

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 7:00 o'clock in the evening on Tuesday, February 16, 2016, 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	Tim Nierenhausen
	Town of Farming	Neil Franz
	Town of Krain	Scot Laing
	City of Albany	Tom Kasner
	Fire Chief	Gary Winkels

Board members absent were: none

Others present were: Scott Reber, Assistant Fire Chief, Derrick Dirkes, Assistant Chief, James Czajkowski, President, Relief Association, and Jamie Thelen, Treasurer. Randy Roehl, Krain Township, and Meryl Didier, Fireman.

Chairman Tom Kasner called for any corrections or additions to the minutes of the meeting held on July 16, 2015 and hearing none declared the minutes approved as written.

Gary Winkels, Fire Chief, informed the Board that the following individuals are the officers of the Albany Fire Department for the year 2016:

- Gary Winkels, Fire Chief
- Derrick Dirkes, Assistant Chief
- Greg Muellner, Secretary
- Scott Reber, Assistant Chief
- Jamie Thelen, Treasurer

Mr. Winkels informed the Board that Dean Mitchell retired from the Fire Department on January 1st having served nearly 34 years and fireman Justin Spanier resigned from the Fire Department having moved out of the community. Mr. Winkels noted that Kevin Spohn and Mike Frericks applied, tested, and were approved as new firemen.

Mr. Czajkowski appeared before the Council to discuss the Actuarial Valuation Report (GASB 67) completed by Hildi, Inc. Mr. Czajkowski informed the Board that the retirement plan for the Department is a Defined Benefit Plan that provides a more predictable retirement benefit to its members. Mr. Czajkowski noted that that under GASB 67, plan liabilities are determined based on the age and service history of the plan members, the expected long-term investment return of the plan trust, and the benefit provisions of the plan. Mr. Czajkowski also noted that the aforesaid report determined that the Albany plan is financially healthy with assets in the special fund equal to approximately 133% of the plan liabilities. Mr. Kasner thanked Mr. Czajkowski for sharing his expertise with the Board and providing a summary of the said report.

Mr. Thelen appeared before the Board to present the 2015 year-end charged incidents for those individuals requesting assistance who do not reside within the Fire District. Mr. Thelen noted that the total billed was \$48,475 and collected was \$35,265. Mr. Thelen noted that \$13,210 remains outstanding.

Mr. Thelen presented to the Board the Fire Apparatus and Equipment Replacement Schedule that included all vehicles and major equipment for the Albany Fire Department. Mr. Thelen reminded the Board that the vehicle replacement values shown on the schedule are only estimates.

Mr. Winkels presented to the Board the following activity report for the Department from January to December, 2015: Fire Calls (42), Rescue Calls (166), Weather spotting (1), Mutual Aid (4): Total: 208

Mr. Schneider presented to the Board a financial report for operations of the Fire Department for the year 2015 and the proposed contribution to the 2016 Capital Equipment Fund. Mr. Schneider noted that the Department received large revenue reimbursements from the following: 1) MN Department of Natural Resources (DNR) for a wildfire (\$23,650), 2) FEMA Grant (\$64,375), and 3) training reimbursement (\$5,007). After due discussion, a motion was made by Tim Nierenhausen and seconded by Neil Franz to approve the aforementioned 2015 Fire Department operations reimbursement and 2016 Capital Equipment Fund contribution. All voted for the motion and it carried. The reimbursement is attached to the minutes as Exhibit A.

Mr. Winkels presented to the Board the Charitable Gambling Report for 2015 which showed nearly \$42,000 going towards new vehicle purchases and lighting graphics for the trucks. Mr. Winkels noted that the two gambling sites located in Albany are Marcia's All-Aboard Bar and Grill, and Paul's Par-A-Dice.

Mr. Winkels updated the Board on the following:

- Freightliner Chassis purchased in December 2015 for new Tender (Pumper). Truck should be delivered by mid-June 2016.
- Firemen to participate in driving Class at St. Cloud Highway Safety Center, St. Cloud.
- Applied for: 2015 FEMA Grant. No response to date if approved or denied.
- \$22,000 received from Blattner Family Foundation annual 2015 Golf Tournament.
- Officer Salary and firemen wage per hour to be discussed at July board meeting.
- Insurance Service Organization (ISO). City rate "5" and within five miles from fire station rate reduced from 10 to 7.

Mr. Kasner questioned if anyone had an objection if future board meetings were to be held at the Albany Fire Hall, 221 4th Street rather than the Albany City Administration building; whereby nobody objected.

Chairman Tom Kasner adjourned the meeting at 8:30 PM.

Tom Schneider
Clerk/Adm.

