



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: July 22, 2020 at 4:30 PM

Meeting Place: West St. Paul, Lobby Conference Room

- I. Roll Call
Board Members: Berry, Flatley, Francis, Napier, Wippermann
- II. Adopt Agenda
- III. Communications/Recognitions
 - a. [Isaac Thank You](#)
 - b. [Vicki Young Albu Thank You](#)
- IV. Consent Agenda
 - a. [June 17, 2020 Meeting Minutes](#)
 - b. [June 2020 List of Claims](#)
 - c. [June 2020 Bank Reconciliation](#)
 - d. [June 2020 Month End Budget Report](#)
 - e. [June 2020 Run Summary Report](#)
 - f. [Resolution 2020-07 Accepting Donation from DG Welding & Mfg., Inc.](#)
- V. Committee Reports
- VI. Agenda Items
 - a. [Ambulance Purchase](#)
 - b. *Closed Session*
 - i. *Motion to hold closed meeting pursuant to Minn. Stat. 13D.03 to review labor negotiation strategy*
 - ii. *Motion to re-open meeting*
 - c. [Updates](#)
- VII. Public Comment
- VIII. Adjourn

Next Regular Meeting – August 19, 2020 West St. Paul

Dear South Metro,
On May 13th you (C Shift)
took the time to make
our son's 2nd birthday
one we will never forget!
In a time that has been
more difficult than
anyone can remember, we were
able to celebrate with fun
and no worries. Thank you
all so much for all you do
everyday!
Blessings,
Isaac (2) and family!



Vicki Young Albu
1934 Fox Ridge Dr, Unit D
West St. Paul MN 55118
(651) 402-6805 cell
email valbu@comcast.net

July 6, 2020

South Metro Fire Department
1650 Humboldt Avenue
West Saint Paul MN 55118

Dear South Metro Fire Crew:

THANK YOU for the excellent service you provide to the residents of
West Saint Paul!

On July 5 at around 10 p.m., I was a frazzled grandma trying to enjoy a sleepover with my grandsons when the smoke alarm went off in the laundry room of my condo. You guys were on the spot within MINUTES of my call, and I could not be more appreciative.

Not only did you help to resolve the source of the smoke (a faulty light fixture and thank heavens not my AC on this 90-plus-degree week!) and made sure we felt safe, but one crew member took a few minutes of extra time to show my grandsons (especially impressionable at ages 6 and 11) how his handheld heat sensor worked.

You made a great impression on me and the kids. They could not stop talking about it all day. They were in awe of you and your equipment, and the professional way you went about your jobs. We are so thankful for your service to our community.

Sincerely,

Vicki Young Albu

MINUTES

SOUTH METRO FIRE DEPARTMENT BOARD OF DIRECTORS

Wednesday, June 17, 2020
South St Paul, Training Room

Members Present: Bill Flatley, Dennis Wippermann, Dave Napier, Wendy Berry, Jimmy Francis
Also Present: Mark Juelfs, Deb Wheeler, Mike Nelson, Terry Johnson, Mark Erickson, Clara Hilger, Joel Hanson, Ryan Schroeder, Char Stark.

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 Berry.
Motion carried.

COMMUNICATIONS/RECOGNITIONS

None

CONSENT AGENDA

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

COMMITTEE REPORTS

None

AGENDA ITEMS

2021 Budget and Capital Plan

Chief Juelfs provided the 2021 Budget and Capital Plan for review. He indicated that the proposed budget results in an increase of 4.6% or \$117,819 per City.

The ambulance transports will not meet our 2020 budgeted goal so in 2021 he decreased the budget amount by 5%. He projects a 3% increase in State Fire Aid. Medical Insurance is currently projected at a 12% increase. Dental and Life insurances will see an increase of 2.5%.

Wage increases will be discussed in July.

Motion was made to adopt the 2021 Budget and Capital Plan; allowing for compliance with the reporting requirements of the JPA by Berry; seconded by Francis.
Motion carried.

Updates

Corona Virus

There are no new positive cases among our personnel and we currently have a 6 month stock of PPE.

2020 Fire Engines

Chief Erickson, and committee, will be taking our equipment to the factory for mounting.

2010 Fire Engines

The rails are thicker than previously thought. We will continue to monitor the rails for another year and hope to have a recommendation at that time.

PUBLIC COMMENT

Chief Juelfs asked to move the July meeting to the 22nd due to his scheduled vacation.

MOTION TO ADJOURN

Motion to adjourn by Wippermann; seconded by Berry.

Motion carried.

The next regular meeting is scheduled on July 22, at 4:30 pm in West St Paul.

