



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

Phone: (651) 552-4176 • FAX: (651) 552-4195

www.southmetrofire.com

AGENDA BOARD OF DIRECTORS MEETING

Meeting Date: April 15, 2020 at 4:30 PM

Meeting Place: WebEx Meeting

- I. Roll Call
Board Members: Berry, Flatley, Francis, Napier, Wippermann
- II. Adopt Agenda
- III. Communications/Recognitions
- IV. Consent Agenda
 - a. [March 18, 2020 Meeting Minutes](#)
 - b. [March 2020 List of Claims](#)
 - c. [March 2020 Bank Reconciliation](#)
 - d. [March 2020 Month End Budget Report](#)
 - e. [March 2020 Run Summary Report](#)
- V. Committee Reports
 - a. None
- VI. Agenda Items
 - a. [Updates](#)
 - b. Other
- VII. Public Comment
- VIII. Adjourn

Next Regular Meeting – May 20, 2020 WebEx Meeting

MINUTES

SOUTH METRO FIRE DEPARTMENT BOARD OF DIRECTORS

Wednesday, March 18, 2020
West Saint Paul

Members Present: Bill Flatley, Dennis Wippermann, Dave Napier, Wendy Berry, Jimmy Francis

Also Present: Mark Juelfs, Deb Wheeler, Joel Hanson, Mark Erickson

The meeting was called to order by member Napier at 4:30 p.m.

ADOPT AGENDA

Motion was made to adopt the Agenda by Berry; seconded by Flatley.
Motion carried.

COMMUNICATIONS/RECOGNITIONS

Chief Juelfs provided a Thank you cards from Eagan Fire, Pat Riley and USDA. Board Member Napier thanked the department for sending flowers for his mother's funeral.

CONSENT AGENDA

Motion was made to approve the Consent Agenda by Wippermann; seconded by Berry
Motion carried.

COMMITTEE REPORTS

None

AGENDA ITEMS

Appointment of Public Board Member

During their March meetings, both City Councils adopted Dennis Wippermann as the number 1 preference for the Public Member of the South Metro Fire Department Board of Directors.

Motion was made to appoint Dennis Wippermann as the Public Board Member for a term from April 1, 2020 to March 31, 2022 by Flatley; seconded by Francis.
Motion carried.

Election of Board Members

Each year in March the Board must elect officers. The position of President alternates between cities on an annual basis. The current President is a representative of West St Paul, therefor the President elect must be from South St Paul.

Motion was made to elect Member Flatley as President, Member Berry as Vice President, Member Francis as Secretary and Member Napier as Treasurer by Wippermann; seconded by Berry.

Motion carried.

Committee Appointments

The Board has two established committees, the Finance Committee and the Budget Committee. Chief Juelfs asked the Board to review the need for both committees. After some discussion the consensus was to keep both committees.

Motion was made to leave committee appointments as 2019 into 2020 by Flatley; seconded by Francis.

Motion carried.

2021 Budget Process Timeline

For informational purposes, Chief Juelfs provided the target dates for the budget process. Department budget requests will be submitted, and a draft budget will be completed by the end of April.

Updates

Par 360 agreement with Blue Peak LLC

Our attorney Kori Land is updating contract language to alleviate the concerns the Board expressed at the February meeting. Chief Juelfs anticipates the updated contract available for the Boards review at the April meeting.

May Board Meeting

In years past the Board invites both city councils to attend the May Board meeting. This opportunity provides a review of the previous year and discussion of future needs of the department. The Board would like to continue the format and would like the Chief to schedule Thompson Lodge for this meeting.

Corona Virus

Chief Juelfs reported that the department continues to monitor the EMS recommendations from the CDC as well as work with both administrations to prepare for any effects from the Corona Virus. DCC has implemented a surveillance tool which increases the screening of caller's symptoms which allows crews responding to take proper precautions. As of March 18th, we had responded to 10 calls related to the virus. It is unknown if anyone tested positive.

