



AGENDA ITEM #7

REPORT TO CITY COUNCIL

Report Prepared by: Nancy Malecha

Date: March 5, 2019

Subject: Fire Reports

Report: Attached are the following Fire Department reports.

- 2018 Fire Department Annual Report
- January 2019 Fire Department Operations Report
- February 13, 2019 Fire Board Meeting minutes

Council Action Requested: No Council action requested.

PEQUOT LAKES FIRE DEPARTMENT ANNUAL REPORT 2018

FIRE CALLS: 63 total

#	DATE	PROPERTY OWNER	LOCATION	TYPE	HOURS
1.	01-04	Kathleen Eppen	Pequot Lakes	co detector going off	1
2.	01-05	Lakes Gas	Pequot Lakes	possible gas leak	1
3.	01-16	Boberg Lumber Co.	Nisswa	mutual aid structure fire	4
4.	01-25	Brent Mose	Jenkins City	motor vehicle fire	1
5.	02-06	Pequot Baptist Church	Pequot Lakes	fire alarm	1
6.	02-08	Unknown	Nisswa	mutual aid structure	3
7.	02-17	Brian Myers	Loon Lake	structure fire	4
8.	03-06	Senior Class Care	Pequot Lakes	fire alarm malfunction	1
9.	03-08	Brian Schindel	Jenkins City	structure fire (chimney)	1
10.	03-11	Unknown	Breezy Point	assist police snowmobile	1
11.	03-23	Mid Minnesota Credit	Pequot Lakes	CO alarm going off	1
12.	03-24	Don Kreller	Loon Lake	motor vehicle fire	1
13.	04-03	Tom Crumb	Loon Lake	check out previous fire	1
14.	04-04	Deacons Golf Clubhouse	Breezy Point	siding & mulch structure	1
15.	04-10	Tom Sullivan	Loon Lake	medical assist	1
16.	04-18	Rob Saccoman	Ideal Township	barn mutual aid structure	2
17.	04-19	Unknown	Breezy Point	assist police P/I accident	1
18.	04-20	Timberwood Church	Nisswa	mutual aid structure fire	1
19.	04-22	Unknown	Nisswa.	mutual aid brush fire	2
20.	04-28	Bonnie Olander	Pequot Lakes	assist DNR grass fire	1
21.	05-03	Steven Dailey	Wadena County	assist DNR grass fire	8
22.	05-03	Dan Koch	Loon Lake	assist DNR grass fire	2
23.	05-07	Pequot Tool	Jenkins City	structure fire	2
24.	05-12	Unknown	Wilson Township	assist DNR grass fire	2
25.	05-21	Unknown	Jenkins Township	assist DNR re-ignite fire	1
26.	05-23	Assembly of God Church	Pine River	mutual aid structure fire	3
27.	05-23	John Roubal	Jenkins City	structure fire	2
28.	05-23	Jeff Klemmer	Breezy Point	structure fire	5
29.	06-01	Unknown	Breezy Point	medical assist	1
30.	06-11	Anderson Gravel Pit	Pequot Lakes	assist DNR brush fire	1
31.	06-15	Breezy Point Resort	Breezy Point	fire alarm smoke scare	1
32.	06-23	Breezy Point Resort	Breezy Point	fire alarm smoke in hallway	1
33.	06-23	Unknown	Jenkins City	assist police vehicle hit post	1
34.	06-29	Crossfit Nordic	Crosslake	mutual aid structure fire	3
35.	06-29	Senior Class Care	Pequot Lakes	fire alarm	1
36.	06-30	Unknown	Loon Lake	smoke alarm	1
37.	07-03	Unknown	Pequot Lakes	assist police gas line scar	1
38.	07-05	Unknown	Pequot Lakes	assist DNR tree on power line	1
39.	07-19	Unknown	Poplar Township	motor vehicle acc cancelled	1
40.	07-24	Tom Kirkpatrick	Pelican Township	structure fire	4
41.	07-27	Senior Class Care	Pequot Lakes	fire alarm going off	1
42.	08-01	Pat Ebnet	Ideal Township	mutual aid structure fire	5
43.	08-01	Pat Ebnet	Ideal Township	mutual aid structure fire	2
44.	08-02	Christina Stone	Jenkins Township	smoke detector malfunction	1
45.	008-13	Our Saviors Church	Pequot Lakes	elevator rescue	1