Respectfully submitted By:

Deb Wheeler

SOUTH METRO FIRE

Summary of List of Claims Board Meeting of July 22, 2020

PAYROLL CHECK REGISTER:

Payroll Period	6/1 - 6/14	
Date Paid	6/19/2020	\$ 93,915.37
Direct Deposit		

Payroll Period	6/15 - 6/28	
Date Paid	7/3/2020	\$ 94,643.70
Direct Deposit		

Payroll Period	6/19 - 7/12	
Date Paid	7/17/2020	\$ 95,958.17
Direct Deposit		

TOTAL NET PAYROLL

\$ 284,517.24

DISBURSEMENT CHECK REGISTER:

Checks	9056 - 9103	\$ 165,466.72
EFTS	1787 - 1816	\$ 348,918.65

TOTAL DISBURSEMENT CHECKS

\$514,385.37

TOTAL PAYROLL, DISBURSEMENTS, ACH'S

<u>\$798,902.61</u>

Payment Register

From Payment Date: 6/5/2020 - To Payment Date: 7/15/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
<u>Check</u>									
9056	06/11/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$233.94		
9057	06/11/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,208.69		
9058	06/11/2020	Open			Accounts Payable	STANDARD INSURANCE COMPANY	\$1,397.33	\$1,397.33	\$0.00
9059	06/16/2020	Open			Accounts Payable	ARROW MOWER, INC	\$54.74	\$54.74	\$0.00
9060	06/16/2020	Open			Accounts Payable	ASPEN MILLS	\$241.85	\$241.85	\$0.00
9061	06/16/2020	Open			Accounts Payable	AT&T MOBILITY	\$29.20	\$29.20	\$0.00
9062	06/16/2020	Open			Accounts Payable	BOUND TREE MEDICAL	\$398.40	\$398.40	\$0.00
9063	06/16/2020	Open			Accounts Payable	Brandecker, Billy	\$541.50	\$541.50	\$0.00
9064	06/16/2020	Open			Accounts Payable	Further	\$128.15	\$128.15	\$0.00
9065	06/16/2020	Open			Accounts Payable	GALLS, LLC	\$380.45	\$380.45	\$0.00
9066	06/16/2020	Open			Accounts Payable	HENRY SCHEIN	\$245.15	\$245.15	\$0.00
9067	06/16/2020	Open			Accounts Payable	IMAGE TREND	\$450.00	\$450.00	\$0.00
9068	06/16/2020	Open			Accounts Payable	LEAGUE OF MN CITIES INS. TRUST	\$38,046.00	\$38,046.00	\$0.00
9069	06/16/2020	Open			Accounts Payable	LEVANDER, GILLEN & MILLER, P.A	\$884.00	\$884.00	\$0.00
9070	06/16/2020	Open			Accounts Payable	LOCAL GOVERNMENT INFORMATION	\$764.00	\$764.00	\$0.00
9071	06/16/2020	Open			Accounts Payable	MacQueen Emergency Group	\$192.43	\$192.43	\$0.00
9072	06/16/2020	Open			Accounts Payable	Nasseff Mechanical	\$1,125.00	\$1,125.00	\$0.00
9073	06/16/2020	Open			Accounts Payable	NINTH BRAIN	\$96.00	\$96.00	\$0.00
9074	06/16/2020	Open			Accounts Payable	S ST PAUL/CITY OF	\$6,046.27	\$6,046.27	\$0.00
9075	06/16/2020	Open			Accounts Payable	SPOK, INC	\$67.84	\$67.84	\$0.00
9076	06/16/2020	Open			Accounts Payable	Target Solutions Learning, LLC	\$4,197.60	\$4,197.60	\$0.00
9077	06/16/2020	Open			Accounts Payable	US Bank Equipment Finance	\$156.00	\$156.00	\$0.00
9078	06/16/2020	Open			Accounts Payable	Zinniel/ Joe	\$164.96	\$164.96	\$0.00
9079	06/23/2020	Open			Accounts Payable	Berry/ Wendy	\$100.00		
9080	06/23/2020	Open			Accounts Payable	BESSERMIN/JASON	\$541.50	\$541.50	\$0.00
9081	06/23/2020	Open			Accounts Payable	DAKOTA COUNTY TREASURER	\$1,516.45		
9082	06/23/2020	Open			Accounts Payable	Flatley, William	\$100.00	\$100.00	\$0.00
9083	06/23/2020	Open			Accounts Payable	Francis, James	\$100.00		
9084	06/23/2020	Open			Accounts Payable	GALLS, LLC	\$858.36	\$858.36	\$0.00
9085	06/23/2020	Open			Accounts Payable	HENRY SCHEIN	\$316.50	\$316.50	\$0.00
9086	06/23/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$233.94		
9087	06/23/2020	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,208.69		
9088	06/23/2020	Open			Accounts Payable	LOWE'S COMMERCIAL SERVICES	\$257.43	\$257.43	\$0.00
9089	06/23/2020	Open			Accounts Payable	MacQueen Emergency Group	\$130.24	\$130.24	\$0.00
9090	06/23/2020	Open			Accounts Payable	MIDWAY FORD	\$1,066.60	\$1,066.60	\$0.00
9091	06/23/2020	Open			Accounts Payable	Napier/ David	\$100.00		
9092	06/23/2020	Open			Accounts Payable	OXYGEN SERVICE COMPANY	\$74.39	\$74.39	\$0.00
9093	06/23/2020	Open			Accounts Payable	PAUL CONWAY SHIELDS	\$69.74	\$69.74	\$0.00
9094	06/23/2020	Open			Accounts Payable	REED'S SALES & SERVICE	\$112.21	\$112.21	\$0.00
9095	06/23/2020	Open			Accounts Payable	SOS Tech	\$122.80	\$122.80	\$0.00
9096	06/23/2020	Open			Accounts Payable	WIPPERMANN/DENNIS	\$100.00	\$100.00	\$0.00
9098	07/02/2020	Open			Accounts Payable	AT&T MOBILITY	\$755.94		
9099	07/02/2020	Open			Accounts Payable	BROOKS/TOM	\$148.97		
9100	07/02/2020	Open			Accounts Payable	CARDMEMBER SERVICES	\$5,367.39		
9101	07/02/2020	Open			Accounts Payable	MN DRIVER & VEHICAL SERVICES	\$25.00		
9102	07/02/2020	Open			Accounts Payable	S ST PAUL/CITY OF	\$45,913.00		

