



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: June 16, 2021 at 4:30 PM
Meeting Place: South St. Paul, Training Room

- I. Roll Call
Board Members: Berry, Francis, Napier, Seaberg, Wippermann
- II. Adopt Agenda
- III. Communications/Recognitions
 - a. None
- IV. Consent Agenda
 - a. [May 19, 2021 Meeting Minutes](#)
 - b. [May 2021 List of Claims](#)
 - c. [May 2021 Bank Reconciliation](#)
 - d. [May 2021 Month End Budget Report](#)
 - e. [May 2021 Run Summary Report](#)
- V. Committee Reports
 - a. Budget Committee
 - b. Finance Committee
- VI. Agenda Items
 - a. [Budget Extension Request](#)
 - b. [Compensation Study](#)
 - c. Other
- VII. Public Comment
- VIII. Adjourn

Next Regular Meeting – July 21, 2021 West St. Paul

We will be having a badging ceremony for our new personnel following the August 18th meeting.

MINUTES

SOUTH METRO FIRE DEPARTMENT BOARD OF DIRECTORS

Wednesday May 19, 2021
South St Paul Training Room

Members Present: Tom Seaberg, Dennis Wippermann, Wendy Berry, Jimmy Francis, Dave Napier

Also Present: Mark Juelfs, Joel Hanson, Char Stark, Clara Hilger, Deb Wheeler, Mike Nelson, Pat Noack, Andy Dahlinger, Matt Dinneen.

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

ADOPT AGENDA

Motion was made to adopt the Agenda by Seaberg seconded Wippermann.
Motion carried.

COMMUNICATIONS/RECOGNITIONS

None

CONSENT AGENDA

Motion was made to approve the Consent Agenda by Napier; seconded by Francis.
Motion carried.

COMMITTEE REPORTS

None

AGENDA ITEMS

Staffing Discussion

Chief Juelfs provided information for discussion on adding operational staff. Since the first year of operation in 2008, South Metro had 33 operational staff and in 2020 we had 35 operational staff. The call volume has risen by 46.3% in the twelve years of operation and the staffing has increased 6%

The development of multi-family housing complexes in both cities could add an additional 500-1500 calls per year. Chief Juelfs would like to propose having Ambulance 3 be staffed 84 hours a week instead of the 40 hours we currently staff it. The increase in transports would partially offset the cost of additional staff. He also suggested applying for the SAFER Grant in February 2022 asking for two to five additional personnel. The grant, which is not a guarantee, pays for 75% of salary and benefits for the first two years and 35% the third year. The Board was very supportive and asked Chief Juelfs to present the costs for increasing staff to the budget committee.

Covid-19

At the request of the Board, Chief Juelfs presented an expense report detailing the cost of Covid-19. The crews responded to 367 Covid coded calls. Personnel, apparatus, dispatch, and supply costs totaled \$91,266.00.

Civil Unrest Expense

At the request of the Board, Chief Juelfs presented an expense report detailing the overtime cost associated with the four dates the department prepared for civil unrest. There were 344 hours of staff time totaling \$20,050.08.

Updates

New Hires

The four new Firefighters have been assigned to their shift and will complete the 12-week field training program. By mid-July they will be independent crewmembers.

Covid-19

No personnel have tested positive this last month. We have lifted the mask policy and have started the Pub Ed programs and blood pressure checks.

Ladder 1 Replacement

Both Cities have indicated they will contribute \$325,00 in 2022 to replace Ladder 1. Once a firm price and timeline are in place for the order, Chief Juelfs will bring the replacement plan back to the Board for final approval.

PUBLIC COMMENT

None

MOTION TO ADJOURN

Motion to adjourn by Seaberg; seconded by Wippermann.
Motion carried.

The next regular meeting is scheduled on June 16, at 4:30 pm in South St Paul.