PUBLIC COMMENT

None

MOTION TO ADJOURN

Motion to adjourn at 5:12 pm by Berry seconded by Flatley.
Motion carried.

The next regular meeting is scheduled on April 15 at 4:30 pm, in South St Paul.

Respectfully submitted By:

Deb Wheeler

SOUTH METRO FIRE

Summary of List of Claims
Board Meeting of April 15, 2020

PAYROLL CHECK REGISTER:

Payroll Period	3/9 - 3/22	
Date Paid	3/27/2020	
Direct Deposit		\$ 92,499.21

Payroll Period	3/23 - 4/5	
Date Paid	4/10/2020	\$ 92,784.16
Direct Deposit		

Payroll Period		
Date Paid		
Direct Deposit		

TOTAL NET PAYROLL

\$ 185,283.37

DISBURSEMENT CHECK REGISTER:

Checks	8920 - 8972	\$ 93,570.44
EFTS	1736 - 1754	\$ 191,745.82

TOTAL DISBURSEMENT CHECKS

\$285,316.26

TOTAL PAYROLL, DISBURSEMENTS, ACH'S

\$470,599.63

**South Metro Fire Department
BANK RECONCILIATION
March 31, 2020**

Old National Bank		
Ending Balance - Checking	\$	297,385.79
Ending Balance - Savings Account		246,769.95
Outstanding Disbursement Checks		(93,290.70)
Adjustments:		
RECONCILED BALANCE	\$	450,865.04

CITY TREASURER'S BALANCE:		
Previous Month's Reconciled Balance	\$	893,318.91
Daily Receipts Posted		40,230.96
Disbursement Checks Issued		(290,718.03)
Payroll Checks and Direct Deposits		(193,075.03)
Journal Adjustments		
Rev Prior Months Adj		(3,081.03)
Missing Deposit		3,081.03
Missing Withdraw		701.50
Savings Interest		156.19
Checking Interest		250.54
RECONCILED BALANCE	\$	450,865.04

CASH ACCOUNT BALANCE:	\$	446,675.78
Adjustments		4,189.26

RECONCILED BALANCE **\$ 450,865.04**

Cash by Fund:

	Beginning Balance	Net Activity	Ending Balance
General Fund	334,834.20	(443,412.10)	(108,577.90)
Grant Fund	(1,116.56)	(150.00)	(1,266.56)
Fire Assistance Fund		-	-
Debt Service Fund	26,730.34	-	26,730.34
Capital Fund	529,789.90	-	529,789.90
Total	890,237.88	(443,562.10)	446,675.78

