



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 17, 2020 at 4:30 PM
Meeting Place: South St. Paul, Training Room

- I. Roll Call
Board Members: Berry, Flatley, Francis, Napier, Wippermann
- II. Adopt Agenda
- III. Communications/Recognitions
 - a.
- IV. Consent Agenda
 - a. [May 20, 2020 Meeting Minutes](#)
 - b. [May 2020 List of Claims](#)
 - c. [May 2020 Bank Reconciliation](#)
 - d. [May 2020 Month End Budget Report](#)
 - e. [May 2020 Run Summary Report](#)
 - f. [Resolution 2020-06 Public School Inspection Agreement](#)
- V. Committee Reports
 - a. Budget and Finance Committee Report as Part of Budget Agenda Item
- VI. Agenda Items
 - a. [2020 Budget & Capital Plan](#)
 - b. [Updates](#)
- VII. Public Comment
- VIII. Adjourn

Next Regular Meeting – July 15, 2019 West St. Paul

MINUTES

SOUTH METRO FIRE DEPARTMENT BOARD OF DIRECTORS

Wednesday, May 20, 2020
WebEx Meeting

Members Present: Bill Flatley, Dennis Wippermann, Dave Napier, Wendy Berry, Jimmy Francis
Also Present: Mark Juelfs, Deb Wheeler, Mike Nelson, Terry Johnson, Mark Erickson, Bonnie Schwieger and Joel Hanson.

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

ADOPT AGENDA

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

COMMUNICATIONS/RECOGNITIONS

2019 Financial Audit Presentation by Bonnie Schwieger of Abdo, Eick and Meyers
Bonnie provided a video of the Audit results that included General Fund and Other Governmental Fund results. Bonnie mentioned that our expenditures were lower due to wages. She also indicated there were no findings or issues.

Motion to accept the 2019 Financial Statement Audit by Napier; seconded by Francis.
Motion carried.

The Chief had several notes of thanks from residents and he mentioned that the department has participated in about 30 birthday party parades.

CONSENT AGENDA

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

COMMITTEE REPORTS

None

AGENDA ITEMS

Par 360 agreement with Blue Peak LLC
The new contract, that was reviewed and adjusted by legal counsel, was presented to the Board for approval. The contract will be effective starting in June.

Motion to approve the contract with Blue Peak LLC for mental health services by Wippermann; seconded by Berry.
Motion carried.

Utility Vehicle Purchase

The 2020 Capital Budget allows for the purchase of one administrative vehicle in the amount of \$60,168. Chief Juelfs indicated the department has a need for a more substantial vehicle. He is requesting the purchase of a Ford F450 pickup truck outfitted with a utility body. This vehicle would allow for additional towing capacity and a place to store water rescue equipment. This vehicle is estimated to cost \$64,680. The additional money needed will come from the trade-in of the 2005 pickup or from the savings in other projects.

Motion was made to authorize the purchase of a Ford F450 not to exceed the price of \$66,000 and to trade-in the 2005 Chevrolet pickup by Francis; seconded by Napier. Motion carried.

Updates

Corona Virus

We currently have enough PPE but will continue to increase our stock. The department applied for a grant for PPE. We are required to spend \$3,000 before we can submit it for reimbursement.

2020 Fire Engines

Due to Covid-19 some materials needed complete the trucks has been delayed. Delivery of the two engines will now be late June.

2010 Fire Engines

Engine 1 was recently inspected for a crack on the frame rail. Upon further inspection it was determined to be corrosion. The current thickness is still within the measurement allowed by Factory specifications. Engine 2 is the same model and year and is showing evidence of corrosion. Chief Juelfs said that the cost, per truck, to replace the rails is \$35,000 or \$10,000 to treat the corrosion, without a guarantee. He also mentioned that the current rate of degradation will allow for a decision to be made in 3-5 years.

PUBLIC COMMENT

Board member Wippermann thanked staff for their work on the audit.

Board member Napier asked about Covid-19 protocol for nursing homes and said he really appreciates the EMT's.

MOTION TO ADJOURN

Motion to adjourn by Francis; seconded by Berry.
Motion carried.

The next regular meeting is scheduled on June 17 at 4:30 pm at Station 2 in South St Paul.

Respectfully submitted By:

Deb Wheeler

SOUTH METRO FIRE

Summary of List of Claims Board Meeting of June 17, 2020

PAYROLL CHECK REGISTER:

Payroll Period	5/4 - 5/17	
Date Paid	5/22/2020	\$ 92,372.46
Direct Deposit		

Payroll Period	5/18 - 5/31	
Date Paid	6/5/2020	\$ 104,760.50
Direct Deposit		

Payroll Period	
Date Paid	
Direct Deposit	

TOTAL NET PAYROLL

\$ 197,132.96

DISBURSEMENT CHECK REGISTER:

Checks	9013 - 9055	\$ 39,376.23
EFTS	1771 - 1786	\$ 147,286.76

TOTAL DISBURSEMENT CHECKS

\$186,662.99

TOTAL PAYROLL, DISBURSEMENTS, ACH'S

\$383,795.95

Payment Register

From Payment Date: 5/5/2020 - To Payment Date: 6/8/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
<u>Check</u>									
9013	05/14/2020	Open			Accounts Payable	ASPEN MILLS	\$1,803.25	\$1,803.25	\$0.00
9014	05/14/2020	Open			Accounts Payable	AT&T MOBILITY	\$29.12	\$29.12	\$0.00
9015	05/14/2020	Open			Accounts Payable	CURTIS 1000	\$497.65	\$497.65	\$0.00
9016	05/14/2020	Open			Accounts Payable	EMERGENCY RESPONSE SOLUTIONS	\$6,349.08	\$6,349.08	\$0.00
9017	05/14/2020	Open			Accounts Payable	GALLS, LLC	\$540.91	\$540.91	\$0.00
9018	05/14/2020	Open			Accounts Payable	HENRY SCHEIN	\$410.69	\$410.69	\$0.00
9019	05/14/2020	Open			Accounts Payable	IMAGE TREND	\$450.00	\$450.00	\$0.00
9020	05/14/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$233.94		
9021	05/14/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,208.69		
9022	05/14/2020	Open			Accounts Payable	Jefferson Fire & Safety, Inc	\$74.47	\$74.47	\$0.00
9023	05/14/2020	Open			Accounts Payable	LEVANDER, GILLEN & MILLER, P.A	\$58.00	\$58.00	\$0.00
9024	05/14/2020	Open			Accounts Payable	LOCAL GOVERNMENT INFORMATION	\$839.00	\$839.00	\$0.00
9025	05/14/2020	Open			Accounts Payable	LOWE'S COMMERCIAL SERVICES	\$243.73	\$243.73	\$0.00
9026	05/14/2020	Open			Accounts Payable	NAPA	\$41.81	\$41.81	\$0.00
9027	05/14/2020	Open			Accounts Payable	NINTH BRAIN	\$96.00	\$96.00	\$0.00
9028	05/14/2020	Open			Accounts Payable	OXYGEN SERVICE COMPANY	\$71.99	\$71.99	\$0.00
9029	05/14/2020	Open			Accounts Payable	S ST PAUL/CITY OF	\$6,046.27	\$6,046.27	\$0.00
9030	05/14/2020	Open			Accounts Payable	Smith/ Robert	\$79.20	\$79.20	\$0.00
9031	05/14/2020	Open			Accounts Payable	SPOK, INC	\$68.08	\$68.08	\$0.00
9032	05/14/2020	Open			Accounts Payable	STANDARD INSURANCE COMPANY	\$1,397.33	\$1,397.33	\$0.00
9033	05/14/2020	Open			Accounts Payable	TWINCITIES PIONEER PRESS	\$283.56	\$283.56	\$0.00
9034	05/14/2020	Open			Accounts Payable	US Bank Equipment Finance	\$156.00	\$156.00	\$0.00
9035	05/14/2020	Open			Accounts Payable	Willems, Dan	\$54.98		
9036	05/27/2020	Open			Accounts Payable	ABDO, EICK & MEYERS, LLP	\$2,750.00		
9037	05/27/2020	Open			Accounts Payable	APPELHOLM/ANGELINE	\$149.98		
9038	05/27/2020	Open			Accounts Payable	AT&T MOBILITY	\$726.37		
9039	05/27/2020	Open			Accounts Payable	Berry/ Wendy	\$100.00		
9040	05/27/2020	Open			Accounts Payable	BESSERMIN/JASON	\$541.50		
9041	05/27/2020	Open			Accounts Payable	DAKOTA COUNTY TREASURER	\$1,516.45		
9042	05/27/2020	Open			Accounts Payable	DAN'S SOUTHSIDE MARINE	\$349.98		
9043	05/27/2020	Open			Accounts Payable	DINNEEN, MATT	\$250.00		
9044	05/27/2020	Open			Accounts Payable	EMERGENCY APPARATUS MAINTENANC	\$2,547.57		
9045	05/27/2020	Open			Accounts Payable	EMERGENCY RESPONSE SOLUTIONS	\$219.86		
9046	05/27/2020	Open			Accounts Payable	Flatley, William	\$100.00		
9047	05/27/2020	Open			Accounts Payable	Francis, James	\$100.00		
9048	05/27/2020	Open			Accounts Payable	GALLS, LLC	\$565.20		
9049	05/27/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$233.94		
9050	05/27/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,208.69		
9051	05/27/2020	Open			Accounts Payable	MacQueen Emergency Group	\$343.10	\$343.10	\$0.00
9052	05/27/2020	Open			Accounts Payable	Napier/ David	\$100.00		
9053	05/27/2020	Open			Accounts Payable	Willems, Dan	\$722.74		
9054	05/27/2020	Open			Accounts Payable	WIPPERMANN/DENNIS	\$100.00		

Payment Register

From Payment Date: 5/5/2020 - To Payment Date: 6/8/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
9055	06/04/2020	Open			Accounts Payable	CARDMEMBER SERVICES	\$5,717.10		
Type Check Totals:					43 Transactions		\$39,376.23	\$19,879.24	\$0.00

1-ANCHOR BAN - ANCHOR BANK Totals

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	43	\$39,376.23	\$19,879.24
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	43	\$39,376.23	\$19,879.24

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	43	\$39,376.23	\$19,879.24
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	43	\$39,376.23	\$19,879.24

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	43	\$39,376.23	\$19,879.24
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	43	\$39,376.23	\$19,879.24

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	43	\$39,376.23	\$19,879.24
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	43	\$39,376.23	\$19,879.24