Respectfully submitted By:

Deb Wheeler

SOUTH METRO FIRE

Summary of List of Claims
Board Meeting of June 16, 2021

PAYROLL CHECK REGISTER:

Payroll Period	5/3 - 5/16	
Date Paid	5/21/2021	\$ 106,914.79
Direct Deposit		

Payroll Period	5/17 - 5/30	
Date Paid	6/4/2021	\$ 106,530.92
Direct Deposit		

Payroll Period		
Date Paid		
Direct Deposit		

TOTAL NET PAYROLL

\$ 213,445.71

DISBURSEMENT CHECK REGISTER:

Checks	9582 - 9645	\$ 79,242.06
EFTS	2023 - 2052	\$ 380,324.49

TOTAL DISBURSEMENT CHECKS

\$459,566.55

TOTAL PAYROLL, DISBURSEMENTS, ACH'S

\$673,012.26

Payment Register

From Payment Date: 5/10/2021 - To Payment Date: 6/11/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
<u>Check</u>									
9582	05/12/2021	Open			Accounts Payable	ASPEN MILLS	\$451.10	\$451.10	\$0.00
9583	05/12/2021	Open			Accounts Payable	BOUND TREE MEDICAL	\$439.10	\$439.10	\$0.00
9584	05/12/2021	Open			Accounts Payable	EMERGENCY APPARATUS MAINTENANC	\$8,802.57	\$8,802.57	\$0.00
9585	05/12/2021	Open			Accounts Payable	GANFIELD/JACOB	\$67.57	\$67.57	\$0.00
9586	05/12/2021	Open			Accounts Payable	HENRY SCHEIN	\$52.33	\$52.33	\$0.00
9587	05/12/2021	Open			Accounts Payable	IMAGE TREND	\$450.00	\$450.00	\$0.00
9588	05/12/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$281.05	\$281.05	\$0.00
9589	05/12/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,204.50	\$1,204.50	\$0.00
9590	05/12/2021	Open			Accounts Payable	Jefferson Fire & Safety, Inc	\$79.25	\$79.25	\$0.00
9591	05/12/2021	Open			Accounts Payable	LOCAL GOVERNMENT INFORMATION	\$3,572.45	\$3,572.45	\$0.00
9592	05/12/2021	Open			Accounts Payable	LOWE'S COMMERCIAL SERVICES	\$10.14	\$10.14	\$0.00
9593	05/12/2021	Open			Accounts Payable	NAPA	\$5.69	\$5.69	\$0.00
9594	05/12/2021	Open			Accounts Payable	NINTH BRAIN	\$96.00	\$96.00	\$0.00
9595	05/12/2021	Open			Accounts Payable	PERFORMANCE PLUS	\$206.00		
9596	05/12/2021	Open			Accounts Payable	PRAXAIR	\$103.22	\$103.22	\$0.00
9597	05/12/2021	Open			Accounts Payable	PREMIER SPECIALTY VEHICLES	\$90.24	\$90.24	\$0.00
9598	05/12/2021	Open			Accounts Payable	S ST PAUL/CITY OF	\$5,744.53	\$5,744.53	\$0.00
9599	05/12/2021	Open			Accounts Payable	US Bank Equipment Finance	\$327.60	\$327.60	\$0.00
9600	05/18/2021	Open			Accounts Payable	ABDO, EICK & MEYERS, LLP	\$10,132.00	\$10,132.00	\$0.00
9601	05/25/2021	Open			Accounts Payable	Berry/ Wendy	\$100.00		
9602	05/25/2021	Open			Accounts Payable	CARDMEMBER SERVICES	\$6,537.41		
9603	05/25/2021	Open			Accounts Payable	DAKOTA COUNTY TREASURER	\$1,516.45		
9604	05/25/2021	Open			Accounts Payable	Francis, James	\$100.00		
9605	05/25/2021	Open			Accounts Payable	Further	\$120.70		
9606	05/25/2021	Open			Accounts Payable	GALLS, LLC	\$502.20		
9607	05/25/2021	Open			Accounts Payable	HENRY SCHEIN	\$764.55		
9608	05/25/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$281.05		
9609	05/25/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,204.50		
9610	05/25/2021	Open			Accounts Payable	MacQueen Emergency Group	\$1,190.23	\$1,190.23	\$0.00
9611	05/25/2021	Open			Accounts Payable	Napier/ David	\$100.00		
9612	05/25/2021	Open			Accounts Payable	Seaberg, Thomas	\$100.00		
9613	05/25/2021	Open			Accounts Payable	SPOK, INC	\$116.69		
9614	05/25/2021	Open			Accounts Payable	ULINE	\$349.10		
9615	05/25/2021	Open			Accounts Payable	WIPPERMANN/DENNIS	\$100.00		
9616	05/26/2021	Open			Accounts Payable	ASPEN MILLS	\$856.02		
9617	05/26/2021	Open			Accounts Payable	EHLERT/ROBERT	\$96.00		
9618	05/26/2021	Open			Accounts Payable	GALLS, LLC	\$404.12		
9619	05/26/2021	Open			Accounts Payable	GRAFIX	\$5,553.00		
9620	05/26/2021	Open			Accounts Payable	Jefferson Fire & Safety, Inc	\$327.29		
9621	05/26/2021	Open			Accounts Payable	JOHNSON/TERRANCE	\$127.46	\$127.46	\$0.00
9622	05/26/2021	Open			Accounts Payable	MINNESOTA FIRE SERVICE CERTIFICATION BOARD	\$240.00		
9623	05/26/2021	Open			Accounts Payable	OXYGEN SERVICE COMPANY	\$75.84		
9624	05/26/2021	Open			Accounts Payable	SOS Tech	\$79.39		
9625	05/26/2021	Open			Accounts Payable	Zinniel/ Joe	\$207.75	\$207.75	\$0.00
9626	06/07/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$281.05		

