)

Members Absent: Thom Walker (Council), Bogus Brook representative.

Staff Present: Michele McPherson (City Administrator), PFRD Captains Troy Thompson, Assistant PFRD Chief Josh Vaccari, Assistant City Administrator Bob Gerold

Others Present: Barb Prince (Deputy Clerk, Wyanett Township), Tori Shelley

2. Elect Chair and Vice Chair for 2024

Moved by Jenkins, seconded by Hiller to elect Shelley and Walker for Chair and Vice Chair respectively for 2024. Motion carried.

2. Agenda Additions/Deletions

Moved by Jenkins, seconded by Murray, to approve the May 1, 2024 agenda as presented. Motion carried.

3. Review/Consideration of the March 6, 2024 Minutes

Hiller noted that he was not present at the March meeting and therefore could not have seconded the motion to adjourn

Moved by Jenkins, seconded by Hiller, to approve the March 6, 2024 minutes as amended. Motion carried.

4. Financial Report

McPherson presented the year-to-date expenditures through April 30, 2024.

McPherson/Vaccari provided the following update on grants:

- Fire Act Grant applied for March 8, waiting on word
- ECE Grant, applied for and received \$3,000 for new Thermal Imaging Camera
- CenterPoint Energy, May 6, will be applying for new gloves
- DNR Volunteer Fire Assistance Grant, July 1, Fire Executive Board still discussing what to apply for, 50:50 grant up to \$5,000
- Twice New Clothing and Treasures for Dress Boots for all members

5. Old Business

2023 Billing, Final

McPherson presented the final billing numbers. She hoped to send the bills out by the end of May.

Contract Alternatives

McPherson provided information regarding contract alternatives and the impact to townships. She noted that there is yet another version used by Norwood-Young America. It was suggested that the City also obtain the City of Milaca's contract for another option to consider.

There was concern expressed that Bogus Brook was not in attendance. Some of the contract alternatives will negatively impact them.

The item by consensus was delayed to the July meeting.

Update, Fire Chief Selection Process

McPherson provided an update regarding the steps relating to the hiring of the Fire Chief. Two memos as well as a schedule were provided to the Board.

6. New Business

Call Data, Year to Date

Vaccari distributed the March, April and a year-to-date comparison of calls. EMS calls total 47.1% with 21.5% of those categorized as "medical assist/assist EMS crew".

There was discussion regarding the development of a "key word" list for dispatch to use when paging out calls to limit the number PFRD responds to. Vaccari noted that they had received the list from Isanti Fire and was working as a Department to refine the list. Once the list is refined, he will work with the dispatch centers to educate staff on the need to ask more detailed questions.

7. Information Item

McPherson provided the City Council memo regarding the fire billing recalculations through 2018 and staff's recommendation.

There was a request to see a list of unpaid fire call invoices.

Vaccari provided an update on apparatus and equipment:

- Tender 2 is in service with all personnel certified on driving and use.
- Engine 2 is scheduled to be returned at the end of May, it will be one (1) year since it has been out of service.
- Grass 3 has been placed at Princeton Township; as of the meeting it has not been used for call response but does have medical supplies on it.
- Captain Rud was able to acquire the Thermal Imaging Camera at the originally quoted price.

9. Next Meeting(s) & Agenda

The next meeting will be July 10, 2024.

10. Adjourn

Motion by Jenkins, seconded by Murray to adjourn the meeting. Motion carried and the meeting adjourned at 7:37 pm.

Respectfully submitted,

Michele McPherson

Michele McPherson
City Administrator