Payment Register

From Payment Date: 3/13/2020 - To Payment Date: 4/9/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
<u>Check</u>									
8920	03/17/2020	Open			Accounts Payable	ABDO, EICK & MEYERS, LLP	\$9,000.00	\$9,000.00	\$0.00
8921	03/17/2020	Open			Accounts Payable	ASPEN MILLS	\$700.99	\$700.99	\$0.00
8922	03/17/2020	Open			Accounts Payable	BOUND TREE MEDICAL	\$883.30	\$883.30	\$0.00
8923	03/17/2020	Open			Accounts Payable	BRANDECKER/WILLIAM	\$1,083.00	\$1,083.00	\$0.00
8924	03/17/2020	Open			Accounts Payable	EMC FIRE	\$782.70	\$782.70	\$0.00
8925	03/17/2020	Open			Accounts Payable	GALLS, LLC	\$5.55	\$5.55	\$0.00
8926	03/17/2020	Open			Accounts Payable	HENRY SCHEIN	\$115.00	\$115.00	\$0.00
8927	03/17/2020	Open			Accounts Payable	IMAGE TREND	\$450.00	\$450.00	\$0.00
8928	03/17/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$233.94		
8929	03/17/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,208.69		
8930	03/17/2020	Open			Accounts Payable	INTERSTATE POWER SYSTEMS	\$60.00	\$60.00	\$0.00
8931	03/17/2020	Open			Accounts Payable	LEAGUE OF MN CITIES INS. TRUST	\$51,138.00	\$51,138.00	\$0.00
8932	03/17/2020	Open			Accounts Payable	LEVANDER, GILLEN & MILLER, P.A	\$538.00	\$538.00	\$0.00
8933	03/17/2020	Open			Accounts Payable	LOCAL GOVERNMENT INFORMATION	\$764.00	\$764.00	\$0.00
8934	03/17/2020	Open			Accounts Payable	MacQueen Emergency Group	\$102.62	\$102.62	\$0.00
8935	03/17/2020	Open			Accounts Payable	OXYGEN SERVICE COMPANY	\$34.79	\$34.79	\$0.00
8936	03/17/2020	Open			Accounts Payable	S ST PAUL/CITY OF	\$6,046.27	\$6,046.27	\$0.00
8937	03/17/2020	Open			Accounts Payable	SPOK, INC	\$68.08	\$68.08	\$0.00
8938	03/17/2020	Open			Accounts Payable	STANDARD INSURANCE COMPANY	\$1,397.33	\$1,397.33	\$0.00
8939	03/17/2020	Open			Accounts Payable	WENZEL/STEVE	\$190.79		
8940	03/19/2020	Open			Accounts Payable	Berry/ Wendy	\$100.00	\$100.00	\$0.00
8941	03/19/2020	Open			Accounts Payable	CARDMEMBER SERVICES	\$7,512.43	\$7,512.43	\$0.00
8942	03/19/2020	Open			Accounts Payable	CENTURY COLLEGE	\$231.00	\$231.00	\$0.00
8943	03/19/2020	Open			Accounts Payable	DAKOTA COUNTY TREASURER	\$1,516.45	\$1,516.45	\$0.00
8944	03/19/2020	Open			Accounts Payable	Flatley, William	\$100.00	\$100.00	\$0.00
8945	03/19/2020	Open			Accounts Payable	Francis, James	\$100.00	\$100.00	\$0.00
8946	03/19/2020	Open			Accounts Payable	Further	\$128.15	\$128.15	\$0.00
8947	03/19/2020	Open			Accounts Payable	LOWE'S COMMERCIAL SERVICES	\$151.29	\$151.29	\$0.00
8948	03/19/2020	Open			Accounts Payable	Napier/ David	\$100.00	\$100.00	\$0.00
8949	03/19/2020	Open			Accounts Payable	RED WING SHOE STORE	\$161.23	\$161.23	\$0.00
8950	03/19/2020	Open			Accounts Payable	WIPPERMANN/DENNIS	\$100.00	\$100.00	\$0.00
8957	03/31/2020	Open			Accounts Payable	ASPEN MILLS	\$1,872.05		
8958	03/31/2020	Open			Accounts Payable	AT&T MOBILITY	\$755.63		
8959	03/31/2020	Open			Accounts Payable	Cole Papers Inc	\$120.57		
8960	03/31/2020	Open			Accounts Payable	EMERGENCY APPARATUS MAINTENANC	\$1,512.51		
8961	03/31/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$233.94		
8962	03/31/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,208.69		
8963	03/31/2020	Open			Accounts Payable	LEVANDER, GILLEN & MILLER, P.A	\$793.00		
8964	03/31/2020	Open			Accounts Payable	METRO SALES, INC	\$365.92		
8965	03/31/2020	Open			Accounts Payable	MN Fire Service Certification Board	\$600.00		
8966	03/31/2020	Open			Accounts Payable	NAPA	\$91.98		
8967	03/31/2020	Open			Accounts Payable	NINTH BRAIN	\$96.00		
8968	03/31/2020	Open			Accounts Payable	OXYGEN SERVICE COMPANY	\$113.72		
8969	03/31/2020	Open			Accounts Payable	Riverland Laser	\$18.99		
8970	03/31/2020	Open			Accounts Payable	SOS Tech	\$371.75		
8971	03/31/2020	Open			Accounts Payable	Training Haus	\$150.00		