Payment Register

From Payment Date: 5/10/2021 - To Payment Date: 6/11/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference	
9627	06/07/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,204.50			
9628	06/07/2021	Open			Accounts Payable	STANDARD INSURANCE COMPANY	\$1,401.74			
9629	06/10/2021	Open			Accounts Payable	APPELHOLM/ANGELINE	\$74.99			
9630	06/10/2021	Open			Accounts Payable	ASPEN MILLS	\$274.31			
9631	06/10/2021	Open			Accounts Payable	AT&T MOBILITY	\$983.59			
9632	06/10/2021	Open			Accounts Payable	BESSERMIN/JASON	\$528.75			
9633	06/10/2021	Open			Accounts Payable	Brandecker, Billy	\$119.98			
9634	06/10/2021	Open			Accounts Payable	EQUIPMENT MANAGEMENT CO	\$296.00			
9635	06/10/2021	Open			Accounts Payable	GALLS, LLC	\$603.32			
9636	06/10/2021	Open			Accounts Payable	IMAGE TREND	\$450.00			
9637	06/10/2021	Open			Accounts Payable	Jefferson Fire & Safety, Inc	\$10,267.40			
9638	06/10/2021	Open			Accounts Payable	Kutney, Shawn	\$139.40			
9639	06/10/2021	Open			Accounts Payable	LEAGUE OF MN CITIES INS. TRUST	\$378.68			
9640	06/10/2021	Open			Accounts Payable	LOCAL GOVERNMENT INFORMATION	\$1,711.50			
9641	06/10/2021	Open			Accounts Payable	LOWE'S COMMERCIAL SERVICES	\$1,041.28			
9642	06/10/2021	Open			Accounts Payable	PRAXAIR	\$332.10			
9643	06/10/2021	Open			Accounts Payable	RED WING SHOE STORE	\$72.25			
9644	06/10/2021	Open			Accounts Payable	S ST PAUL/CITY OF	\$5,744.53			
9645	06/10/2021	Open			Accounts Payable	US Bank Equipment Finance	\$171.60			
Type Check Totals:										
1-ANCHOR BAN - ANCHOR BANK Totals								\$79,242.06	\$33,434.78	\$0.00

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	64	\$79,242.06	\$33,434.78
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	64	\$79,242.06	\$33,434.78

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	64	\$79,242.06	\$33,434.78
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	64	\$79,242.06	\$33,434.78

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	64	\$79,242.06	\$33,434.78
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	64	\$79,242.06	\$33,434.78

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	64	\$79,242.06	\$33,434.78
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	64	\$79,242.06	\$33,434.78