Payment Register

From Payment Date: 5/5/2020 - To Payment Date: 6/8/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
EFT									
1771	05/08/2020	Open			Accounts Payable	I C M A RETIREMENT CORP	\$985.00	\$985.00	\$0.00
1772	05/08/2020	Open			Accounts Payable	IRS - PR TAXES	\$17,276.92	\$17,276.92	\$0.00
1773	05/08/2020	Open			Accounts Payable	MN DEPT OF REVENUE	\$5,653.72	\$5,653.72	\$0.00
1774	05/08/2020	Open			Accounts Payable	MN II LIFE -- HSA	\$2,145.31	\$2,145.31	\$0.00
1775	05/08/2020	Open			Accounts Payable	MSRS	\$250.00	\$250.00	\$0.00
1776	05/08/2020	Open			Accounts Payable	MSRS - HCSP	\$2,476.08	\$2,476.08	\$0.00
1777	05/08/2020	Open			Accounts Payable	NATIONWIDE	\$2,750.00	\$2,750.00	\$0.00
1778	05/08/2020	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$42,271.93	\$42,271.93	\$0.00
1779	05/27/2020	Open			Accounts Payable	I C M A RETIREMENT CORP	\$985.00	\$985.00	\$0.00
1780	05/27/2020	Open			Accounts Payable	IRS - PR TAXES	\$17,157.80	\$17,157.80	\$0.00
1781	05/27/2020	Open			Accounts Payable	MN DEPT OF REVENUE	\$5,628.75	\$5,628.75	\$0.00
1782	05/27/2020	Open			Accounts Payable	MN II LIFE -- HSA	\$2,145.31	\$2,145.31	\$0.00
1783	05/27/2020	Open			Accounts Payable	MSRS	\$250.00	\$250.00	\$0.00
1784	05/27/2020	Open			Accounts Payable	MSRS - HCSP	\$2,424.14	\$2,424.14	\$0.00
1785	05/27/2020	Open			Accounts Payable	NATIONWIDE	\$2,750.00	\$2,750.00	\$0.00
1786	05/27/2020	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$42,136.80	\$42,136.80	\$0.00
Type EFT Totals:							\$147,286.76	\$147,286.76	\$0.00
1-ANCHOR BAN - ANCHOR BANK Totals							16 Transactions		

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	16	\$147,286.76	\$147,286.76
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	16	\$147,286.76	\$147,286.76

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	16	\$147,286.76	\$147,286.76
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	16	\$147,286.76	\$147,286.76

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	16	\$147,286.76	\$147,286.76
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	16	\$147,286.76	\$147,286.76

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	16	\$147,286.76	\$147,286.76
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	16	\$147,286.76	\$147,286.76

South Metro Fire Department
BANK RECONCILIATION
May 31, 2020

Old National Bank

Ending Balance - Checking	\$ 1,708,755.84
Ending Balance - Savings Account	246,942.71
Outstanding Disbursement Checks	(60,697.03)
Adjustments:	
RECONCILED BALANCE	\$ 1,895,001.52

CITY TREASURER'S BALANCE:

Previous Month's Reconciled Balance	\$ 2,001,455.15
Daily Receipts Posted	83,713.12
Disbursement Checks Issued	(180,945.89)
Payroll Checks and Direct Deposits	(185,522.70)
Rev Prior Month Adj	(2,464.08)
Deposit not recorded-Feb	2,176.54
Savings Interest-April	84.95
Checking Interest	309.23
Charges for April	(106.64)
5/1/20 - Healthpartners Pymt to Rec	(39,017.39)
5/27/20 - Dakota Cty Pymt to Rec	214,959.91
5/29/20 - May Interest	378.15
5/29/20 - Savings Acct Int	87.81
5/29/20 - Service Charge Chkg-May	(106.64)
RECONCILED BALANCE	\$ 1,895,001.52

CASH ACCOUNT BALANCE:

	\$ 1,716,235.60
Adjustments	178,765.92

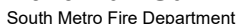
RECONCILED BALANCE	\$ 1,895,001.52
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Cash by Fund:

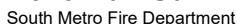
	Beginning Balance	Net Activity	Ending Balance
General Fund	\$ 1,401,839.39	(322,319.39)	\$ 1,079,520.00
Grant Fund	(0.56)	-	(0.56)
Fire Assistance Fund		-	-
Debt Service Fund	26,730.34	45,913.00	72,643.34
Capital Fund	570,421.90	(6,349.08)	564,072.82
Total	\$ 1,998,991.07	(282,755.47)	\$ 1,716,235.60



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	868.81	173,166.19	0%	2,476.17
Charges for Services	5,464,281.00	38,645.24	2,610,403.84	2,853,877.16	48%	2,517,254.29
Other Revenue	35,500.00	2.00	4,691.33	30,808.67	13%	24,213.82
Other Financing Sources	.00	.00	775.00	(775.00)	+++	.00
REVENUE TOTALS	\$6,223,816.00	\$38,647.24	\$2,670,001.55	\$3,553,814.45	43%	\$2,608,598.88
EXPENSE						
Personal Services	5,524,024.00	344,990.56	2,225,128.49	3,298,895.51	40%	2,014,827.18
Supplies	177,754.00	6,954.17	30,650.01	147,103.99	17%	38,131.23
Contractual Services	389,052.00	17,437.36	116,336.64	272,715.36	30%	137,065.71
Other Charges	132,985.00	5,037.66	33,467.45	99,517.55	25%	60,402.25
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	374,419.75	2,405,582.59	\$3,818,232.41	39%	\$2,250,426.37
Fund 101 - General Fund Totals						
REVENUE TOTALS	6,223,816.00	38,647.24	2,670,001.55	3,553,814.45	43%	2,608,598.88
EXPENSE TOTALS	6,223,815.00	374,419.75	2,405,582.59	3,818,232.41	39%	2,250,426.37
Fund 101 - General Fund Totals	\$1.00	(\$335,772.51)	\$264,418.96	(\$264,417.96)		\$358,172.51
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	13,544.00	.00	+++	.00
Charges for Services	108,354.00	.00	40,632.00	67,722.00	0	.00
Other Revenue	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$108,354.00	\$0.00	\$54,176.00	\$67,722.00		\$0.00
EXPENSE						
Other Charges	.00	.00	.00	.00	+++	.00
Capital Outlay	162,709.00	7,198.32	17,628.24	145,080.76	11%	.00
Other Financing Uses	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$162,709.00	\$7,198.32	\$17,628.24	\$145,080.76	11%	\$0.00
Fund 401 - Capital Projects						
REVENUE TOTALS	108,354.00	.00	54,176.00	54,178.00	0	22,574.00
EXPENSE TOTALS	162,709.00	7,198.32	17,628.24	145,080.76	11%	89,466.19
Fund 401 - Capital Projects	(\$54,355.00)	(\$7,198.32)	\$36,547.76	(\$90,902.76)		(\$66,892.19)
Grand Totals						
REVENUE TOTALS	6,515,820.00	84,560.24	2,770,090.55	3,745,729.45	43%	2,682,509.88
EXPENSE TOTALS	6,570,174.00	381,618.07	2,396,355.83	4,231,818.17	36%	2,339,892.56
Grand Totals	(\$54,354.00)	(\$297,057.83)	\$373,734.72	(\$486,088.72)		\$342,617.32