Payment Register

From Payment Date: 3/13/2020 - To Payment Date: 4/9/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
8972	03/31/2020	Open			Accounts Payable	ULINE	\$262.09		
Type Check Totals:							\$93,570.44	\$83,370.18	\$0.00
1-ANCHOR BAN - ANCHOR BANK Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$93,570.44	\$83,370.18
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$93,570.44	\$83,370.18

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$93,570.44	\$83,370.18
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$93,570.44	\$83,370.18

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$93,570.44	\$83,370.18
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$93,570.44	\$83,370.18

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$93,570.44	\$83,370.18
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$93,570.44	\$83,370.18

Payment Register

From Payment Date: 3/13/2020 - To Payment Date: 4/9/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
EFT									
1736	03/17/2020	Open			Accounts Payable	I C M A RETIREMENT CORP	\$985.00	\$985.00	\$0.00
1737	03/17/2020	Open			Accounts Payable	IRS - PR TAXES	\$19,199.31	\$19,199.31	\$0.00
1738	03/17/2020	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,355.93	\$6,355.93	\$0.00
1739	03/17/2020	Open			Accounts Payable	MN II LIFE -- HSA	\$2,145.31	\$2,145.31	\$0.00
1740	03/17/2020	Open			Accounts Payable	MSRS	\$250.00	\$250.00	\$0.00
1741	03/17/2020	Open			Accounts Payable	MSRS - HCSP	\$2,620.52	\$2,620.52	\$0.00
1742	03/17/2020	Open			Accounts Payable	NATIONWIDE	\$2,125.00	\$2,125.00	\$0.00
1743	03/17/2020	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$45,423.26	\$45,423.26	\$0.00
1744	03/27/2020	Open			Accounts Payable	HEALTHPARTNERS	\$38,681.99		
1745	03/27/2020	Open			Accounts Payable	I C M A RETIREMENT CORP	\$985.00	\$985.00	\$0.00
1746	03/27/2020	Open			Accounts Payable	IRS - PR TAXES	\$17,125.65	\$17,125.65	\$0.00
1747	03/27/2020	Open			Accounts Payable	MN DEPT OF REVENUE	\$5,686.22	\$5,686.22	\$0.00
1748	03/27/2020	Open			Accounts Payable	MN II LIFE -- HSA	\$2,145.31	\$2,145.31	\$0.00
1749	03/27/2020	Open			Accounts Payable	MSRS	\$250.00	\$250.00	\$0.00
1750	03/27/2020	Open			Accounts Payable	MSRS - HCSP	\$2,441.88	\$2,441.88	\$0.00
1751	03/27/2020	Open			Accounts Payable	NATIONWIDE	\$2,600.00	\$2,600.00	\$0.00
1752	03/27/2020	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$42,141.80	\$42,141.80	\$0.00
1753	03/27/2020	Open			Accounts Payable	Further	\$477.00	\$477.00	\$0.00
1754	03/31/2020	Open			Accounts Payable	OLD NATIONAL BANK	\$106.64	\$106.64	\$0.00
Type EFT Totals:							\$191,745.82	\$153,063.83	\$0.00
1-ANCHOR BAN - ANCHOR BANK Totals									

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$191,745.82	\$153,063.83
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	19	\$191,745.82	\$153,063.83

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$191,745.82	\$153,063.83
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	19	\$191,745.82	\$153,063.83

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$191,745.82	\$153,063.83
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	19	\$191,745.82	\$153,063.83

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$191,745.82	\$153,063.83
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	19	\$191,745.82	\$153,063.83