Payment Register

From Payment Date: 6/5/2020 - To Payment Date: 7/15/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
9103	07/02/2020	Open			Accounts Payable	WEST ST PAUL/CITY OF	\$49,198.07		
Type Check Totals:					47 Transactions		\$165,466.72	\$59,356.64	\$0.00

1-ANCHOR BAN - ANCHOR BANK Totals

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$165,466.72	\$59,356.64
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$165,466.72	\$59,356.64

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$165,466.72	\$59,356.64
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$165,466.72	\$59,356.64

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$165,466.72	\$59,356.64
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$165,466.72	\$59,356.64

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$165,466.72	\$59,356.64
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$165,466.72	\$59,356.64

Payment Register

From Payment Date: 6/5/2020 - To Payment Date: 7/15/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
EFT									
1787	06/05/2020	Open			Accounts Payable	I C M A RETIREMENT CORP	\$985.00	\$985.00	\$0.00
1788	06/05/2020	Open			Accounts Payable	IRS - PR TAXES	\$20,559.49	\$20,559.49	\$0.00
1789	06/05/2020	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,728.72	\$6,728.72	\$0.00
1790	06/05/2020	Open			Accounts Payable	MN II LIFE -- HSA	\$2,145.31	\$2,145.31	\$0.00
1791	06/05/2020	Open			Accounts Payable	MSRS	\$250.00	\$250.00	\$0.00
1792	06/05/2020	Open			Accounts Payable	MSRS - HCSP	\$2,815.37	\$2,815.37	\$0.00
1793	06/05/2020	Open			Accounts Payable	NATIONWIDE	\$2,750.00	\$2,750.00	\$0.00
1794	06/05/2020	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$47,639.57	\$47,639.57	\$0.00
1795	06/05/2020	Open			Accounts Payable	HEALTHPARTNERS	\$39,017.39	\$39,017.39	\$0.00
1799	06/23/2020	Open			Accounts Payable	I C M A RETIREMENT CORP	\$985.00	\$985.00	\$0.00
1800	06/23/2020	Open			Accounts Payable	IRS - PR TAXES	\$17,554.21	\$17,554.21	\$0.00
1801	06/23/2020	Open			Accounts Payable	MN DEPT OF REVENUE	\$5,768.65	\$5,768.65	\$0.00
1802	06/23/2020	Open			Accounts Payable	MN II LIFE -- HSA	\$2,145.31	\$2,145.31	\$0.00
1803	06/23/2020	Open			Accounts Payable	MSRS	\$250.00	\$250.00	\$0.00
1804	06/23/2020	Open			Accounts Payable	MSRS - HCSP	\$2,494.57	\$2,494.57	\$0.00
1805	06/23/2020	Open			Accounts Payable	NATIONWIDE	\$2,750.00	\$2,750.00	\$0.00
1806	06/23/2020	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$42,844.56	\$42,844.56	\$0.00
1807	06/23/2020	Open			Accounts Payable	Further	\$37,125.00	\$37,125.00	\$0.00
1808	07/01/2020	Open			Accounts Payable	HEALTHPARTNERS	\$39,017.39		
1809	07/07/2020	Open			Accounts Payable	I C M A RETIREMENT CORP	\$985.00		
1810	07/07/2020	Open			Accounts Payable	IRS - PR TAXES	\$17,708.60		
1811	07/07/2020	Open			Accounts Payable	MN DEPT OF REVENUE	\$5,801.15		
1812	07/07/2020	Open			Accounts Payable	MN II LIFE -- HSA	\$2,145.31		
1813	07/07/2020	Open			Accounts Payable	MSRS	\$250.00		
1814	07/07/2020	Open			Accounts Payable	MSRS - HCSP	\$2,493.37		
1815	07/07/2020	Open			Accounts Payable	NATIONWIDE	\$2,750.00		

Payment Register

From Payment Date: 6/5/2020 - To Payment Date: 7/15/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1816	07/07/2020	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$42,959.68		
Type EFT Totals:					27 Transactions		\$348,918.65	\$234,808.15	\$0.00

1-ANCHOR BAN - ANCHOR BANK Totals

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	27	\$348,918.65	\$234,808.15
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	27	\$348,918.65	\$234,808.15

