

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 7:00 o' clock in the evening on Tuesday, February 25, 2014, in the Council Room at 400 Railroad Avenue for the said City.

AGENDA

1. Act on minutes of meeting held July 23, 2013.
2. Gary Winkels, Fire Chief - update Board on new 2014 Officers of Department
3. Jamie Thelen, Treasurer - report on fire/rescue call out charges
-discuss Emergency Vehicle Billing Policy and rate schedule
4. Steve Frericks, Secretary AFD - present summary of calls responded to by Albany Fire Department from previous year
5. Gary Winkels, Fire Chief - present the following:
 - present 2013 operations report and reimbursement
 - present 2014 capital equipment fund
 - New firemen training update

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 7:00 o'clock in the evening on Tuesday, February 25, 2014, in the Council Room at 400 Railroad Avenue 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, Steve Frericks, Secretary, and Jamie Thelen, Treasurer, Dean Mitchell, Roland Hanson, and Meryl Didier, members of the Fire Department.

Chairman Tom Kasner called for any corrections or additions to the minutes of the meeting held on July 23, 2013 and hearing none declared them approved.

Gary Winkels, Fire Chief, informed the Board that the following individuals are the officers of the Albany Fire Department for the year 2014:

- Gary Winkels, Fire Chief
- Scott Reber, Assistant Chief
- Kurt Richter, Assistant Chief
- Jamie Thelen, Treasurer
- Steve Frericks, Secretary

Mr. Thelen presented to the Board proposed changes to the Board's Policy for Establishing Fees for Emergency Protection Services by the Albany Fire Department. Mr. Thelen informed the Board that the department reviewed the policy and recommended the Board consider some minor changes that relate to services provided to individuals who may or may not have been issued a Burning Permit. Mr. Franz informed the Board that Farming Township is served by other departments in designated fire district boundaries and each charge for services much differently than the other which has raised some concerns by the residents in his township. Mr. Franz noted that every resident pays property taxes for fire protection, but can be charged for services by a department if service is requested outside of his/her respective fire district boundary which for those very rare occasions seem unreasonable. Mr. Laing noted that Krain Township is also served by multiple departments and questioned why the departments don't adopt a uniform policy for charging rather than each department having their own specific policy. Mr. Franz recommended that the Board consider adding language to the policy not to require a resident to be charged for services in the participating township regardless of address location within that township. Mr. Thelen informed the Board that if the Board agrees not to charge residents for services within the participating township, there would be a slight reduction in revenues, but agreed that those incidents are rare. Mr. Thelen also noted that the hourly rates for each fire apparatus be increased and included in the City's Schedule of Fees and Charges for 2014. After due discussion, a motion was made by Neil Franz and seconded by Scot Laing to approve the following policy changes as proposed by the department: 1) Equipment fee schedule, 2) incorporate language in the definitions or services provided without a charge for residents within the participating township, and, 3) policy to be effective upon final signature of participating township. All voted for the motion and it carried.

Mr. Frericks appeared before the Board to present the following activity report for the Department from the period 1/1/13 to 1/1/14:

<u>Calls</u>		<u>Jurisdiction</u>	<u>Calls</u>
Fire Calls	35	City of Albany	102
Rescue Calls	114	Albany Township	35

Mutual Aid	6	Farming Township	9
Weather spotting	2	Krain Township	3
Cancelled in-route	<u>10</u>	Weather spotting	2
Total Calls:	167	Mutual Aid Calls	6
		Cancelled in-route	10

Mr. Schneider presented to the Board a financial report attached as "Exhibit A" showing the operating costs of the Fire Department for the year 2013 and the proposed contribution to the 2014 Capital Equipment Fund. Mr. Schneider noted that the operations were over budget due to an unusual year that involved several structure fires, first responder refresher training, new firefighter I and II training, and workers compensation premium increase. Mr. Schneider also presented to the Board the history of prior years' budgets versus actual expenditures. After due discussion, a motion was made by Neil Franz and seconded by Tim Nierenhausen to approve the aforementioned 2013 Operations reimbursement and 2014 Capital Equipment Fund contribution. All voted for the motion and it carried.

Mr. Winkels informed the Board that fireman Mike Dirkes retired from the department and that applications were received; whereby Zach Zierden was selected to be a member of the department. Mr. Winkels noted that Mr. Zierden will be required to complete first responder training and fire fighter I and II training.

Mr. Winkels also noted that Tanker Unit 12 sold for \$8,000 to a local businessman and the monies from the sale of the truck were used to purchase the new \$200,000 +/- Pumper/Tanker truck. Mr. Schneider informed the Board that the new truck was purchased with the following funding:

• Fire Board Capital Equipment Fund	\$123,000
• AFD Gambling/Unit 12 funds	<u>\$74,087</u>
Total:	\$197,087

Chairman Tom Kasner adjourned the meeting at 8:05 PM.

Tom Schneider
Clerk/Adm.

"EXHIBIT A"

ALBANY FIRE DEPARTMENT, INC.

2/25/2014

REIMBURSEMENT FOR 2013 FIRE DEPARTMENT OPERATIONS
AND 2014 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%
Contracts expire December 31, 2015.		100%

2013 INCOME & EXPENSES

<u>ITEM</u>	<u>EXPENSES</u>	<u>INCOME</u>	<u>NET COST</u>
MEETINGS/TRAINING/PHYSICAL WORKERS COMP			
DEPARTMENT WAGES >>>>	\$89,009		\$89,009
RELIEF	\$48,401	\$24,150	\$24,251
INSURANCE	\$7,930		\$7,930
EQUIPMENT REPAIR	\$15,290		\$15,290
FIRE HALL O/M	\$7,633		\$7,633
CAP INVEST. FUND	\$25,000	\$25,000	\$0
SUPPLIES	\$1,140		\$1,140
NATURAL GAS	\$2,546		\$2,546
TELEPHONE	\$2,267		\$2,267
PUBLISHING/DUES/FEES	\$2,704		\$2,704
ELECTRIC	\$2,517		\$2,517
CAP/NEW EQUIP.	\$0		\$0
LEGAL FEES	\$95		\$95
DNR REFUND or other grants		\$0	\$0
HWY FIRES/MEDICALS/TRNG REFUNDS		\$17,602	(\$17,602)
INSURANCE REFUND		\$4,085	(\$4,085)
SUM:	\$204,532	\$70,837	\$133,695

	<u>2014 Cap. Inv.</u>	<u>2013 OPERATIONS</u>	<u>TOTAL</u>
CITY	\$14,000	\$74,869	\$88,869
ALBANY	\$7,000	\$37,435	\$44,435
FARMING	\$2,500	\$13,370	\$15,870
KRAIN	<u>\$1,500</u>	<u>\$8,022</u>	<u>\$9,522</u>
TOTAL	\$25,000	\$133,695	\$158,695