Payment Register

From Payment Date: 5/10/2021 - To Payment Date: 6/11/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
EFT									
2023	05/12/2021	Open			Accounts Payable	HEALTHPARTNERS	\$42,935.59	\$42,935.59	\$0.00
2024	05/12/2021	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,285.00	\$1,285.00	\$0.00
2025	05/12/2021	Open			Accounts Payable	IRS - PR TAXES	\$19,856.27	\$19,856.27	\$0.00
2026	05/12/2021	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,503.50	\$6,503.50	\$0.00
2027	05/12/2021	Open			Accounts Payable	MN II LIFE -- HSA	\$1,818.46	\$1,818.46	\$0.00
2028	05/12/2021	Open			Accounts Payable	MSRS	\$275.00	\$275.00	\$0.00
2029	05/12/2021	Open			Accounts Payable	MSRS - HCSP	\$2,412.03	\$2,412.03	\$0.00
2030	05/12/2021	Open			Accounts Payable	NATIONWIDE	\$2,545.00	\$2,545.00	\$0.00
2031	05/12/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$46,517.06	\$46,517.06	\$0.00
2032	05/25/2021	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,285.00	\$1,285.00	\$0.00
2033	05/25/2021	Open			Accounts Payable	IRS - PR TAXES	\$21,250.55	\$21,250.55	\$0.00
2034	05/25/2021	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,973.02	\$6,973.02	\$0.00
2035	05/25/2021	Open			Accounts Payable	MN II LIFE -- HSA	\$1,818.46	\$1,818.46	\$0.00
2036	05/25/2021	Open			Accounts Payable	MSRS	\$275.00	\$275.00	\$0.00
2037	05/25/2021	Open			Accounts Payable	MSRS - HCSP	\$2,539.20	\$2,539.20	\$0.00
2038	05/25/2021	Open			Accounts Payable	NATIONWIDE	\$2,545.00	\$2,545.00	\$0.00
2039	05/25/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$48,848.91	\$48,848.91	\$0.00
2040	05/31/2021	Open			Accounts Payable	OLD NATIONAL BANK	\$11.00		
2041	05/31/2021	Open			Accounts Payable	OLD NATIONAL BANK	\$107.28		
2042	05/31/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$0.01		
2043	06/07/2021	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,285.00		
2044	06/07/2021	Open			Accounts Payable	IRS - PR TAXES	\$21,100.04		
2045	06/07/2021	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,897.26		
2046	06/07/2021	Open			Accounts Payable	MN II LIFE -- HSA	\$1,818.46		
2047	06/07/2021	Open			Accounts Payable	MSRS	\$275.00		
2048	06/07/2021	Open			Accounts Payable	MSRS - HCSP	\$2,503.60		
2049	06/07/2021	Open			Accounts Payable	NATIONWIDE	\$2,545.00		
2050	06/07/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$48,363.20		
2051	06/07/2021	Open			Accounts Payable	HEALTHPARTNERS	\$42,935.59		

Payment Register

From Payment Date: 5/10/2021 - To Payment Date: 6/11/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
2052	06/07/2021	Open			Accounts Payable	Further	\$42,800.00		
Type EFT Totals:							\$380,324.49	\$209,683.05	\$0.00
1-ANCHOR BAN - ANCHOR BANK Totals									

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	30	\$380,324.49	\$209,683.05
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	30	\$380,324.49	\$209,683.05

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	30	\$380,324.49	\$209,683.05
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	30	\$380,324.49	\$209,683.05

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	30	\$380,324.49	\$209,683.05
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	30	\$380,324.49	\$209,683.05

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	30	\$380,324.49	\$209,683.05
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	30	\$380,324.49	\$209,683.05

**South Metro Fire Department
BANK RECONCILIATION
May 31, 2021**

Old National Bank	
Ending Balance - Checking	\$ 1,745,650.83
Ending Balance - Savings Account	247,228.18
Outstanding Disbursement Checks	(24,215.02)
DIT	0.00
Adjustments:	
RECONCILED BALANCE	\$ 1,968,663.99