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	27	\$348,918.65	\$234,808.15
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	27	\$348,918.65	\$234,808.15

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	27	\$348,918.65	\$234,808.15
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	27	\$348,918.65	\$234,808.15

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	27	\$348,918.65	\$234,808.15
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	27	\$348,918.65	\$234,808.15

**South Metro Fire Department
BANK RECONCILIATION
June 30, 2020**

Old National Bank

Ending Balance - Checking	\$	1,857,631.08
Ending Balance - Savings Account		247,027.72
Outstanding Disbursement Checks		(54,354.11)

Adjustments:

RECONCILED BALANCE	\$ 2,050,304.69
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CITY TREASURER'S BALANCE:

Previous Month's Reconciled Balance	\$	1,678,155.97
Daily Receipts Posted		658,231.23
Disbursement Checks Issued		(304,583.60)
Payroll Checks and Direct Deposits		(198,675.87)
Rev Prior Month Adj	1,311.22	
	(3,487.76)	
	1,025.50	
	215,820.05	214,669.01
Dep not recorded - Feb	2,176.54	2,176.54
Charges April		
6/30/2020- June Service Charge		(106.64)
6/30/20 - June Interest-Savings		85.01
6/30/20 - June Checking Acct Int Pymt		353.04

RECONCILED BALANCE	\$ 2,050,304.69
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CASH ACCOUNT BALANCE:

Adjustments	\$	2,047,796.74
		2,507.95

RECONCILED BALANCE	\$ 2,050,304.69
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Cash by Fund:

	Beginning Balance	Net Activity	Ending Balance
General Fund	1,040,289.33	358,272.97	1,398,562.30
Grant Fund	(0.56)	-	(0.56)
Fire Assistance Fund		-	-
Debt Service Fund	72,643.34	-	72,643.34
Capital Fund	564,072.82	12,518.84	576,591.66
Total	1,677,004.93	370,791.81	2,047,796.74



Month End Report

Through 6/30/2020
Prior Fiscal Year Activity Included
Summary Listing

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	214,959.91	268,222.48	281,777.52	49%	485,345.40
Intergovernmental Revenues	174,035.00	.00	868.81	173,166.19	0%	164,147.83
Charges for Services	5,464,281.00	644,217.59	3,254,621.43	2,209,659.57	60%	2,103,433.54
Other Revenue	35,500.00	860.14	5,551.47	29,948.53	16%	(6,501.75)
Other Financing Sources	.00	.00	775.00	(775.00)	+++	.00
REVENUE TOTALS	\$6,223,816.00	\$860,037.64	\$3,530,039.19	\$2,693,776.81	57%	\$2,746,425.02
EXPENSE						
Personal Services	5,524,024.00	474,057.30	2,728,421.21	2,795,602.79	49%	2,676,768.62
Supplies	177,754.00	3,626.01	34,276.02	143,477.98	19%	124,256.08
Contractual Services	389,052.00	12,599.39	128,936.03	260,115.97	33%	203,828.30
Other Charges	132,985.00	5,830.07	39,510.61	93,474.39	30%	34,567.47
Capital Outlay	.00	.00	.00	.00	+++	(582.64)
Debt Service	.00	.00	.00	.00	+++	.00
Other Financing Uses	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$6,223,815.00	496,112.77	2,931,143.87	\$3,292,671.13	47%	\$3,038,837.83
Fund 101 - General Fund Totals						
REVENUE TOTALS	6,223,816.00	860,037.64	3,530,039.19	2,693,776.81	57%	2,746,425.02
EXPENSE TOTALS	6,223,815.00	496,112.77	2,931,143.87	3,292,671.13	47%	3,038,837.83
Fund 101 - General Fund Totals	\$1.00	\$363,924.87	\$598,895.32	(\$598,894.32)		(\$292,412.81)
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%	85,542.75
REVENUE TOTALS	\$183,650.00	\$0.00	.00	\$183,650.00	+++	\$85,542.75
EXPENSE						
Contractual Services	183,650.00	.00	.00	183,650.00	+++	182,505.00
EXPENSE TOTALS	\$183,650.00	\$0.00	\$0.00	\$183,650.00	+++	\$182,505.00
Fund 301 - Debt Totals						
REVENUE TOTALS	183,650.00	.00	.00	183,650.00	+++	85,542.75
EXPENSE TOTALS	183,650.00	.00	.00	183,650.00	+++	182,505.00
Fund 301 - Debt Totals	\$0.00	\$0.00	\$0.00	\$0.00		(\$96,962.25)
Fund 401 - Capital Projects						
REVENUE						
Intergovernmental Revenues	.00	.00	13,544.00	.00	+++	.00
Charges for Services	108,354.00	13,544.00	54,176.00	54,178.00	0	90,296.00
Other Revenue	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$108,354.00	\$13,544.00	\$67,720.00	\$54,178.00		\$90,296.00
EXPENSE						
Other Charges	.00	.00	.00	.00	+++	.00
Capital Outlay	162,709.00	175.92	17,804.16	144,904.84	11%	221,451.00
Other Financing Uses	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$162,709.00	\$175.92	\$17,804.16	\$144,904.84	11%	\$221,451.00
Fund 401 - Capital Projects						
REVENUE TOTALS	108,354.00	13,544.00	67,720.00	40,634.00	0	90,296.00
EXPENSE TOTALS	220,709.00	175.92	17,804.16	202,904.84	8%	221,451.00
Fund 401 - Capital Projects	(\$112,355.00)	\$13,368.08	\$49,915.84	(\$162,270.84)		(\$131,155.00)
Grand Totals						
REVENUE TOTALS	6,515,820.00	873,581.64	3,643,672.19	2,872,147.81	56%	2,842,776.52
EXPENSE TOTALS	6,570,174.00	496,288.69	2,922,093.03	3,706,080.97	44%	3,442,397.99
Grand Totals	(\$54,354.00)	\$377,292.95	\$721,579.16	(\$833,933.16)		(\$599,621.47)