Account Classification	Adopted Budget	Current Month Transactions	YTD Transactions	YTD Balance	% used/ Rec'd	Prior Year YTD
Fund 101 - General Fund						
REVENUE						
Taxes	550,000.00	.00	53,262.57	496,737.43	10%	64,654.60
Intergovernmental Revenues	174,035.00	.00	349.89	173,685.11	0%	2,476.17
Charges for Services	5,464,281.00	40,493.90	701,685.77	4,762,595.23	13%	1,824,106.89
Other Revenue	35,500.00	654.68	3,373.11	32,126.89	10%	21,558.40
Other Financing Sources	.00	.00	775.00	(775.00)	+++	.00
REVENUE TOTALS	\$6,223,816.00	\$41,148.58	\$759,446.34	\$5,464,369.66	12%	\$1,912,796.06
EXPENSE						
Personal Services	5,524,024.00	424,815.44	1,532,854.89	3,991,169.11	28%	1,271,432.09
Supplies	177,754.00	7,554.04	15,826.76	161,927.24	9%	18,461.89
Contractual Services	389,052.00	39,413.58	85,824.75	303,227.25	22%	78,800.82
Other Charges	132,985.00	10,491.37	27,202.97	105,782.03	20%	25,119.12
Capital Outlay	.00	.00	.00	.00	+++	.00
Debt Service	.00	.00	.00	.00	+++	.00
Other Financing Uses	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$6,223,815.00	482,274.43	1,661,709.37	\$4,562,105.63	27%	\$1,393,813.92
Fund 101 - General Fund Totals						
REVENUE TOTALS	6,223,816.00	41,148.58	759,446.34	5,464,369.66	12%	1,912,796.06
EXPENSE TOTALS	6,223,815.00	482,274.43	1,661,709.37	4,562,105.63	27%	1,393,813.92
Fund 101 - General Fund Totals	\$1.00	(\$441,125.85)	(\$902,263.03)	\$902,264.03		\$518,982.14
Fund 201 - Grant Fund						
REVENUE						
Intergovernmental Revenues	.00	.00	.00	.00	0%	.00
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
EXPENSE						
Contractual Services	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 301 - Debt Service						
REVENUE						
Intergovernmental Revenues	183,650.00	.00	.00	183,650.00	0%	51,337.00
REVENUE TOTALS	\$183,650.00	\$0.00	.00	\$183,650.00	+++	\$51,337.00
EXPENSE						
Contractual Services	183,650.00	.00	.00	183,650.00	+++	.00
EXPENSE TOTALS	\$183,650.00	\$0.00	\$0.00	\$183,650.00	+++	\$0.00
Fund 301 - Debt Totals						
REVENUE TOTALS	183,650.00	.00	.00	183,650.00	+++	51,337.00
EXPENSE TOTALS	183,650.00	.00	.00	183,650.00	+++	.00
Fund 301 - Debt Totals	\$0.00	\$0.00	\$0.00	\$0.00		\$51,337.00
Fund 401 - Capital Projects						
REVENUE						
Intergovernmental Revenues	.00	.00	.00	.00	+++	.00
Charges for Services	108,354.00	.00	13,544.00	94,810.00	0	.00
Other Revenue	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$108,354.00	\$0.00	\$13,544.00	\$94,810.00		\$0.00
EXPENSE						
Other Charges	.00	.00	.00	.00	+++	.00
Capital Outlay	162,709.00	10,429.92	10,429.92	152,279.08	6%	2,910.24
Other Financing Uses	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$162,709.00	\$10,429.92	\$10,429.92	\$152,279.08	6%	\$2,910.24
Fund 401 - Capital Projects						
REVENUE TOTALS	108,354.00	.00	13,544.00	94,810.00	0	.00
EXPENSE TOTALS	162,709.00	10,429.92	10,429.92	152,279.08	6%	2,910.24
Fund 401 - Capital Projects	(\$54,355.00)	(\$10,429.92)	\$3,114.08	(\$57,469.08)		(\$2,910.24)
Grand Totals						
REVENUE TOTALS	6,515,820.00	41,148.58	772,990.34	5,742,829.66	12%	1,964,133.06
EXPENSE TOTALS	6,570,174.00	482,274.43	1,672,139.29	5,456,221.40	25%	1,396,724.16
Grand Totals	(\$54,354.00)	(\$441,125.85)	(\$899,148.95)	\$286,608.26		\$567,408.90