CITY TREASURER'S BALANCE:	
Previous Month's Reconciled Balance	\$ 2,397,556.22
Daily Receipts Posted	48,821.43
Disbursement Checks Issued	(268,456.61)
Payroll Checks and Direct Deposits	(209,268.05)
Rev Prior Month Adj:	16.00
Returned Deposit	(5.00)
RECONCILED BALANCE	\$ 1,968,663.99

CASH ACCOUNT BALANCE:		\$ 1,968,668.99
Adjustments		(5.00)
RECONCILED BALANCE		\$ 1,968,663.99

Cash by Fund:

		Beginning Balance	Net Activity	Ending Balance
General Fund	101-10101	1,522,424.56	(791,144.97)	731,279.59
Grant Fund		899.44	(2,717.76)	(1,818.32)
Fire Assistance Fund		-	-	-
Debt Service Fund	301-10101	(124.66)	-	(124.66)
Capital Fund	401-10101	874,446.38	364,886.00	1,239,332.38
	Total	2,397,645.72	(428,976.73)	1,968,668.99



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	62,805.33	487,194.67	11%	53,262.57
Intergovernmental Revenues	183,534.00	.00	5,928.18	177,605.82	3%	868.81
Charges for Services	5,576,741.00	48,890.39	2,690,167.38	2,886,573.62	48%	2,610,403.84
Other Revenue	50,000.00	.00	1,632.25	48,367.75	3%	4,691.33
Other Financing Sources	.00	.00	18,484.22	(18,484.22)	+++	775.00
REVENUE TOTALS	\$6,360,275.00	\$48,890.39	\$2,779,017.36	\$3,581,257.64	44%	\$2,670,001.55
EXPENSE						
Personal Services	5,667,793.00	419,093.91	2,163,022.19	3,504,770.81	38%	2,225,128.49
Supplies	178,279.00	16,084.09	56,073.55	122,205.45	31%	30,650.01
Contractual Services	382,443.00	24,447.74	160,127.23	222,315.77	42%	116,336.64
Other Charges	131,759.00	13,821.50	52,480.66	79,278.34	40%	33,467.45
Capital Outlay	.00	.00	.00	.00	+++	.00
Debt Service	.00	.00	.00	.00	+++	.00
Other Financing Uses	.00	366,171.00	366,171.00	(366,171.00)	+++	.00
EXPENSE TOTALS	\$6,360,274.00	839,618.24	2,797,874.63	\$3,562,399.37	44%	\$2,405,582.59
Fund 101 - General Fund Totals						
REVENUE TOTALS	6,360,275.00	48,890.39	2,779,017.36	3,581,257.64	44%	2,670,001.55
EXPENSE TOTALS	6,360,274.00	839,618.24	2,797,874.63	3,562,399.37	44%	2,405,582.59
Fund 101 - General Fund Totals	\$1.00	(\$790,727.85)	(\$18,857.27)	\$18,858.27		\$264,418.96
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%	.00
REVENUE TOTALS	\$183,650.00	.00	.00	\$183,650.00	+++	\$0.00
EXPENSE						
Contractual Services	183,650.00	.00	26,855.00	156,795.00	+++	.00
EXPENSE TOTALS	\$183,650.00	.00	26,855.00	\$156,795.00	+++	\$0.00
Fund 301 - Debt Totals						
REVENUE TOTALS	183,650.00	.00	.00	183,650.00	+++	.00
EXPENSE TOTALS	183,650.00	.00	26,855.00	156,795.00	+++	.00
Fund 301 - Debt Totals	\$0.00	\$0.00	(\$26,855.00)	\$26,855.00		\$0.00
Fund 401 - Capital Projects						
REVENUE						
Intergovernmental Revenues	.00	.00	.00	.00	+++	13,544.00
Charges for Services	130,026.00	.00	65,012.00	65,014.00	0	40,632.00
Other Revenue	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	366,171.00	366,171.00	.00	+++	.00
REVENUE TOTALS	\$130,026.00	\$366,171.00	\$431,183.00	\$65,014.00		\$54,176.00
EXPENSE						
Motor Vehicles	276,000.00	1,285.00	16,209.57	259,790.43	6%	.00
Office Equipment	20,843.00	.00	4,599.00	16,244.00	22%	17,628.24
Other Equipment	9,000.00	.00	.00	9,000.00	0%	.00
EXPENSE TOTALS	\$305,843.00	\$1,285.00	\$20,808.57	\$285,034.43	7%	\$17,628.24
Fund 401 - Capital Projects						
REVENUE TOTALS	130,026.00	366,171.00	431,183.00	(301,157.00)	0	54,176.00
EXPENSE TOTALS	305,843.00	1,285.00	20,808.57	285,034.43	7%	17,628.24
Fund 401 - Capital Projects	(\$175,817.00)	\$364,886.00	\$410,374.43	(\$586,191.43)		\$36,547.76
Grand Totals						
REVENUE TOTALS	6,673,951.00	415,061.39	3,210,300.36	3,463,650.64	48%	2,770,090.55
EXPENSE TOTALS	6,849,767.00	840,903.24	2,845,538.20	4,004,228.80	42%	2,396,355.83
Grand Totals	(\$175,816.00)	(\$425,841.85)	\$364,762.16	(\$540,578.16)		\$373,734.72