SERVICE CALL



BLS Transports	160	125	134	118	111	648	649
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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 17, 2020

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **Public School Inspection Agreement**

Summary:

In 1990, the Minnesota State Legislature required the State Fire Marshal's Division to inspect every public school in the state once every three years. This legislation allowed local fire departments to continue to inspect the schools in their jurisdiction under a contract with the State Fire Marshal's Division if an existing inspection program was already in place. At that time, the West St Paul Fire Department was one of fifteen fire departments that conducted our own school inspections on behalf of the State Fire Marshal's Division. Beginning with the 2017-2019 contract South Metro also began inspecting schools in South St. Paul. With the 2020-2022 contract South Metro will again be responsible for inspecting schools in both South St. Paul and West St. Paul.

Recommendation:

Approve Resolution 2020-06 renewing the contract with the State Fire Marshal's Division allowing South Metro to continue providing public school inspections in the Cities of South St. Paul and West St. Paul.

Attachment:

- Resolution 2020-06 Adopting Public School Inspection Agreement
- Public School Inspection Agreement



Public School Inspection Joint Powers Agreement State of Minnesota

SWIFT Contract Number: 172980

This Agreement is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the State Fire Marshal ("State"), and the Cities of West St. Paul and South St. Paul, acting on behalf of their Joint Powers Fire District Fire Prevention District South Metro Fire Department, 1650 Humboldt Avenue, West Saint Paul, MN 55118. ("Governmental Unit").

Recitals

WHEREAS, the State, under Minnesota Statutes §471.59, subdivision 10, is empowered to engage assistance as deemed necessary; and

WHEREAS, the State, under Minnesota Statutes § 299F.47, subdivision 1, is required to develop a plan to inspect once every three years every public school facility used for educational purposes; and

WHEREAS, the Fire Chief of the Governmental Unit hereby agrees a representative of the Governmental Unit's fire department will conduct all public school and charter school inspections within the Governmental Unit's jurisdiction in accordance with Minnesota Statutes § 299F.47 and to assure uniform enforcement throughout the State of Minnesota; and

WHEREAS, the Governmental Unit represents it is duly qualified and willing to perform the services set forth herein;

NOW, THEREFORE, it is agreed:

Agreement

1 Term of Agreement

- 1.1 **Effective Date.** July 1, 2020, or the date the State obtains all required signatures under Minnesota Statutes § 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration Date.** June 30, 2023, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 Agreement Between the Parties

- 2.1 All public school facilities used for educational purposes and charter schools within the Governmental Unit's jurisdiction will be inspected by the Governmental Unit no less than once during this Agreement.
- 2.2 All public school facilities and charter schools within the Governmental Unit's jurisdiction will be inspected and enforced in accordance with the requirements of the Minnesota State Fire Code ("MSFC") and MSFC Code interpretations of the State Fire Marshal. MSFC Code interpretations are available to the Governmental Unit on the State's web page, <https://dps.mn.gov/divisions/sfm/fire-code/Pages/default.aspx>.
- 2.3 All Governmental Unit inspectors employed for the purpose of this Agreement are required to successfully complete the State Fire Marshal's Fire Code update training,

including public school code requirements, and are also required to sustain current knowledge of all State Fire Code requirements for public schools.

- 2.4 The State Fire Marshal will provide the required and necessary training for the Governmental Unit's fire department personnel contracting to conduct public school and charter school inspections.
- 2.5 Copies of the school inspection reports completed by the Governmental Unit must be submitted to the State Fire Marshal and the governing school board(s) within thirty (30) calendar days following inspection. Submission of the reports by the Governmental Unit will be made in PDF format to the following State Fire Marshal electronic mailbox: fm.city.inspections@state.mn.us.
- 2.6 All variances to the fire code orders must be approved in writing by the State Fire Marshal.

3 Authorized Representatives

The State's Authorized Representative is the person below, or his successor:

Name: Forrest Williams, Supervisor
Address: Department of Public Safety; State Fire Marshal
445 Minnesota Street, Suite 145
Saint Paul, MN 55101-5145
Telephone: 651.769.7784
Email Address: forrest.williams@state.mn.us

The State's Authorized Representative shall have final authority for acceptance of the Governmental Unit's services and if such services are satisfactory.

The Governmental Unit's Authorized Representative is the person below or his successor:

Name: Mark Juelfs
Address: 1650 Humboldt Avenue
West Saint Paul, MN 55118
Telephone: 651.522.4172
Email Address: mjuelfs@southmetrofire.com

4 Assignment, Amendments, Waiver, and Agreement Complete

- 4.1 **Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 4.2 **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 4.3 **Waiver.** If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 4.4 **Agreement Complete.** This Agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

5 Liability

The State and Governmental Unit agree each party will be responsible for its own acts and behavior and the results thereof to the extent authorized by law and shall not be responsible or liable for the acts of any others and the results thereof. The State's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the

Municipal Tort Claims Act, Minnesota Statutes Chapter 466, and other applicable law.

6 State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

7 Government Data Practices

The State and Governmental Unit must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

8 Venue

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

9 Termination

The State or the Governmental Unit may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party.