#	DATE	PROPERTY OWNER	LOCATION	TYPE	HOURS
46.	08-16	Unknown	Ideal Township	mutual aid structure fire	2
47.	08-18	Bob Smith	Jenkins township	natural gas line cut	2
48.	08-29	Unknown	Jenkins City	smoke alarm	1
49.	08-30	Babinsky Apartments	Pequot Lakes	fire alarm elevator	1
50.	08-31	Brian Tisdell	Jenkins City	structure fire (lightning)	1
51.	09-04	Lonesome Cottage	Pequot Lakes	fire alarm	2
52.	09-14	Jay Gorton	Pequot Lakes	structure fire	1
53.	09-15	Unknown	Breezy Point	smoke alarm, cancelled	1
54.	09-18	Unknown	Pequot Lakes	agency assist police	1
55.	09-21	Unknown	Pequot Lakes	personal water rescue	1
56.	09-22	Troy Cline	Jenkins City	CO detector range issue	2
57.	10-05	Senior Class Care	Pequot Lakes	fire alarm manually pulled	1
58.	10-23	Unknown	Breezy point	pet rescue from tree	1
59.	11-21	Unknown	Ideal Township	mutual aid structure	2
60.	12-03	Unknown	Nisswa	mutual aid structure	2
61.	12-05	Unknown	Pequot Lakes	assist police vehicle accident	1
62.	12-09	David Fryxell	Breezy Point	natural gas leak on range	1
63.	12-19	Unknown	Pequot Lakes	assist police traffic control	1

FIRE CALLS REPORT: 63 total calls in 2018 (84 calls in 2017)
106 total hours in 2018 (112 total hours in 2017)

By types: 63 total

20 structure fires	3 motor vehicle fires
16 detector malfunctions	3 natural gas/propane leaks
7 assist police	2 medical assist
7 grass/brush fires	2 public service assistance
4 outdoor fires	

By location: 63 total

20 Pequot Lakes	1 Poplar Township	2 Pine River (mutual aid)
10 Breezy Point	1 Pelican Township	1 Crosslake (mutual aid)
8 Jenkins City	0 Moose Lake Township	1 Wadena County (mutual aid)
6 Loon Lake Township	5 Nisswa (mutual aid)	
3 Jenkins Township	5 Ideal Township (mutual aid)	

49 Pequot Lakes Contracted Areas **14 mutual aid calls**

**By hour use of department: 106 total hours 65 hours to PL contracted areas
41 hours to mutual aid areas**

21 hours	Pequot Lakes	4 hours	Jenkins Township
14 hours	Breezy Point	4 hours	Pelican Township
11 hours	Jenkins City	1 hour	Poplar Township
10 hours	Loon Lake Township		
5 hours	Ideal Township	1 hour	Crosslake
5 hours	Nisswa	1 hour	Wadena County (DNR)
2 hours	Pine River		

FIRE BILLS SENT IN 2017: 14 that total \$6350.00

FIRE CONTRACT ANALYSIS FOR 2019 CONTRACTS:

LOCATION:	# OF CALLS:	% CALLS:	# HOURS:	% HOURS
Pequot Lakes	20	41.0	21	32.3
Breezy Point	10	20.4	14	21.5
Jenkins City	8	16.3	11	16.9
Loon Lake Township	6	12.2	10	15.4
Jenkins Township	3	6.1	4	6.2
Pelican Township	1	2.0	4	6.2
Poplar Township	1	2.0	1	1.5
Moose Lake Township	0	0.0	0	0.0
TOTAL	49	100	65	100

TRAINING REPORT FOR 2017: 63 hours

Date:	Type of training:	Hours:	Instructor:
01/17	driving department vehicles	1	in house
01/17	hand tools operation & safety	1	in house
01/17	radio operation	1	in house
01/27	live house burn	9	FIRE Inc
01/31	radios	1	in house
01/31	driving department vehicles	1	in house
01/31	hand tools operation	1	in house
02/21	fire extinguisher operation	1	in house
02/21	fire scene set-up	2	in house
03/13	pipeline safety & operation	3	Enbridge
03/21	EMR refresher	3	FIRE Inc.
04/18	CPR, AED, & choking	3	FIRE Inc.
05/16	pump operation	1	in house
05/16	auto extrication	2	in house

Date:	Type of training:	Hours:	Instructor:
05/20	live house burn	8	FIRE Inc
05/30	pump operation	3	FIRE Inc.
06/20	pump operation	3	in house
07/18	engine company tactics	3	Tim Farmer FIRE Inc.
08/15	confined space & rope tactics	2	FIRE Inc.
08/29	confined space & rope tactics	3	FIRE Inc.
09/17	airplane fire tactics	3	FIRE Inc
10/05	live house burn Nisswa	6	FIRE Inc.
10/17	forcible entry/garage door cutting	3	FIRE Inc.
11/21	tactical planning	3	FIRE Inc. Greg Hayes
12/19	tactical planning	3	FIRE Inc Greg Hayes

