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**EHCFD
Joint Powers
Board**

February 2016
Meeting Minutes



EHCDFD
Joint Powers Board

Meeting Minutes

Date: February 18, 2016 @ 07:40 pm

Title of Meeting: EHCDFD Joint Powers Board Monthly Meeting

Location: Akeley, MN

Attendees:

Commissioners: Ed Dvorak, Lynn Goodrich, Marlys Lehn, George Lueck, Tim Scouton,
Roger Geimer, Bobbie Emery

Guests: Jacob Emmeck, Billy Krotzer, Adam Goochey, Mical Gorder, Raymond Peterson

Pledge of Allegiance

Agenda

Discussion: Additions: 2 old business: F) Active 911 and G) radio towers, 3 new business: A) Credit Card, B) Computers, C) taking firetruck to training.

Motion: To accept agenda with additions. Made by Lynn Goodrich, Seconded by George Lueck

Vote: passed 7 yea / 0 nay

Approval of January 28, 2016 regular meeting minutes

Discussion: None

Motion: To accept Minutes as presented. Made by Marlys Lehn, Seconded by Roger Geimer

Vote: passed 7 yea / 0 nay

Approval of Treasurer's Report

Books balanced.

Discussion: Books balanced. New CD opened in the amount of \$5,615.91 (first response) by Marlys Lehn.

Motion: To accept treasurer's report as submitted, Made by George Lueck, seconded by Tim Scouton

Vote: passed 7 yea / 0 Nay

Bills

Discussion: None

Motion: To pay bills presented and made by Roger Geimer, seconded by Bobbie Emery

Vote: passed 7 yea / 0 Nay.



EHCDFD
Joint Powers Board

Monthly Call Report

Discussion: Report indicated that between 1/28/16 and 2/18/16 there were a total of 3 calls (3 medical): 2 in Akeley Township, 0 in City of Akeley, 0 in Badoura Township, 1 in White Oak. 3 staff responded for these calls. One call was handled by North Memorial Ambulance. This is the total of the calls dispatched.

Action: Report accepted with our thanks

OLD BUSINESS: Discussion/Motions

Officer Compensation

Discussion: Lynn Goodrich researched past board meeting minutes and reported that although a formal motion/vote was not taken the members were polled to approve a total not to exceed \$3,000. The treasurer's increase to \$1,200 annual stipend was stipulated. It was proposed that the Fire Chief (FC) and First Assistant Fire Chief (FAFC) each receive a 25% increase (\$500 FC and \$250 FAFC). It was also recommended that when each positions duties are more accurately determined we will also consider a stipend for Second Assistant Fire Chief (SAFC).

Motion: To award the Fire Chief and First Assistant Fire Chief each a 25% increase retroactive to January 2015. Made by Lynn Goodrich, seconded by Tim Scouton

Vote: passed 7 Yea / 0 Nay

Action: The JPB Personnel Committee (Ed, Tim, Lynn) and the new officers (Jacob, Billy, Adam) will meet to create the job descriptions for all staff. Once this is completed and adopted we will then revisit the compensation stipend for Second Assistant Fire Chief.

Officer Duties and President

Discussion: Ed asked that the new officers get together and determine the percentage split of duties between the FC, FAFC, SAFC. What are the duties of the president? He presides over the meetings. It is a non compensated position. Jacob said that the officers have determined the split of duties is equally shared but responsibility is higher for Chief.

Action: Before any changes are made the Fire Department Bylaws need to be updated. The new fire department officers will undertake the review and update and then propose any changes to the board.

Dispatch radios and pagers

Discussion: Jacob and Billy reported that the Active 911 cell phone paging system is up and running in Park Rapids. EHCDFD has been offered a no cost trial period to evaluate the system. Jacob, Billy and Adam recommend that we take advantage of this offer. After the trial period our costs to have this service will be around \$250 annually. The coverage area of the HC emergency paging system is improving but it still provides spotty service in some areas of the county and does not provide coverage outside of the county.

Motion: To authorize Jacob Emmeck, Fire Chief, to initiate the no cost trial with Active 911. Made by Tim Scouton, seconded by Marlys Lehn

Vote: passed 7 yea / 0 nay



EHCDF
Joint Powers Board

First Response Funding

Discussion: It was once again brought up about first responder compensation. Lynn Goodrich stated that since the first response is now part of EHCDF it is our responsibility to include, budget and provide funds to allow them to fulfill their mission. Our first responsibility to ensure that they are trained and reasonably equipped. Decisions will be made based upon the responders' recommendations to the board needed equipment. The new officers said that they will be attending a conference soon and they want to see what is available before they would propose any equipment (ditch kits, AED) purchase.

It was asked why Badoura does not have any of their citizens as EHCDF fire fighters or first responders. Tim Scouton responded that he was interested and had asked Lee Johnson years ago about joining. Lee told him that he lived too far away from Akeley to be a member. It is a valid question and Lynn Goodrich and Tim Scouton will bring it up at the Badoura Township March and annual meeting.

Action: There will be further research to determine what will be involved. When we have enough historical data a budget needs to be created to allow us to forecast the financial need. Research to be concluded by end of June in time for Akeley City to make any adjustments to its budget.

NEW BUSINESS:

New firefighter introduction

Discussion: Mical Gorder introduced himself. He was a previous member of department. He moved out of the area and has just returned. The board welcomed him and thanked him for coming tonight.

Tree of Life fundraiser report

Discussion: Roger Geimer said there would be a final report will be presented at the March meeting. Raymond Peterson stated that the check he wrote to the project had not been cashed. He was wondering what had happened to it.

EHCDF Credit Card

Discussion: Jacob requested that we secure a credit card for the department. The card will be used to cover expenses (hotel and other expenses associated with out of area training). City of Akeley has just gotten a card from Citizens National Bank of Park Rapids. The account would be for EHCDF and Jacob, Billy and Adam would be the authorized signers. Jacob would be responsible to report all usage to the board on a monthly basis.

Motion: To authorize Jacob to look into and acquire a credit card for EHCDF's use. Made by George Lueck, seconded by Tim Scouton

Vote: passed 7 yea / 0 nay

EHCDF update computer equipment

Discussion: Jacob informed us that Tina's laptop is about 10 years old and the department's treasurer computer both need to be updated.

Action: Jacob, Billy and Adam will research and bring a proposal of their recommendations to the board at the March board meeting.



EHCDFD
Joint Powers Board

Use of firetruck at training

Discussion: Jacob requested that the board allow the staff to take fire equipment (trucks) to training sessions out of our coverage area when appropriate. Specifically to take the new truck with its foam system to training burns in Nisswa in March and take the Dodge pickup to training in Alexandria.

Motion: To authorize Jacob to take fire equipment out of our service area for training. Made by Tim Scouton, seconded by Roger Geimer

Vote: passed 7 yea / 0 nay

Authorization to join the Chief's Association

Discussion: Jacob would like to join the MN Chiefs Association. He feels that the benefits would far out way the costs.

Motion: To authorize Jacob to join the MN Chief's Association for 1 year. The fire chief would then recommend to the board whether to continue the membership after that. Made by Lynn Goodrich, seconded by Ed Dvorak

Vote: passed 7 yea / 0 nay

Public Comment

Discussion: None

Adjournment

Motion: To adjourn, made by Bobbie Emery, seconded by Roger Geimer.

Meeting adjourned by Chairman Ed Dvorak at 8:53 pm

Respectfully Submitted on March 17, 2016

Lynn Goodrich - Board Secretary