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South Metro Fire Department

Resolution Number 2020-06

RESOLUTION ADOPTING THE PUBLIC SCHOOL INSPECTION AGREEMENT

WHEREAS, the State, pursuant to Minnesota Statutes 299F.47 is required to develop a plan to inspect once every three years every public school facility used for educational purposes, and

WHEREAS, the State is empowered under Minnesota Statutes 471.59, Subd., 10 to engage such assistance as deemed necessary, and

WHEREAS, the Fire Chief does hereby agree that a representative of the city's fire department will conduct all public school fire inspections within the South St Paul and West St. Paul jurisdiction. To ensure uniformity of enforcement throughout the state, these inspections will be conducted in accordance with standards stated in this contract, and

WHEREAS, the contractor (South Metro Fire Department) represents that it is duly qualified and willing to perform the services set forth in the agreement.

NOW, THEREFORE, BE IT RESOLVED by the South Metro Fire Board of Directors to adopt the agreement between the State of Minnesota, acting through its commissioner of Public Safety (State Fire Marshal Division) and the South Metro Fire Department.

Passed by the Board of Directors on June 17, 2020.

Attest:

James Francis, Secretary



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 17, 2020

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **2021 Budget and Capital Plan**

Summary:

Over the last two weeks the Budget Committee and the Finance Committee have had the opportunity to review and discuss the proposed 2021 Budget draft, including the Capital Plan.

Attached is the draft budget and capital plan discussed at the Budget and Finance Committee meetings.

As a reminder, the Joint and Cooperative Agreement (aka JPA) states the Board must forward an approved budget to the Cities by July 15th. The JPA also states that the Board must approve the budget by a four-fifths vote of all its members.

Options:

- Adopt a 2021 Budget and Capital Plan; allowing for compliance with the reporting requirements of the JPA; or
- Schedule a Board meeting prior to July 15th to adopt a 2021 Budget: or
- Seek an extension of the July 15th deadline from both City Councils.

Attachment:

- 2021 Budget Overview
- 2021 Draft Budget – including Summary, Capital Fund, Debt Service
- 2021 Draft 10-Year Capital Plan

2021 Budget Overview

June 17, 2020

Introduction

The 2021 budget package includes this summary along with the general fund spread sheet, a summary spread sheet of all funds, and the 10-year capital plan.

General Fund

- For the 2021 budget I am proposing a general fund increase of 3.6%.
- The proposed increase results in a general fund budget of \$6,446,191 up from \$6,223,816 in 2020.
- The proposed budget results in a general fund contribution increase to each City of 4.4% or \$106,983 per City for a total general fund contribution of \$2,542,831 per City. The 2020 per City contribution was \$2,435,848.

Revenues

Ambulance Services

- Estimating a 2% CPI increase on transport rate per contract agreement with M Health Fairview. CPI for January 2019-December 2019 was 3%. The five-year average is 1.6%.
- Reduced the amount of transports from the 2020 budget by 5% (1,851 down to 1,750) based on 2019 transport numbers (1663) and the 2020 trend.
 - o Initial projections show we will not meet our budget goal on transports for 2020.
 - o Transports did not increase at the projected rate in 2019 and the same appears true for 2020. Industry wide there have been decreases due to Covid-19.
- Proposed 2020 transport revenue decrease of \$16,280 below the 2020 budgeted amounts, due to the above listed items.

Fire Services (Permit Fees)

- Given the redevelopment efforts in both cities, anticipate construction activities to remain at a similar level.

Other Revenue

- State Fire Aid has increased an average of 3% a year since 2015. Project a 3% increase in state fire aid.
- Although Revenues received from insurance dividends and reimbursable overtime opportunities are unpredictable, there has been a slight increase in the last few years therefore this line item has been increased slightly.

Expenditures

Personal Services

Salaries

- Both labor contracts expire at the end of 2020. This budget proposal has assumptions built in. The final budget number is dependent on contract items that will be negotiated for 2021.

Overtime

- Remained at 2020 levels.

Insurance - Medical, Dental, Life

- Current indications show a continued increase in health insurance base premiums for 2021. The premiums will also increase an additional 3% or so based solely on the fact that everyone is a year older. The total increase assumption is currently 12%.
 - o This assumption does not provide any allowance for changes during open-enrollment, which can significantly change premiums costs...because we are a small employer with age-banded rates.
- Dental insurance premiums expected to increase about 2.5%.
- Life insurance base premium rate is not expected to increase; however, there is an actual increase in premium cost as everyone gets a year older each year of about 2.5%.

Worker's Compensation

- In general, worker's comp rates for police and fire have been increasing, mainly due to increased medical costs. It is estimated that base premium rates may increase by 5%-10%. South Metro has had a very low experience rating in 2020 but we did see an increase in claims in 2019 which will affect our 2021 rates. The 2020 actual rate was \$16,000 below budget therefore the projected increase is only slightly above the 2020 budget number.

Supplies

- o The only increase in this category is uniforms. Minor equipment has been decreased slightly and all other categories remain the same as in 2020.

Other Services & Charges

Operational Services & Charges

- Auto fleet insurance was increased slightly based on 2020 actuals.
- Slight decrease in communications and technology.
- Increase in equipment maintenance and upkeep costs.

Professional Services

- Remained the same as in 2020.

Capital Fund

- Beginning with the 2017 Budget, the Board implemented a 10-year plan to increase the contribution rate (revenue) by 20% per year to assist in building fund balance.
- If we continue to follow the current plan, the 10-year Capital Fund is adequately funded and will support all level 1 and two purchases that have been identified.
- Capital fund contribution increase of 20% or \$21,671.
- The proposed budget results in an increase to each City in the amount of \$10,835.50 for a total capital fund contribution of \$65,013 which is up from \$54,177.50 in 2020.

Debt Service Fund

- New debt for replacement of 2 engines began in 2020.
 - o The amount due in 2021 is the same as in 2020.
- New debt for replacement of Ladder 1 should be planned to begin in 2022.
- Each City contribution remains at \$91,825.

Grant Fund

- Continue to pursue grant opportunities – Assistance to Firefighters Grant, Hazmat, and Prevention.
 - o In 2020 awarded MBFTE grant for a conference speaker.

Scholarship Fund

- Continue to award one recipient annually.