2018 Fire Training Breakdown:

Training topic:	Meetings:	Total hours:
live house burns	3	23
pump operation & tactics	3	7
CPR/EMR refresher	2	6
tactical planning	2	6
confined space/ropes	2	5
fire scene/engine company tactics	2	5
auto extrication	2	4
pipeline safety	1	3
airplane fire tactics/safety	1	3
forcible entry/garage door cutting	2	3
driving fire vehicles	2	2
hand tool operation/safety	2	2
radio operation/tactics	2	2
fire extinguisher operation/safety	1	1
Totals:	26	72

Fire Department Officers for 2019:

Fire Chief:	Tom Nelson
First Assistant Chief:	Bill Rickard
Second Assistant Chief:	Mike Schwankl
Captain 1:	Daren Nordby
Captain 2:	Bryant Szymanski
Captain 3:	Trevor Lang
Captain 4:	Justin Katterhagen
Safety Officer:	Katie Petersen
Secretary/Treasurer:	Bob Peterson

2018 CURRENT FIRE FIGHTER ROSTER: 27 members

Travis Aune	Justin Katterhagen	Kate Petersen
Jake Cameron	Trevor Lang	Bob Peterson
Josh Cameron	Kirk Larson	Bill Rickard
Neil Casanova	Brad McGuire	Mike Schwankl
Dalton Engholm	Tom Nelson	Nate Schwankl
Josh Foote	Daren Nordby	Bryant Szymanski
Evan Hayes	Larry Oaks	Dave Szymanski
John Hayes	Erich Olson	David Wilson
Travis Jacobus	Lillie Pearo	Dustin Zeimet

**2019 CURRENT EXPLORER ROSTER: Mackenzie Nelson
Jake Ryan**

FIRE CALLS BY TIME OF DAY: TOTAL CALLS: 63

Time by hour:	# of calls:	Time by hour:	# of calls:
0:00	1	12:00	2
1:00	2	13:00	2
2:00	2	14:00	2
3:00	1	15:00	3
4:00	2	16:00	4
5:00	1	17:00	2
6:00	0	18:00	5
7:00	1	19:00	5
8:00	0	20:00	4
9:00	3	21:00	2
10:00	6	22:00	4
11:00	7	23:00	2

FIRE CALLS BY DAY OF WEEK: TOTAL CALLS: 63

Day of week:	
Sunday	3
Monday	5
Tuesday	12
Wednesday	11
Thursday	10
Friday	12
Saturday:	10

FIRE CALLS BY THE MONTH:**TOTAL CALLS: 63**

January	4
February	3
March	5
April	8
May	8
June	8
July	5
August	9
September	6
October	2
November	1
December	4

FIRE BILLS SENT IN 2018

DATE:	TYPE OF FIRE:	LOCATION:	AMOUNT OF BILL:
01/25	car fire	Jenkins City	500.00
02/17	structure fire	Loon Lake Township	500.00
03/08	structure fire	Jenkins City	250.00
03/24	car fire	Loon Lake Township	250.00
04/28	DNR grass	Pequot Lakes	350.00
05/03	DNR grass	Wadena County	350.00
05/03	DNR grass	Loon Lake Township	350.00
05/07	structure fire	Jenkins City	500.00
05/12	DNR grass	Wilson Township	350.00
05/23	outside wood pile	Jenkins City	250.00
05/23	structure fire	Breezy Point	1000.00
07/24	structure fire	Pelican Township	700.00
08/30	elevator smoke issue	Pequot Lakes	500.00
09/14	structure fire	Pequot Lakes	500.00

Total: 14 bills sent that total \$6350.00

PEQUOT LAKES FIRE DEPARTMENT

OPERATIONS REPORT JANUARY 2019

Fire Calls: 9 calls

<u>Date:</u>	<u>Type of call:</u>	<u>Location:</u>	<u>Billing:</u>
01/01	fire alarm, cancelled in route	Pequot lakes	n/a
01/05	mutual aid structure fire	Pine River	n/a
01/06	smoke alarm	Jenkins City	n/a
01/07	smoke alarm, cancelled in route	Jenkins City	n/a
01/23	mutual aid structure fire	Mission Township	n/a
01/25	fire in wood shed, heavy smoke	Jenkins City	n/a
01/28	medical assist, lift	Pequot Lakes	n/a
01/30	smoke/flames behind Super Valu	Pequot lakes	n/a
01/30	gas leak, faulty CO detector	Breezy Point	n/a

Training: 5 hours

<u>Date:</u>	<u>Type of training:</u>	<u>Instructor:</u>	<u>Hours:</u>
01/16	fire scenarios, responding and actions	in house	3
01/30	physical wellness/fire service	FIRE Inc (Erik Flowers)	2

PEQUOT LAKES AREA FIRE BOARD

MEETING MINUTES FEBRUARY 13, 2019

The quarterly meeting of the PLAFB was called to order by Chairman Peterson. Members were welcomed to the meeting. Newly elected Pequot Lakes Mayor James Tayloe was introduced to the group.