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	4	5	5							24	20	
112 Fire in structure other than in a building													0	3	
113 Cooking fire, confined to container				1									1	6	
114 Chimney fire				1									1		
116 Fuel													0	1	
118 Trash					1								1	4	
121 Fire in mobile home used as fixed residence													0		
130 Mobile property (vehicle) fire, other			1										1		
131 Passenger vehicle fire	1	1			1	1							4	4	
132 Road Freight or transport vehicle fire						1							1	1	
133 Rail vehicle fire													0		
134 Water vehicle fire													0		
135 Aircraft Fire													0		
138 Off-road vehicle or heavy equipment fire													0	1	
142 Brush or bursh & grass mixture fire				1		2							3	3	
143 Grass Fire				1									1	1	
151 Outside rubbish fire				1									1	3	
154 Dumpster fire			1	1									2	2	
163 Outside equipment fire													0	1	
	4	5	5	10	7	9	0	0	0	0	0	0	40	50	
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	3	3	2							18	17	
	3	2	5	3	3	2	0	0	0	0	0	0	18	17	
RESCUE & EMERGENCY MEDICAL SERVICE															
311 Medical assist, assist EMS crew	1			1									2	2	
321 EMS call, excluding vehicle accident with injury	435	378	409	382	378	370							2352	2455	
322 Motor vehicle accident with injuries	6	4	2	8	4	15							39	54	
323 Motor vehicle/pedestrian accident (MV Ped)					2	1							3		
324 Motor vehicle accident with no injuries.	5		4	2	4								15	17	
341 Search for person on land													0	1	
350 Extrication, rescue, other					1								1	1	
352 Extrication of victims from vehicle													0	1	
353 Removal of victim(s) from stalled elevator	1				2	1							4	11	
355 Confined Space Rescue													0		
357 Extrication of victim(s) from machinery													0		
360 Water & ice related rescue, other					1	1							2		
361 Swimming/recreational water areas rescue													0	1	
362 Ice Rescue													0	1	
365 Watercraft rescue			1										1		
372 Trapped by power lines0													0		
381 Rescue or EMS standby													0		
	448	382	416	393	392	388	0	0	0	0	0	0	2419	2544	
HAZARDOUS CONDITION (NO FIRE)															
400 Hazardous condition, other		1											1	2	
411 Gasoline or other flammable liquid spill		1		3									4	2	
412 Gas leak (natural gas or LPG)	3	3	1	2	1								10	10	
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							2	15	
440 Electrical equipment problem			1	2	2	2							7	6	
442 Overheated motor	2			2	2										
444 Power line down	1				3	6							10		
445 Arch, shorted electrical equipment	1		1		3	3							8	13	
451														1	
461 Building or structure weakened or collapsed													0		
462 Aircraft standby													0		
463 Vehicle accident, cleanup													0	2	
471 Explosive, bomb removal													0		
481 Attempt to burn													0		
	8	6	4	9	11	12	0	0	0	0	0	0	50	52	
SERVICE CALL															
500 Service Call, other				2									2	6	
510 Person in distress, other													0	2	
519 Person in distress													0		
520 Water problem, other						1							1	1	
522 Water or steam leak	1	2											3		
531 Smoke or odor removal	1		1		1	1							4	8	
551 Assist police or other governmental agency	4	4	11	11	8	9							47	57	
553 Public service	7	5	1	3	4	6							26	13	
554 Assist invalid	33	23	19	53	61	39							228	171	
561 Unauthorized burning			3	11	6	6							26	26	
	46	34	35	80	80	62	0	0	0	0	0	0	337	284	



BLS Transports	160	125	134	118	111	128	776	794
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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.smfdmn.org

DATE: July 22, 2020

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **Donation**

Summary:

South Metro has had turnout gear washers in the stations since its inception. These washers are necessary to clean our turnout gear after a fire. Washing the turnout gear ensures the products of combustion are removed from the turnout gear thereby reducing our personnel's exposure to cancer-causing agents. However, we have never had an appropriate solution for drying our gear after washing other than air drying, a process that could take several days.