City Impacts

The proposed budget results in an increase to each city of 4.6% or \$117,819. The total contribution from each City in 2021 is \$2,699,669 up from \$2,581,851 in 2020.

2020 Budget

6/17/2020

General Fund

	Actual 2018	Actual 2019	Budget 2020	Proposed 2021	Change 2021-2020	Change 2021-2020
General Fund						
Revenues						
Ambulance Services (34205)	\$ 453,536	\$ 510,027	\$ 575,759	\$ 559,480	-2.8%	\$ (16,280)
Fire Services (34956)	\$ 16,470	\$ 21,182	\$ 16,826	\$ 17,515	4.1%	\$ 689
Charges for Services - South St Paul (34961)	\$ 2,231,494	\$ 2,331,544	\$ 2,435,848	\$ 2,542,831	4.4%	\$ 106,983
Charges for Services - West St Paul (34960)	\$ 2,231,494	\$ 2,331,544	\$ 2,435,848	\$ 2,542,831	4.4%	\$ 106,983
EMS Taxing District Revenue (31000, 31020, 31040,31910)	\$ 550,627	\$ 546,437	\$ 550,000	\$ 550,000	0.0%	\$ -
Other Revenue	\$ 212,702	\$ 337,233	\$ 209,535	\$ 233,534	11.5%	\$ 23,999
<i>State Fire Aid (33420)</i>	\$ 172,312	\$ 178,188	\$ 174,035	\$ 183,534	5.5%	\$ 9,499
<i>Insurance Dividend (36235)</i>	\$ 12,765	\$ 14,715	\$ 7,500	\$ 15,000	100.0%	\$ 7,500
<i>Other Revenue (33455, 33499, 33699, 36210, 36230, 36236)</i>	\$ 27,625	\$ 144,330	\$ 28,000	\$ 35,000	25.0%	\$ 7,000
Total Revenues	\$ 5,696,323	\$ 6,077,967	\$ 6,223,816	\$ 6,446,191	3.6%	\$ 222,375

	Actual 2018	Actual 2019	Budget 2020	Proposed 2021	Change 2021-2020	Change 2021-2020
Expenditures						
Personal Services						
Salaries - Regular (101)	\$ 3,252,063	\$ 3,474,891	\$ 3,755,850	\$ 3,881,159	3.3%	\$ 125,309
Salaries - Overtime (102)	\$ 211,463	\$ 267,912	\$ 283,985	\$ 285,624	0.6%	\$ 1,639
<i>Staffing - Emergency Callback</i>	\$ 26,375	\$ 26,890	\$ 20,650	\$ 21,203	2.7%	\$ 553
<i>Staffing - Maintain Minimum</i>	\$ 89,015	\$ 90,753	\$ 97,874	\$ 100,494	2.7%	\$ 2,620
<i>Staffing - National Guard/Reserve</i>	\$ -	\$ 19,361	\$ 7,744	\$ 10,602	36.9%	\$ 2,858
<i>Fire Prevention Division</i>	\$ 9,099	\$ 12,705	\$ 13,810	\$ 13,650	-1.2%	\$ (160)
<i>Operations - DCSOT/MN-TF1</i>	\$ 17,091	\$ 13,068	\$ 13,939	\$ 14,312	2.7%	\$ 373
<i>Admin - Meetings</i>	\$ 11,869	\$ 15,125	\$ 19,962	\$ 23,412	17.3%	\$ 3,450
<i>EMS Training</i>	\$ 29,394	\$ 29,969	\$ 29,814	\$ 29,949	0.5%	\$ 135
<i>Operational Training</i>	\$ 54,158	\$ 65,665	\$ 68,146	\$ 72,002	5.7%	\$ 3,856
Sick Leave Buyout (112)	\$ 37,328	\$ 46,117	\$ 46,572	\$ 48,110	3.3%	\$ 1,538
PERA (121)	\$ 558,386	\$ 629,829	\$ 704,833	\$ 726,541	3.1%	\$ 21,708
FICA & Medicare (122)	\$ 49,790	\$ 54,891	\$ 64,788	\$ 67,092	3.6%	\$ 2,304
Insurance - Medical, Dental, Life (131)	\$ 421,939	\$ 458,947	\$ 484,755	\$ 542,392	11.9%	\$ 57,636