2021 Run Summary

South Metro Fire Department

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTAL	2020 YTD TOTAL
FIRE INCIDENTS														
111 Building fire	3	4	3	1	4								15	19
112 Fire in structure other than in a building													0	
113 Cooking fire, confined to container	1		1	1	1								4	1
114 Chimney fire													0	1
116 Fuel	1			1									2	
118 Trash		1	1										2	
121 Fire in mobile home used as fixed residence													0	
130 Mobile property (vehicle) fire, other													0	1
131 Passenger vehicle fire	3	1			1								5	3
132 Road Freight or transport vehicle fire													0	
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				1									1	1
143 Grass Fire													0	1
151 Outside rubbish fire					1								1	
154 Dumpster fire					1								1	1
163 Outside equipment fire													0	2
	8	6	5	4	8	0	0	0	0	0	0	0	31	30
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	5	1	3	1	2	0	0	0	0	0	0	0	12	16
	5	1	3	1	2	0	0	0	0	0	0	0	12	16
RESCUE & EMERGENCY MEDICAL SERVICE														
311 Medical assist, assist EMS crew													0	2
321 EMS call, excluding vehicle accident with injury	410	379	432	440	473								2134	1982
322 Motor vehicle accident with injuries	4	8	5	8	8								33	24
323 Motor vehicle/pedestrian accident (MV Ped)					1								1	2
324 Motor vehicle accident with no injuries.	2	6	4	3									15	15
341 Search for person on land			1										1	
350 Extrication, rescue, other													0	1
352 Extrication of victims from vehicle													0	
353 Removal of victim(s) from stalled elevator			1										1	3
355 Confined Space Rescue													0	
357 Extrication of victim(s) from machinery			1										1	
360 Water & ice related rescue, other													0	1
361 Swimming/recreational water areas rescue													0	
362 Ice Rescue													0	
365 Watercraft rescue													0	1
372 Trapped by power lines0													0	
381 Rescue or EMS standby													0	
	416	393	444	451	482	0	0	0	0	0	0	0	2186	2031
HAZARDOUS CONDITION (NO FIRE)														
400 Hazardous condition, other													0	1
411 Gasoline or other flammable liquid spill				2									2	4
412 Gas leak (natural gas or LPG)	2	4	4	1	3								14	10
413 Oil spill													1	1
421 Chemical hazard (no spill or leak)													0	1
422 Chemical spill or leak													0	1
424 Carbon monoxide incident	3	2	1	2	2								10	1
440 Electrical equipment problem				2	1								3	5
442 Overheated motor	1	3	4	3										1
444 Power line down	1		1		1								3	4
445 Arch, shorted electrical equipment		1			3								4	5
451														
461 Building or structure weakened or collapsed													0	
462 Aircraft standby													0	
463 Vehicle accident, cleanup													0	
471 Explosive, bomb removal													0	
481 Attempt to burn													0	
	7	10	10	10	10	0	0	0	0	0	0	0	47	34
SERVICE CALL														
500 Service Call, other					2								2	2
510 Person in distress, other													0	
519 Person in distress													0	
520 Water problem, other													0	
522 Water or steam leak		1											1	3
531 Smoke or odor removal	1	2	1	2	1								7	3
551 Assist police or other governmental agency	5	5	11	9	7								37	38
553 Public service	1	9	1		14								25	20
554 Assist invalid	42	41	39	46	53								221	189
561 Unauthorized burning		1	4	2	6								13	20
	49	59	56	59	83	0	0	0	0	0	0	0	306	275