The department identified a need for a better solution to dry our turnout gear. Initially our plan was to purchase commercially available gear dryers at a cost of \$9,000.00 a piece. During the evaluation of the gear dryers it was determined that our personnel could build two gear dryers in house at a significant savings to the department.

While preparing for the build one of our personnel contacted a DG Welding & Mfg., Inc. about the price of two carts to mount the gear dryers on. DG Welding & Mfg., Inc. graciously agreed to build the carts and donate their labor and material costs.

Budget Impact:

The CEP adopted in 2019 included \$18,000 for the purchase of two commercial gear dryers in 2020. Department members constructed two gear dryers in house. The cost of materials not including the donated carts was less than \$1000.00. The donated labor and materials from DG Welding & Mfg., Inc. totaled \$5,005.00. The savings realized from this project will be used on future capital purchases.

Recommendation:

Approve Resolution 2020-07 accepting the donation of labor and materials from DG Welding & Mfg., Inc.

Attachment:

Resolution 2020-07 Accepting Donation

Gear dryer constructed by South Metro Fire personnel.



Commercially available gear dryer.



South Metro Fire Department

Resolution Number 2020-07

RESOLUTION ACCEPTING DONATION

WHEREAS, South Metro Fire Department has had the equipment to wash turnout gear; and

WHEREAS, the Department has had to air dry turnout gear after washing; and

WHEREAS, air drying turnout gear takes a significant amount of time while leaving the gear unusable until it dries; and

WHEREAS, the department identified a need for turnout gear dryers; and

WHEREAS, commercially available turnout gear dryers are a significant expense; and

WHEREAS, the department constructed turnout gear dryers in house; and

WHEREAS, DG Welding & Mfg., Inc's desired to donate labor and materials for the turnout gear dryer project; and

WHEREAS, the South Metro Board of Directors acknowledges DG Welding & Mfg., Inc's generosity and extends their sincere appreciation for the donation.

NOW, THEREFORE, BE IT RESOLVED the Board of Directors accepts the donation of labor and materials for the construction of turnout gear dryers on behalf of the South Metro Fire Department.

Passed by the Board of Directors on July 22, 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: July 22, 2020

To: President and Board

From: Mark Juelfs, Fire Chief

Re: Replacement of Ambulance

Summary:

During the 2021 Budget process, the Board adopted a capital plan that included the replacement of one ambulance (Ambulance 1). Based on current usage and reliability experience, the replacement schedule for ambulances in our organization is every 6 years. Ambulance 1 was placed into service in 2014 and is now scheduled for replacement. Once replaced, Ambulance 1 will become Ambulance 3 and the current Ambulance 3 will move to reserve status. The reserve ambulance gets used when one of the front-line ambulances is out of service for any reason, during callbacks or special events. It is anticipated to remain in reserve service for an additional 3 years.

The vendor has indicated that the delivery date for the new ambulance would be approximately 180-220 days after the order is placed and the vehicle specifications are reviewed and finalized. **Payment is not due until delivery of the ambulance**, which will occur in 2021. If approved at this meeting, the new ambulance would be placed into service in Q1 2021.

Budget:

Chief Nelson, with help from several department members, has been working to refine the specifications of the new ambulance and has received an updated price quote (attached). The new ambulance will be very similar to the last ambulance we purchased, with some minor improvements. Included in the 2021 Capital Plan is \$276,000 to replace an ambulance. The current price quote of \$256,259 is based on the preliminary review of the specifications. There are some additional costs for updating and mounting equipment in the amount of \$18,000. The total cost of the project is \$274,259 which is less than the projected amount in the Capital Plan. The Capital Plan is sufficiently funded to support the purchase of a new ambulance.

Recommendation:

Authorize staff to proceed with the ordering of a new ambulance to replace Ambulance 1 at an estimated cost of \$256,259 with an additional \$18,000 in ancillary costs for a total of \$274,259, not to exceed the budgeted amount of \$276,000. The ambulance would be purchased from Premier Specialty Vehicles, utilizing our membership in the Savvik Buying Group, like past purchases.

Attachment:

Premier Specialty Vehicles Price Quote



06/08/20

Mr. Mike Nelson
South Metro Fire Dept
310 Marie Ave
South St. Paul, MN. 55075

PRICE QUOTATION

2020 HORTON EMERGENCY VEHICLES

Type III Ambulance – Custom Unit – Model # 553

CHASSIS

2019 Ford E-450 R.V. Cutaway Chassis

158" Wheelbase
Mileage – New – Delivery Miles Only
6.8 Liter Triton V10 Gasoline Engine
Automatic Overdrive Transmission
Cab Interior Color - Gray
XL Trim Package
Radial Tires
Intermittent Wipers
Tilt Steering Wheel
AM-FM Digital Stereo Radio with Bluetooth
High Back Cloth Captains Chairs
Cruise Control
Electric Locks
Electric Windows
Anti-Lock Brakes
Handling Package
Single Heavy-Duty Alternator
Cab Air Bags