Worker's Compensation Premium (151)	\$	174,051	\$	159,313	\$	168,242	\$	171,983	2.2%	\$	3,741
Worker's Compensation Deductible (152)	\$	196	\$	11,279	\$	15,000	\$	15,000	0.0%	\$	-
Supplies											
Office Supplies (200)	\$	12,594	\$	12,251	\$	11,965	\$	11,965	0.0%	\$	-
<i>General Supplies</i>	\$	5,500	\$	5,500	\$	6,000	\$	6,000	0.0%	\$	-
<i>Fire Code Books</i>	\$	710	\$	240	\$	240	\$	240	0.0%	\$	-
<i>Training Manuals</i>	\$	530	\$	1,000	\$	1,000	\$	1,000	0.0%	\$	-
<i>Public Education Materials</i>	\$	1,725	\$	1,725	\$	1,725	\$	1,725	0.0%	\$	-
<i>Department Meeting Expenses</i>	\$	3,500	\$	3,500	\$	3,000	\$	3,000	0.0%	\$	-
Fuel (212)	\$	41,921	\$	45,849	\$	50,914	\$	50,914	0.0%	\$	-
<i>Unleaded Gasoline</i>	\$	24,900	\$	21,875	\$	31,200	\$	31,200	0.0%	\$	-
<i>Diesel Fuel</i>	\$	22,750	\$	17,875	\$	19,714	\$	19,714	0.0%	\$	-
Uniforms (217)	\$	31,573	\$	28,541	\$	32,400	\$	35,075	8.3%	\$	2,675
Equipment Parts (220)	\$	19,492	\$	18,450	\$	19,500	\$	19,500	0.0%	\$	-
Building Supplies (223)	\$	5,703	\$	7,535	\$	6,800	\$	6,800	0.0%	\$	-
General Supplies (230)	\$	18,987	\$	19,759	\$	20,050	\$	20,050	0.0%	\$	-
<i>Firefighting Consumables</i>	\$	6,850	\$	6,350	\$	4,850	\$	4,850	0.0%	\$	-
<i>EMS Consumables</i>	\$	10,200	\$	10,600	\$	10,600	\$	10,600	0.0%	\$	-
<i>General Supplies</i>	\$	4,000	\$	3,600	\$	4,600	\$	4,600	0.0%	\$	-
Minor Equipment (240)	\$	28,731	\$	39,466	\$	36,125	\$	33,975	-6.0%	\$	(2,150)
<i>Firefighting Equipment</i>	\$	23,000	\$	23,000	\$	23,250	\$	21,100	-9.2%	\$	(2,150)
<i>EMS Equipment</i>	\$	3,750	\$	3,750	\$	1,000	\$	1,000	0.0%	\$	-
<i>Station Equipment</i>	\$	7,875	\$	7,875	\$	7,875	\$	7,875	0.0%	\$	-
Other Services & Charges											
Training, Conferences & Schools (310)	\$	46,050	\$	40,559	\$	55,055	\$	57,800	5.0%	\$	2,745
<i>Professional Development</i>	\$	11,700	\$	12,100	\$	19,000	\$	20,500	7.9%	\$	1,500
<i>Operational Training</i>	\$	20,280	\$	25,280	\$	30,705	\$	31,950	4.1%	\$	1,245
<i>Prevention & Enforcement Training</i>	\$	4,060	\$	5,285	\$	5,350	\$	5,350	0.0%	\$	-
Communications (320)	\$	42,485	\$	38,873	\$	52,700	\$	51,200	-2.8%	\$	(1,500)
<i>Responder Notification</i>	\$	1,300	\$	1,400	\$	1,500	\$	1,500	0.0%	\$	-
<i>Cell Phones/Air Cards/Stipends</i>	\$	16,350	\$	18,100	\$	18,000	\$	16,500	-8.3%	\$	(1,500)
<i>Radio User Fees</i>	\$	17,920	\$	18,200	\$	21,300	\$	21,300	0.0%	\$	-
<i>CAD Mobile Fees</i>	\$	8,000	\$	3,600	\$	3,600	\$	3,600	0.0%	\$	-
<i>Station Alerting License</i>	\$	-	\$	8,300	\$	8,300	\$	8,300	0.0%	\$	-
General Liability Insurance (361)	\$	33,631	\$	43,007	\$	34,975	\$	37,096	6.1%	\$	2,121
<i>Auto Fleet</i>	\$	24,775	\$	23,134	\$	17,689	\$	18,857	6.6%	\$	1,168
<i>Excess Liability Coverage - HealthEast</i>	\$	19,951	\$	18,666	\$	17,286	\$	18,239	5.5%	\$	953
<i>Data Breech Coverage</i>	\$	525	\$	-	\$	-	\$	-	0.0%	\$	-

Professional Services (398)	\$ 211,564	\$ 202,844	\$ 246,322	\$ 246,157	-0.1%	\$ (165)
<i>Financial Services - Audit, etc.</i>	\$ 13,715	\$ 14,700	\$ 17,800	\$ 17,650	-0.8%	\$ (150)
<i>SMF Board Member Compensation</i>	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	0.0%	\$ -
<i>HealthEast Administrative Support</i>	\$ 16,825	\$ 18,078	\$ 28,434	\$ 27,685	-2.6%	\$ (749)
<i>Legal Services</i>	\$ 8,700	\$ 8,700	\$ 8,000	\$ 8,000	0.0%	\$ -
<i>Dispatch Services</i>	\$ 141,914	\$ 140,990	\$ 148,644	\$ 152,567	2.6%	\$ 3,922
<i>Copier Lease and Maintenance</i>	\$ 6,000	\$ 4,500	\$ 4,000	\$ 2,000	-50.0%	\$ (2,000)
<i>Annual Medical Review/Fit Testing/Mantoux</i>	\$ 11,868	\$ 15,564	\$ 12,694	\$ 14,505	14.3%	\$ 1,811
<i>Employee Assistance Program</i>	\$ 650	\$ 700	\$ 750	\$ 750	0.0%	\$ -
<i>Par360 and Mental Health Checkups</i>			\$ 20,000	\$ 15,000	-25.0%	\$ (5,000)
<i>Firefighter Background Check</i>				\$ 2,000		\$ 2,000
<i>Grant Writing Services</i>	\$ 1,000	\$ 1,000	\$ -	\$ -		\$ -
Software / IT Support (401)	\$ 30,760	\$ 35,635	\$ 47,438	\$ 47,183	-0.5%	\$ (255)
<i>Fire/EMS Records Management Licensing</i>	\$ 11,100	\$ 11,100	\$ 11,150	\$ 11,150	0.0%	\$ -
<i>LOGIS Server Contract & Support</i>	\$ 18,750	\$ 18,750	\$ 18,700	\$ 19,245	2.9%	\$ 545
<i>Software & Applications</i>	\$ 9,300	\$ 9,400	\$ 15,588	\$ 14,788	-5.1%	\$ (800)
<i>GIS Support Services</i>			\$ 2,000	\$ 2,000	0.0%	\$ -
Equipment Maintenance (404)	\$ 100,892	\$ 102,922	\$ 69,600	\$ 77,420	11.2%	\$ 7,820
<i>Vehicle & Equipment Repair</i>	\$ 48,300	\$ 51,350	\$ 59,250	\$ 59,250	0.0%	\$ -
<i>Annual Equipment Certification & Testing</i>	\$ 9,760	\$ 8,875	\$ 10,350	\$ 18,170	75.6%	\$ 7,820
Certifications & Memberships (433)	\$ 4,973	\$ 6,877	\$ 15,122	\$ 12,331	-18.5%	\$ (2,791)
<i>Licensing & Certifications</i>	\$ 3,975	\$ 2,325	\$ 9,500	\$ 7,250	-23.7%	\$ (2,250)
<i>Professional Memberships</i>	\$ 1,570	\$ 4,060	\$ 4,977	\$ 5,081	2.1%	\$ 104
Operational Expenses (490)	\$ 556	\$ 311	\$ 825	\$ 825	0.0%	\$ -
<i>Kitchen Fire Trailer Rental</i>	\$ 500	\$ 700	\$ 825	\$ 825	0.0%	\$ -
Total Expenditures	\$ 5,335,128	\$ 5,746,058	\$ 6,223,816	\$ 6,446,191	3.6%	\$ 222,374