2020 Run Summary

South Metro Fire Department

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTAL	2019 YTD TOTAL
FIRE INCIDENTS														
111 Building fire	3	4	3										10	8
112 Fire in structure other than in a building													0	1
113 Cooking fire, confined to container													0	4
114 Chimney fire													0	
116 Fuel													0	1
118 Trash													0	2
121 Fire in mobile home used as fixed residence													0	
130 Mobile property (vehicle) fire, other			1										1	
131 Passenger vehicle fire	1	1											2	3
132 Road Freight or transport vehicle fire													0	1
133 Rail vehicle fire													0	
134 Water vehicle fire													0	
135 Aircraft Fire													0	
138 Off-road vehicle or heavy equipment fire													0	
142 Brush or bursh & grass mixture fire													0	2
143 Grass Fire													0	
151 Outside rubbish fire													0	
154 Dumpster fire			1										1	2
163 Outside equipment fire													0	
	4	5	5	0	0	0	0	0	0	0	0	0	14	24
OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT (NO FIRE)														
200 Overpressure rupture, explosion, overheat other													0	
243 Fireworks explosion (no fire)													0	
251 Excessive heat, scorch burns with no ignition	3	2	5										10	9
	3	2	5	0	0	0	0	0	0	0	0	0	10	9
RESCUE & EMERGENCY MEDICAL SERVICE														
311 Medical assist, assist EMS crew	1												1	1
321 EMS call, excluding vehicle accident with injury	435	378	409										1222	1160
322 Motor vehicle accident with injuries	6	4	2										12	23
323 Motor vehicle/pedestrian accident (MV Ped)													0	
324 Motor vehicle accident with no injuries.	5		4										9	8
341 Search for person on land													0	
350 Extrication, rescue, other													0	1
352 Extrication of victims from vehicle													0	
353 Removal of victim(s) from stalled elevator	1												1	6
355 Confined Space Rescue													0	
357 Extrication of victim(s) from machinery													0	
360 Water & ice related rescue, other													0	
361 Swimming/recreational water areas rescue													0	
362 Ice Rescue													0	
365 Watercraft rescue			1										1	
372 Trapped by power lines0													0	
381 Rescue or EMS standby													0	
	448	382	416	0	0	0	0	0	0	0	0	0	1246	1199
HAZARDOUS CONDITION (NO FIRE)														
400 Hazardous condition, other			1										1	2
411 Gasoline or other flammable liquid spill			1										1	
412 Gas leak (natural gas or LPG)	3	3	1										7	6
413 Oil spill	1												1	1
421 Chemical hazard (no spill or leak)													0	
422 Chemical spill or leak			1										1	
424 Carbon monoxide incident		1											1	13
440 Electrical equipment problem			1										1	3
442 Overheated motor	2													
444 Power line down	1												1	
445 Arch, shorted electrical equipment	1		1										2	6
451														
461 Building or structure weakened or collapsed													0	
462 Aircraft standby													0	
463 Vehicle accident, cleanup													0	1
471 Explosive, bomb removal													0	
481 Attempt to burn													0	
	8	6	4	0	0	0	0	0	0	0	0	0	18	32
SERVICE CALL														
500 Service Call, other													0	4
510 Person in distress, other													0	1
519 Person in distress													0	
520 Water problem, other													0	1
522 Water or steam leak	1	2											3	
531 Smoke or odor removal	1		1										2	2
551 Assist police or other governmental agency	4	4	11										19	30
553 Public service	7	5	1										13	6
554 Assist invalid	33	23	19										75	86
561 Unauthorized burning			3										3	5
	46	34	35	0	0	0	0	0	0	0	0	0	115	135