The minutes of the last meeting were not read due to a motion by Sodd, second by Bartels, motion passed.

The fourth quarter fire call report was discussed. There were 7 calls during this period. By types, there were 2 mutual aid structure, 2 traffic accident/assist calls, 1 fire alarm, 1 rescue kitten from a tree, and 1 natural gas leak. By location, there were 3 to Pequot lakes, 2 to Breezy Point, 1 to Ideal Corners, and 1 to Nisswa.

The training report for the fourth quarter totaled 17 hours. By types there were 8 hours live structure burn, 3 hours forcible entry/garage door cutting, and 6 hours tactical planning. All the training classes were taught by FIRE INC. instructors.

The fourth quarter financial report was actually the annual report for 2018. The revenue part of the report listed fire call income as \$9270.00. Fire contract revenue totaled \$197,499.99. Donations totaled \$26,885.00. Fire training reimbursements totaled \$21,783.77. These funds are paid from the State of Minnesota to help fund our training budget. Expenses over budget were pager/radios at \$7236.88, travel/conferences/schools at \$14,651.63, operating supplies at \$11,769.53, and capital outlay at \$24,904.00. All of these items over budget were reimbursed by some form of payment to offset the amount over budget. Bartels motioned to approve the financial report, second by Sodd, motion passed.

Operations/personnel report included Chief Nelson presenting a fire safety program at Little People Daycare, Chief Nelson attended a luncheon with the Breezy Point Women's Club, Department took possession of our new 2019 Ford grass truck, Department received a \$3000.00 donation from Compeer Financial, new flashlights were purchased for all our fire fighters, Department has moved into space vacated by the Pequot Lakes maintenance department, Lillie Pearo, Josh Cameron, Evan Hayes, and Nate Schwankl completed their year of probation, Craig & Claire Nagel and the Sons of American Legion both donated \$100.00 to our Department, We participated in PL Community Action Light Up the Night parade & won first place for decoration. Department purchased a new roof cutting saw for the Breezy Station, sold our old grass truck for \$8050.00 and an old four wheeler for \$2175.00 on an online auction, Department is planning to build a storage room next to our meeting room, and held our annual winter party at the American Legion Club in Pequot Lakes.

Our new Department Officers for 2019 are Fire Chief Tom Nelson, First Assistant Chief Bill Rckard, Second Assistant Chief Mike Schwankl, Safety Officer Kate Petersen, Captains Daren Nordby, Bryant Szymanski, Trevor Lang, & Justin Katterhagen, & Secretary/Treasurer Bob Peterson.

Fire fighter awards presented at our annual party were Fire Fighter of the Year Trevor Lang, Fire Rookie of the Year jointly to Dalton Engholm & Nate Schwankl, Most fire calls of the year to Bob

Peterson, 25 year service pin to Dave Szyamsnski, 10 year service pin to Katie Petersen, & 5 year service pins to Travis Jacobus & Jake Cameron.

Our 2019 fire budget listed a 3 % increase since last year. The most significant increase was for contract services. We have contracted with a hose testing company to test and inventory all our fire hose for \$4500.00 per year. This process normally took us three meetings to complete.

The 2018 annual fire operation report was discussed.

There was no new business discussion. This winter season with extreme cold and more snow has not caused any issues at this time. We are experiencing very slippery roads and snow obstructed drive ways.

Annual election of Fire Board Officers was held. Current Officers include Bob Peterson as Chairman & John Benson as Vice Chairman. Bartels motioned to keep our current Officers the same, seconded by Sodd, motion passed.

Meetings for 2019 are scheduled for April 24, July 31, October 30, and January 29, 2019. Please mark your calendars.

The meeting was declared adjourned by Chairman Peterson.

PRESENT AT MEETING: Gary Hart, James Tayloe, Mike Dubay, Leonard Sodd, Tom Lillehei, Pat Wussow, Tom Nelson, Bob Peterson, & Craig Bartels