MODULAR BODY

Builder = Horton Emergency Vehicles
Model = Type III, - # 553- Custom

BASE UNIT PRICE = \$ 144,418.00

ADDITIONAL OPTIONAL ITEMS INCLUDED ON THIS UNIT

Custom Paint Graphics Scheme Allowance	\$ 2,575.00
Lettering & Graphics Allowance	\$ 575.00
Diamond Grade Chevron Safety Stripes on the Rear of Vehicle	\$ 1,575.00
Paint Chassis Cab Red with a Grey Roof	\$ 2,350.00
(HOPS) Horton Occupancy Protection System	\$ STD
Horton 360 Degree Camera System with Brigade Windshield & Side Monitor	\$ 3,410.00
Cool Tech 2 AC System	\$ 3,260.00
Blackout Options:	\$ 3,544.00
(F & R Bumper, Rear Riser Plate, Corner Guards, Window Frames, Door Handles, Fuel Fill Housing, Running Boards, Air Horns, Siren Speaker Bezels, OEM Rims Painted Gray to Match Cab Roof)	
Blackout Stainless Steel Rub Rails	\$ 420.00
Pass Through Access to Chassis Cab in Place of the Walk-Through Cab	\$ STD
Sliding Plexiglass Door for Cab Access Close Off in Pass Through Window	\$ 325.00
Rear Mud Flaps	\$ STD
Running Boards – Aluminum Diamond Plate with Star Punch Grips	\$ 410.00
Cab Red Flashing Door Open Indicator Light	\$ 97.00
Modify Cab Recess – Increase to 10” ILOS 6”	\$ 995.00
All Exterior Compartment Doors to Open to 120 Degrees	\$ NC
Removable Wire Access Panel in Exterior Compartment # 1	\$ 85.00
Adjustable Shelf in Exterior Compartment # 1 above Oxygen Tank	\$ 196.00
Vertical Divider in Exterior Compartment # 1 Oxygen Comp.	\$ 137.00
ROK Velcro Backboard Strap in Exterior Comp # 1	\$ NC
Install an Adjustable Pull Out Self In Exterior Compartment #2	\$ 473.00
Add Exterior Comp # 3 Sliding Tool Drawer above Wheel Well Area	\$ 1,120.00
Slide Out Tray and Bracket System for Stair Chair on Left Wall # 4	\$ 473.00
Install a ROK Strap in Slide Out Tray to Hold Stair Chair in Place	\$ NC
Install (2) Full Height Adjustable Track with ¼” Mounting Plate Back Wall # 4	\$ 196.00
Install (2) Full Height Adjustable Track with ¼” Mounting Plate Right Wall # 4	\$ 196.00
Vertical Divider in Exterior Comp # 4 for Stair Chair Storage	\$ 137.00
Fixed Shelf in Exterior Compartment # 4 above Shackle Box	\$ 196.00
Additional Venting in Compartment # 4	\$ 98.00
Recessed Pocketed Door Panel for Stair Chair Slide Out Tray	\$ 176.00
Sweep Out Floors in All Exterior Compartments Except # 2 Street Side Comp	\$ 543.00
Install (1) Door on Drivers Rear Compartment # 4 ILOS (2) Doors	\$ NC
Lower Curbside Step 3” – Double Step Curbside Entry	\$ 723.00
Stainless Steel Sill Plates on (3) Exterior Comps.	\$ 240.00
Extended Corner Diamond Plate Corner Guards	\$ 89.00
Wire OEM Chassis Locks to Module	\$ 145.00
Hidden Switch for Electric Locks	\$ 109.00
Electric Door Locks in Patient Compartment Access Doors	\$ STD
Dri-Dek Tiles on Exterior Compartment Floors & Shelves	\$ 510.00
Solid Surface (Avonite) Counter Tops (1)	\$ 809.00
Stainless Walls above Counters Tops (1)	\$ 407.00