2020 Run Summary

South Metro Fire Department

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTAL	2019 YTD TOTAL
GOOD INTENT CALL														
600 Good intent call, other		2	1										3	8
611 Dispatched & canceled en route	11	14	23										48	55
621 Wrong location		1											1	
622 No incident found on arrival at dispatch address	6	6	3										15	17
631 Authorized controlled burning			2										2	2
650 Steam, gas, other mistaken for smoke													0	
651 Smoke scare, odor of smoke	3	2	2										7	6
652 Steam, vapor, fog or dust thought to be smoke													0	
653 Smoke from barbeque, tar kettle													0	
661 EMS call, party transported by non-fire agency (661)													0	
671 HazMat release investigation w/no HazMat	1	5	1										7	6
	21	30	32	0	0	0	0	0	0	0	0	0	83	94
FALSE ALARM & FALSE CALL														
700 False alarm or false call, other													0	
710 Malicious false call													0	
714 Central Station, malicious false alarm			1										1	3
715 Local alarm system, malicious false call			1										1	2
721 Bomb scare - no bomb													0	
730 System malfunction, other													0	
731 Sprinkler activation due to malfunction	3	1											4	6
732 Extinguishment system activation malfunction		2											2	
733 Smoke detector activation due to malfunction	4	4	1										9	5
735 Alarm system sounded due to malfunction	1	4											5	11
736 CO detector activation due to malfunction		1	1										2	5
740 Unintentional transmission of alarm, other			1										1	
741 Sprinkler activation, no fire - unintentional		1											1	2
743 Smoke detector activation, unintentional	8	6	6										20	7
744 Detector activation, no fire - unintentional	1	2	2										5	1
745 Alarm system activation, no fire - unintentional	2	5											7	8
7451 False Alarm	2	6	2										10	22
746 Carbon monoxide detector activation, no CO	6	3	3										12	5
	27	30	23	0	0	0	0	0	0	0	0	0	80	77
SEVERE WEATHER & NATURAL DISASTER														
814 Lightning strike (no fire)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SPECIAL INCIDENT TYPE														
900 Special type of incident, other													0	1
911 Citizen Complaint	1												1	1
	1	0	0	0	0	0	0	0	0	0	0	0	1	2
Not Reported	2	1	1										4	9
	2	1	1	0	0	0	0	0	0	0	0	0	4	9
MONTHLY RUN TOTAL	560	490	521	0	0	0	0	0	0	0	0	0	1571	1581
BLS Transports	160	125	134										419	373



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

Phone: (651) 552-4176 • FAX: (651) 552-4195

www.southmetrofire.com

DATE: April 15, 2020

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: General Updates

Summary:

Below are updates on some current topics:

Par360 agreement with Blue Peak LLC

Kori has finished updating the contract. The contract was sent to Dr. Gavian for her review. I am awaiting her response. I hope to bring the updated contract before the board at the May meeting.

May Board Meeting

In years past the board has chosen to invite both city councils to the May board meeting. This meeting has included a presentation by the Fire Chief reviewing the previous year and discussion on future needs of the department.

If the board would still like to hold a joint meeting, we should plan on having this meeting via WebEx.

Corona Virus

A lot has transpired relating to Covid-19 in the last month. We have taken significant steps to ensure our staff is protected including closing the stations to the public, any vendors that are in the stations performing required work must wear a mask, staff must wear a mask in the station if they cannot maintain social distancing, staff must wear an N95 and goggles on all calls except when wearing an SCBA, staff must wear a mask when outside the stations, the pandemic protocol response was implemented at the DCC, addresses are getting flagged in our CAD system of positive or suspected positive residents (if we can get the information), the stations apparatus are disinfected every morning, and the ambulances are disinfected at the hospital if a suspected or confirmed covid-19 patient is transported.

We have had on firefighter test positive for Covid-19. He is feeling better as of Thursday April 9th and will be returning to work on Monday April 13th. No other staff that worked with him have shown any signs or symptoms.

At this time, we have enough PPE, but we are always sourcing more to increase our stock.

Fire Engines

We received word that our two fire engines will be entering the next phase of production. Anticipated completion in late May or early June. We are excited to get the new trucks in service.