



**AGENDA ITEM #7**

**REPORT TO CITY COUNCIL**

**Report Prepared by: Nancy Malecha**

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**Date:** March 5, 2020

**Subject:** Fire Report

**Report:** Attached is the January 29, 2020 Fire Board Meeting minutes.

**Council Action Requested:** No Council action requested.

## **PEQUOT LAKES AREA FIRE BOARD**

### **MEETING MINUTES JANUARY 29, 2020**

The annual meeting of the PLAFB was called to order by Chairman Peterson. The minutes of the last meeting were not read due to a motion by Hart, second by Lillehei, motion passed.

The fourth quarter fire call report totaled 20 calls, compared to only 7 during this time last year. There were 7 cancelled in route, 6 structure fires, 5 agency assists, 1 natural gas leak, and 1 CO detector malfunction. By location, 8 were to Breezy Point, 6 to Pequot Lakes, 2 to Poplar Township, 1 to Moose Lake Township, 1 to Pelican Township, 1 mutual aid to Nisswa, and 1 mutual aid to Crosslake. There was one fire call that was billed for \$500.00.

Training report totaled 34 hours for the quarter. A special training class totaling 16 hours was sponsored by the Cuyuna Range Fire Association.

The financial report for the past year was discussed. The bunker (turnout gear) account, pager/radio account, and insurance account were under budget. There will be a bill for turnout gear for approximately \$9000.00 coming. The gear was ordered but has not been delivered yet. The Department is shopping for needed radios but has not ordered any yet. The Department recorded \$12,090.00 donations for 2019. Fire training reimbursements from the State of Minnesota totaled \$3105.00. Fire call billing revenue totaled \$3430.00 during the year. Wussow requested information on how the fire relief (pension fund) billing to the City of Breezy Point for approximately \$35,000.00 was determined. Thoughts were the billing is determined by a percentage of the total building value within each governmental region. The City will follow with an explanation of how that number is figured for each contracted area. Wussow motioned to approve the report, second by Lillehei, motion passed.

The personnel/operations report was Evan Hayes, a two year fire fighter, resigned and moved out of our area. The Department participated in Pequot Lakes' winter parade.

Fire Chief Nelson gave a report concerning the ISO (Insurance Survey Organization) report we received. The ISO wants to lower our fire protection rate for properties within 5 miles of a fire station from 4 to 5. The main reason is that different types of information are being used to calculate the rate. Our Department can contest the change. Chief Nelson assured us the insurance rate for commercial and residential properties is minimal for the situation. One reason for our rate change was that we did not achieve the proper structure fire training required. Another reason indicated our fire hydrants within our City do not flow enough gallons per minute. We are very good at shuttling water with tanker trucks and mutual aid but received no credit for that. Department officers are planning to improve our building preplan program for commercial properties within our fire protection area. Another thought was expressed to record our training records with more detail.

Chief Nelson explained the Department's recent purchase of a new preplan software program (FlowMSP) from an Indiana company using a cloud based google map format to organize and detail information concerning fire preplans for commercial buildings. The annual cost of \$600.00 is very economical. Features include all buildings are shadowed, fire hydrant locations are marked, and an estimated water flow needed is predicted by the size of the structure. Water supply sources are

displayed. We can add pictures and any details that may help us handle an emergency situation. Chief Nelson hopes to convince other area fire departments to get involved with FlowMSP.

Chief Nelson explained his "Keep the Wreath Red" program to promote fire safety thru the winter holidays. He got the idea from a fire publication and established the idea for PLFD. A wreath with red lights was displayed in front of City Hall. For each incident the fire department was called to, a red light was replaced with a white one. The idea was widely accepted on social media with several facebook posts. The program will continue to the end of January.

Our Department will need tanker updates in the near future. The average cost for a new tanker ranges from \$160,000 to \$280,000. We need to replace our DNR 1984 Mac chassis truck with a newer and safer unit. Our two other tankers will need to be replaced as they are 20 to 30 years old. Chief Nelson researched to find the DNR is offering 2009 surplus Freightliner truck chassis at a cost of \$7000.00. The unit features 6 wheeled drive & automatic transmission. Chief Nelson found Great Plains Fire Company that specializes in refurbishing DNR surplus chassis into first class vehicles for an average cost of \$65,000.00.

The Department plans to update and refurbish out meeting/training room. New carpet, tables, chairs, podium, and computer facilities are scheduled. The cost will be funded by the Department's pancake fund and donations. The project will be underway soon.

The annual fire department report is attached to our agenda. All the information used in calculating fire contract rates is included in the report.

Election of Officers for 2020 followed. Current Officers are Chairman Bob Peterson and Vice Chairman John Benson. Lillehei nominated our current officers to continue, second by Wussow, motion passed. Wussow asked if our Fire Board organization has by-laws. We plan to find what exists.

Under new business, Lillehei requested our fire and local police departments promote residents to make sure their street address number signs are visible with all the snow in our area. The idea will be communicated.

Meetings for 2020 are scheduled for April 29, July 29, October 28, and January 27, 2021.

Lillehei motioned to adjourn, second by Ryan, meeting adjourned.

PRESENT AT MEETING: City of Jenkins Council member Gary Hart, Moose Lake Township Board member John Benson, Pequot Lakes Mayor James Tayloe, Jenkins Township Board member Mike Dubay, Loon Lake Township Board member Randy Ryan, Breezy Point Mayor Tom Lillehei, Breezy Point City Administrator Pat Wussow, Pequot Lakes Fire Department Chief Tom Nelson, & Pequot Lakes Fire Department Secretary/Treasurer Bob Peterson