"EXHIBIT A"

ALBANY FIRE DEPARTMENT, INC.	
REIMBURSEMENT FOR 2015 FIRE DEPARTMENT OPERATIONS	2/9/2016
AND 2016 CAPITAL INVESTMENT FUND	

<u>GOV'T</u>	<u>PERCENT SERVED</u>	<u>SET % BY FIRE BOARD</u>
CITY	100%	56%
ALBANY	95%	28%
FARMING	46%	10%
KRAIN	25%	6%
Contract period: January 1, 2016 - December 31, 2019.		100%

2015 INCOME & EXPENSES

<u>ITEM</u>	<u>EXPENSES</u>	<u>INCOME</u>	<u>NET COST</u>
MEETINGS/TRAINING/PHYSICAL WORKERS COMP			
DEPARTMENT WAGES >>>>>	\$93,376		\$93,376
RELIEF	\$50,929	\$25,678	\$25,251
INSURANCE	\$11,416		\$11,416
EQUIPMENT REPAIR	\$99,310	\$64,375	\$34,935
FIRE HALL O/M	\$3,299		\$3,299
CAP INVEST. FUND	\$123,475	\$122,975	\$500
SUPPLIES	\$670		\$670
NATURAL GAS	\$2,020		\$2,020
TELEPHONE	\$1,906		\$1,906
PUBLISHING/DUES/FEES	\$3,374		\$3,374
ELECTRIC	\$2,362		\$2,362
CAP/NEW EQUIP.	\$0		\$0
LEGAL FEES	\$337		\$337
DNR REFUND or other grants (Center P)		\$7,657	(\$7,657)
HWY FIRES/MEDICALS/TRNG REFUNDS		\$48,964	(\$48,964)
INSURANCE REFUND		\$2,346	(\$2,346)
SUM:	\$392,474	\$271,995	\$120,479

	<u>2016 Cap. Inv.</u>	<u>2015 OPERATIONS</u>	<u>TOTAL</u>
CITY	\$14,420	\$67,468	\$81,888
ALBANY	\$7,210	\$33,734	\$40,944
FARMING	\$2,575	\$12,048	\$14,623
KRAIN	\$1,545	\$7,229	\$8,774
TOTAL	\$25,750	\$120,479	\$146,229

ALBANY AREA FIRE BOARD CHECKING ACCOUNT #6031

<u>MONTH</u>	<u>BEGIN BALANCE</u>	<u>INTEREST</u>	<u>DEPOSIT</u>	<u>DEBIT</u>	<u>END BALANCE</u>
JAN	\$139,037.88	\$33.97		\$3,772.00	\$135,299.85
FEB	\$135,299.85	\$31.14			\$135,330.99
MAR	\$135,330.99	\$35.59			\$135,366.58
APR	\$135,366.58	\$33.38			\$135,399.96
MAY	\$135,399.96	\$37.00	\$25,000.00		\$160,436.96
JUN	\$160,436.96	\$42.20			\$160,479.16
JUL	\$160,479.16	\$44.59	\$15,000.00		\$175,523.75
AUG	\$175,523.75	\$44.72			\$175,568.47
SEP	\$175,568.47	\$43.29			\$175,611.76
OCT	\$175,611.76	\$43.30			\$175,655.06
NOV	\$175,655.06	\$44.76			\$175,699.82
DEC	\$175,699.82	\$36.18		\$86,225.00	\$89,511.00
				ENDING CHECK BOOK Dec. 31, 2015:	\$89,511.00

Notes: May deposit is Fire Board CIP Funds and July is Gambling Funds.
 January moved \$3,772 to City General Fund for new pagers and computer.

<u>BUDGET ITEM</u>	<u>2015</u>	<u>ACTUAL EXPENSES</u>	<u>OVER/UNDER</u>
MEETINGS/TRAINING/PHYSICAL WORKERS COMP			
DEPARTMENT WAGES >>>>	\$80,500	\$93,376	\$12,876
RELIEF	\$44,150	\$50,929	\$6,779
INSURANCE	\$10,000	\$11,416	\$1,416
EQUIPMENT REPAIR	\$20,800	\$23,772	\$2,972
FIRE HALL O/M	\$3,000	\$3,299	\$299
CAP INVEST. FUND	\$25,000	\$25,000	\$0
SUPPLIES	\$1,150	\$670	(\$480)
NATURAL GAS	\$3,600	\$2,020	(\$1,580)
TELEPHONE	\$2,300	\$1,906	(\$394)
PUBLISHING/DUES/FEE	\$2,800	\$3,374	\$574
ELECTRIC	\$2,900	\$2,362	(\$538)
CAP/NEW EQUIP.	\$2,000	\$0	(\$2,000)
LEGAL FEES	\$200	\$337	\$137
TOTAL:	\$198,400	\$218,461	\$20,061