

NOTICE OF THE ALBANY AREA FIRE BOARD MEETING

There will be a meeting of the Albany Area Fire Board in and for the City of Albany, Stearns County, Minnesota at 6:30 o'clock in the evening on Thursday, February 15, 2018, at the Albany Fire Hall, at 221 4th Street, for the said City.

AGENDA

1. Act on minutes of meeting held August 3, 2017.
2. Gary Winkels, Fire Chief - update Board on new 2018 Officers of Department
-Fireman Jim Czajkowski retirement
3. Steve Frericks, Treasurer – report on fire/rescue call out charges and equipment replacement schedule
-present 2018 Capital Equipment Schedule
4. Greg Muellner, Secretary – present summary of calls responded to by Albany Fire Department from previous year
5. Gary Winkels, Fire Chief – present the following:
 - present 2017 operations report and reimbursement
 - present 2018 capital equipment fund
 - Albany Fire Dept. Relief Charitable Gambling Activity Report
 - New firemen training update
 - Update on 2017 FEMA Grant application
 - Update donation received from 2017 Annual Blattner Family Foundation Fire/Police Department golf fundraiser
 - Discuss by-laws proposed amendments

Tom Schneider
Clerk/Adm.

Pursuant to due call and notice thereof a regular meeting of the Albany Area Fire Board was called to order by Chairman Tom Kasner at 6:35 o'clock in the evening on Thursday, February 15, 2018, at the Albany Fire Hall, 221 4th Street, in and for the City of Albany, Stearns County, Minnesota.

Board members present were:	Town of Albany	Loren Pelzer
	Town of Farming	Dan Stommes
	Town of Krain	Scot Laing
	City of Albany	Tom Kasner
	Fire Chief	Gary Winkels

Board members absent were: none

Others present were: Tom Schneider, Clerk/Adm., Derrick Dirkes, Assistant Fire Chief, Greg Muellner, Secretary, and Steven Frericks, Treasurer.

Chairman Tom Kasner called for any corrections or additions to the minutes of the meeting held on August 3, 2017 and hearing none declared the minutes approved as written.

Gary Winkels, Fire Chief, informed the Board that the following individuals are officers of the Albany Fire Department for the year 2018:

- Gary Winkels, Fire Chief
- Jon Siegle, Assistant Chief
- Derrick Dirkes, Assistant Chief
- Steve Frericks, Treasurer
- Greg Muellner, Secretary

Mr. Winkels informed the Board that fireman James Czajkowski recently retired and served on the department for 22 years. Mr. Winkels noted that he will be honored for his years of service and unselfish commitment to the community and surrounding area at the annual firemen's banquet in March at the Albany Golf Club.

Steve Frericks, Treasurer, appeared before the Board to present the 2017 year-end fund balances for the following: general fund checkbook, savings, donations, accounts receivable, and gambling fund. Mr. Frericks informed the Board that the department did not submit to the Board a training reimbursement invoice (\$3,499.20) knowing the cost to repair engine number two exceeded the 2017 budget. Chairman Tom Kasner thanked Mr. Frericks for submitting the detailed report.

Mr. Muellner presented to the Board the following activity report for the Department from January to December, 2017:

• Fire Calls	16
• Medical Calls	158
• Auto accidents	13
• Gasoline spills	2
• Mutual Aid	8
• Lift Assist	12
Total:	219

Mr. Winkels informed the Board that nearly \$33,000 was paid to repair the pump transmission in engine number two. Mr. Winkels noted that the breakdown was unexpected and after discussing with each Board member the estimated costs to repair the pumper, the consensus was to proceed with the repairs. Mr. Winkels also noted the replacement of the said vehicle will be pushed back a few years per the Fire Apparatus and Equipment Replacement Schedule. Mr. Winkels noted that a new Dodge pickup was ordered to replace the 1997 Suburban and once put in service, the Suburban will be sold as surplus property. Mr. Winkels noted that the department will pay for the new pickup with donated and gambling funds which is estimated to cost \$71,000+/-.

Mr. Schneider presented to the Board a financial report for operations of the Department for the year 2017 and proposed contribution to the 2018 Capital Equipment Fund. Mr. Schneider noted that the largest expenditure was the repairs to engine number two and there were no other unusual expenditures. Mr. Schneider noted that the 2017 year-end balance in the capital equipment fund was \$131,578. After due discussion, a motion was made by Scot Laing and seconded by Loren Pelzer to approve the aforementioned 2017 Fire Department operations reimbursement and 2018 Capital Equipment Fund contribution. All voted for the motion and it carried. The reimbursement is attached to the minutes as Exhibit A.

Mr. Dirkes reported that the Charitable Gambling Fund paid in \$36,537 in the year 2017 for new safety equipment for department operations.

Mr. Winkels informed the Board that a notice was published in the local newspaper and applications were received for the position of fire fighter. Mr. Winkels noted that each application was reviewed and testing was completed; whereby the department recommended Brock Zierden and Steven Mader be approved as members of the department. After due discussion, a motion was made by Dan Stommes and seconded by Loren Pelzer to approve the aforesaid individuals contingent upon the successful passage of a physical examination and drug test. All voted for the motion and it carried.

Mr. Winkels updated the Board on the following:

- Applied for 2017 FEMA Grant to purchase a Bi-Directional Amplifier (BDA) to allow firemen adequate portable radio communication services from within the school building.
- \$18,000 received from Blattner Family Foundation annual 2017 Golf Tournament.

Mr. Winkels presented to the Board a report that listed the number of calls, drills, and meetings attended by each fireman. Mr. Winkels noted that the department's by-laws require a fireman to attend 50% of the regular scheduled drills; whereby drills can be made up if arranged in advance at the discretion of the Fire Chief. Mr. Winkels noted that failure to attend 50% of the drills shall result in suspension and/or termination from the department. Mr. Winkels recommended that the percentage be increased to improve attendance at the drills. After due discussion, a motion was made by Tom Kasner and seconded by Dan Stommes to direct the Fire Chief to amend the by-laws, Article XIII, Section 3, (b) to read as follows: "attend 60% of the regular scheduled drills in 2018, and 70% in 2019. Drills can be made up if arranged in advance at the discretion of the Fire Chief." All voted for the motion and it carried.

Mr. Schneider informed the Board that the three-year Fire Protection Agreement between the Albany Fire Department, Inc., and Albany City, Albany Town, Farming Town, and Krain Town will expire at the end of the year. Chairman Tom Kasner noted that the renewal can be discussed at the July meeting.

Chairman Tom Kasner adjourned the meeting at 8:00 PM.

Tom Schneider
Clerk/Adm.

NOTICE OF THE ALBANY AREA FIRE BOARD MEETING

There will be a meeting of the Albany Area Fire Board in and for the City of Albany, Stearns County, Minnesota at 6:30 o'clock in the evening on Monday, July 23, 2018, at the Albany Fire Hall, at 221 4th Street, for the said City.

AGENDA

1. Act on minutes of meeting held February 15, 2018
2. Steve Frericks, Treasurer – update on outstanding invoices related to Fire and Rescue Calls.
3. Greg Muellner, Secretary – update on number of calls to date.
4. Gary Winkels, Fire Chief
 - Present proposed renewal Agreement to provide fire protection to City of Albany, Towns of Albany, Farming, and Krain.
 - update apparatus & equipment replacement schedule.
 - Present proposed 2019 Budget
 - Update Stearns County Mutual Aid Agreement
 - Update on FEMA application
 - 17th Annual Blattner's Family Foundation Golf Tournament to be held on August 6th (Albany & Avon Fire Departments)

Tom Schneider
Clerk/Adm.