10 Year Capital Plan - Level 3 - All Capital

Capital Level	Capital Fund													
		2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
	Budget Revenue	\$ 108,354	\$ 130,025	\$ 156,030	\$ 187,236	\$ 224,683	\$ 269,619	\$ 323,543	\$ 336,485	\$ 349,944	\$ 363,942	\$ 378,500	\$ 393,640	
	General Fund Balance Transfer	\$ 309,160												
	Capital Fund Balance January 1st	\$ 526,675												
Level 3	Replace Engine 1	\$ 785,000										\$ 1,278,682		
	Replace Engine 2	\$ 785,000										\$ 1,278,682		
	Replace Ladder 1			\$ 1,519,383										
Level 2	Replace Ambulance 2					\$ 300,983						\$ 403,346		
	Replace Ambulance 1		\$ 276,000						\$ 369,866					
	Boat													
Level 1	Utility 1												\$ 113,139	
	Utility 2	\$ 60,168												
	Inspector (Pickup)								\$ 73,873					
	Replace Admin Vehicle (Chief 1)							\$ 70,355						
	Replace Admin Vehicle (Chief 3)							\$ 70,355						
	Replace Admin Vehicle (Chief 2 SUV Long)				\$ 73,705						\$ 98,772			
	Command Modules				\$ 6,862			\$ 7,944			\$ 9,196			
	SCBA												\$ 612,836	
	Rapid Diver Equipment		\$ 9,000										\$ 16,431	
	Turnout Gear					\$ 134,832					\$ 164,044			
	Helmets					\$ 15,000								
	Ballistic Vests									\$ 37,006				
	Firefighter Self-Rescue Equipment							\$ 19,500						
	Class A Uniform													
	Thermal Imagers			\$ 22,227				\$ 26,003				\$ 30,419		
	Air Bags	\$ 20,600										\$ 30,493		
	Rope Rescue Equipment									\$ 20,300				
	Extrication Equipment - Ambulances									\$ 29,000				
	Hose Tester													
	Monitoring			\$ 22,847			\$ 25,700				\$ 28,909		\$ 32,519	
	AEDs (\$ every three years)			\$ 13,498			\$ 15,183				\$ 17,079		\$ 19,212	
	Power Stair Chair													
	Training Prop - house/moveable walls	\$ 30,000												
	Training Props	\$ 7,571		\$ 8,189		\$ 8,857		\$ 9,580		\$ 10,361		\$ 11,207		
	Beds					\$ 8,540	\$ 8,882							
	Chairs			\$ 6,000	\$ 6,240					\$ 7,592	\$ 7,896			
	Office Furniture	\$ 5,949		\$ 6,434		\$ 6,959		\$ 7,527		\$ 8,142		\$ 8,806		
	Gear Washer													
	Gear Dryer	\$ 18,000												
	SCBA Equipment Washer	\$ 22,880												
	Fitness Equipment	\$ 7,500			\$ 8,436			\$ 9,490			\$ 10,675			
	Post-Fire Detoxification Equipment	\$ 8,000											\$ 12,316	
	Investigation - Camera				\$ 3,900					\$ 4,745				
	Computers	\$ 11,465	\$ 11,924	\$ 12,401	\$ 12,897	\$ 13,412	\$ 13,949	\$ 14,507	\$ 15,087	\$ 15,691	\$ 16,318	\$ 16,971	\$ 17,650	
	Mobile Computers	\$ 8,576	\$ 8,919	\$ 9,276	\$ 9,647	\$ 10,033	\$ 10,434	\$ 10,851	\$ 11,285	\$ 11,737	\$ 12,206	\$ 12,695	\$ 13,202	
	Boat Electronics				\$ 18,000									
	LaserFiche Document System	\$ 20,000												
	Payroll Software													
	Total	\$ 220,709	\$ 305,843	\$ 100,872	\$ 139,687	\$ 498,617	\$ 74,148	\$ 246,112	\$ 519,412	\$ 141,262	\$ 319,107	\$ 513,937	\$ 837,305	
Year-end Capital Fund Balance	\$ 723,480	\$ 547,662	\$ 602,820	\$ 650,368	\$ 376,435	\$ 571,906	\$ 649,338	\$ 466,411	\$ 675,094	\$ 719,929	\$ 584,492	\$ 140,827		

Deferred purchase from 2019 to 2020

- 1) 20% annual increase in contribution
 - Year 4 of 10-Year contribution increase plan
 - Following years 4% increase
- 2) Will need to issue new debt for all Level 3 purchases



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 17, 2020

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: General Updates

Summary:

Below are updates on some current topics:

Corona Virus

No further positive cases among our personnel.

Currently, we have enough PPE, but we are always sourcing more to increase our stock.

2020 Fire Engines

We have received word that due to Covid-19 some materials needed to complete the trucks has been delayed. Anticipated delivery date is now mid to late July.

2010 Engines

We had the frame rails measured by the company that does our ground and aerial ladder testing. We will be evaluating the results and deciding how to move forward. A recommendation will be forthcoming.