2021 Run Summary

South Metro Fire Department

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTAL	2020 YTD TOTAL
GOOD INTENT CALL														
600 Good intent call, other	2	4		1	2								9	7
611 Dispatched & canceled en route	21	8	8	19	12								68	93
621 Wrong location													0	1
622 No incident found on arrival at dispatch address	10	6	9	6	6								37	29
631 Authorized controlled burning			1	1	1								3	9
650 Steam, gas, other mistaken for smoke		1											1	
651 Smoke scare, odor of smoke		2	5	1	3								11	9
652 Steam, vapor, fog or dust thought to be smoke	1		1										2	
653 Smoke from barbeque, tar kettle					1								1	
661 EMS call, party transported by non-fire agency (661)													0	
671 HazMat release investigation w/no HazMat	2	1	3										6	7
	36	22	27	28	25	0	0	0	0	0	0	0	138	155
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	2	1	3	2	1								9	4
721 Bomb scare - no bomb													0	
730 System malfunction, other													0	
731 Sprinkler activation due to malfunction	1	5		2									8	4
732 Extinguishment system activation malfunction													0	2
733 Smoke detector activation due to malfunction	1	3	4	1	2								11	17
735 Alarm system sounded due to malfunction	1	6	3		3								13	7
736 CO detector activation due to malfunction		1		3	2								6	2
740 Unintentional transmission of alarm, other					1								1	1
741 Sprinkler activation, no fire - unintentional			2	1	2								5	9
743 Smoke detector activation, unintentional	4	5	6	5	2								22	27
744 Detector activation, no fire - unintentional		2			1								3	7
745 Alarm system activation, no fire - unintentional	2	4	2	3	4								15	12
7451 False Alarm	4	4	5	5	7								25	21
746 Carbon monoxide detector activation, no CO	2	1	2	1									6	15
	17	32	28	23	25	0	0	0	0	0	0	0	125	131
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	
911 Citizen Complaint				1									1	4
	0	0	0	1	0	0	0	0	0	0	0	0	1	4
Not Reported			2										2	4
	0	0	2	0	0	0	0	0	0	0	0	0	2	4
MONTHLY RUN TOTAL	538	523	575	577	635	0	0	0	0	0	0	0	2848	2680
BLS Transports	138	139	154	149	173								753	648



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

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

www.southmetrofire.com

DATE: June 16, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: Budget Extension

Summary:

Per section 7.4 of the joint powers agreement the Board must forward copies of the approved proposed gross budget to each City Council by July 15 each year. Because of the staffing increase discussion, we will not meet the July 15 deadline unless the Board chooses to hold a special meeting before July 15. In the past we have asked for an extension until after the July meeting. I have spoken with South St. Paul City Administrator Joel Hansen and West St. Paul City Manager Nate Burkett and neither have an issue with the short extension.

Recommendation:

Make request to each Cities respective administration that the budget deadline be extended until after the July board meeting.

Budget Impact:

None



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DATE: June 16, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: Compensation Study

Summary:

At the April Board meeting member Seaberg had stated the City of South St. Paul was performing a compensation study. The Board briefly discussed having South Metro participate in the study if it was not cost prohibitive. The kickoff meeting for this study was on held on Monday May 7, in South St. Paul. After attending the meeting, I believe our participation will be valuable to the department in identifying where our pay and benefits fit within the current marketplace. The cost for our participation is \$2,070-\$2,330.

Recommendation:

Confirm the Boards desire to participate in the compensation study.

Budget Impact:

\$2,070-\$2,330 from the professional services budget category. This amount will not have adverse impact to the departments 2021 budget.