Child Safety High Back Captains Chair Attendant Seat with 4 Point Lap Belt	\$ 1,391.00
Modify Front Street Side Cabinet for Heat/AC for Swivel Seat	\$ 505.00
Vertical Dividers in the Inhalation Interior Cabinet (10 Dividers)	\$ 291.00
Restocking Style Doors in the Main Wall/Curb Side Cabinets (3)	\$ 762.00
Stainless Steel A Bar at Head of Bench with Sharps/Waste Above Riser Plate	\$ 652.00
Vertical Dividers in Curbside Interior Cabinet (10 Dividers)	\$ 291.00
Curbside Cabinet above Squad Bench with hinged Plexiglas Doors	\$ 193.00
(2) Recessed IV Hangers in the Ceiling	\$ STD
8' Ceiling Grab Bar above the Squad Bench in lieu of 6'	\$ 54.00
(1) 5 lb. ABC Fire Extinguisher	\$ STD
Horton Silhouette LED Lights Installed in Rub Rails Red/White Blue/White (10)	\$ 1,630.00
(Program white to steady burn on in secondary mode with headlights on)	
Whelen OS LED Lights Mounted Over Interior Rear Doors (1) Red (2) Amber	\$ 225.00
Whelen Pioneer LED Model # PCPSM2C Scene Light (2 total)	\$ 3,145.00
Whelen Pioneer LED Model # PCPSM2C Front Facing Brow Scene Light (1)	\$ 1,589.00
Whelen Vertex LED Lights Mounted On Forward Side Of Chassis Mirrors	\$ 468.00
(Install Red/White On Drivers Side, Blue/White On Passenger Side)	
TOMAR T792HL-R Preemption Emitter with Black Flange/Above Pioneer	\$ 986.00
Whelen LINV2 Lights (8) LED Grill Lights B/B/W/B/R/W/R/R Installed	\$ 3,158.00
Whelen M6 LED Lights (11) Front Face B/BW/B/W/B/RB/R/W/R/RW/R	\$ 3,311.00
Whelen M6 LED Lights (10) Across Rear Face R/R/R/LL/RB/BR/LL/B/B/B	\$ 3,010.00
Whelen M6V2BC LED Rear Wheel Well Warning (2 total) (1) Blue (1) Red	\$ 602.00
Whelen M6 LED Light Heads on Each Upper Side of Body (2) 1 Red 1 Blue	\$ 462.00
Whelen M6 LED Split Light Heads on Each Upper Side of Body 2 R/W 2 R/W	\$ 462.00
(Program off in secondary mode and white portion on in secondary mode with scene lights on with door open or scene lights switch on)	
Whelen M6 LED Light Heads on Each Upper Side of Body Centered (2) R, B	\$ 602.00
Whelen M6 LED Light Heads on Rear Window Level of Body Centered (4) R, B	\$ 924.00
Whelen M6 LED Light Heads on Rear Body Below Tail Light Cluster (2)	\$ 602.00
Whelen M6 Series Tail Light/Backup/Turn Signal Cluster ILOS	\$ 333.00
Whelen 4" 2G LED Running Board/Entry Lights Installed In Stone Guard	\$ 394.00
Whelen PELCC Ground Lights (4) Total On Module (2) Per Side	\$ 986.00
Whelen Electronic Dual Tone Siren 295SLSC1 Scan Lock Siren	\$ 391.00
Wire and Program Siren to Cut Off in Secondary Mode	\$ 109.00
Wire & Program Off In Secondary Front Flashers, Siren/Howler/Pre-Emption	\$ 327.00
Wire and Program a Siren Park Override Switch in Front Control	\$ 109.00
Wire and Program Front I4G Controller for Secured Engine Idle System	\$ 482.00
Whelen HOWLER Low Frequency Siren Speaker System Installed	\$ 750.00
Buell Dual Air Horns – Recessed in Front Chassis Bumper or Air Dam	\$ 2,843.00
(Install air horn compressor inside street side exterior compartment ceiling in the front upper corner in ceiling and as tight to the wall as possible to maximize compartment space and storage.)	
2 – Additional Interior 110 Volt Outlets (2 Module & 1 in Cab, 1 # 2 Ext Comp)	\$ 246.00
(110 outlets to be combination 110 and USB)	
1 – Additional Interior 110 Volt Outlet Installed In Lower Section Front Cabinet	\$ 123.00
(110 outlets to be combination 110 and USB)	
3 – 12 Volt Cigarette Style Outlets 1- Bulkhead 1- Main Wall 1- Cab Floor Area	\$ STD
3- Additional 12 Volt Outlets Installed Inside Console Floor Area in Cab Console	\$ 243.00

1 – Additional Interior 110 Volt Outlet Installed on Chassis Cab Wall Driver Edge \$	123.00
(110 outlets to be combination 110 and USB)	
Twist Lock Style 20 Amp Shoreline	\$ Standard
Vanner 1050CUL 1050-Watt Power Inverter with 45 AMP Battery Charger	\$ 2,931.00
Program Side Scene Lights to Come on When Side Door is Opened	\$ 129.00
Program Rear Load Lights to Come on When Rear Doors are Open	\$ Standard
Program Rear Load Lights to Come on When Vehicle is Placed in Reverse	\$ 109.00
Module Disconnect Timer	\$ STD
Replace (6) Halogen Dome Lights in Rear Module with Whelen LED Hi/Low	\$ 1,944.00
LED Light Timer Mounted Near Side Entry Door	\$ 260.00
Program Cab Control Switch for Rear ROM LED Timer Cancel	\$ NC
Program Cab Light Control for Rear Dome Lights	\$ NC
Program Cab Control Switch for Rear Vent Fan	\$ NC
Program Cab Control Switch for Rear ROM LED Lights	\$ NC
Program Cab Control Switches for All Emergency Lighting in One Row in Panel	\$ STD
1 – Motorola K94 Antenna Base with Coax Installed	\$ NC
(Coax Dead End Locations –1 Center Cab Console)	
Custom Aluminum Cab Console with Map Storage/ (3) Drink Holders & Mods	\$ 776.00
Relocate (1) Oxygen Outlet to the End of Curb Side Wall Cabinet above Bench	\$ NC
Front End Alignment – Prior to Delivery	\$ NC
CO Detector	\$ 459.00
400 CFM Exhaust, 400 CFM Fresh Air Supply	\$ STD
Stryker Power Load System (Installed)	\$ 23,950.00
Stryker Power Pro 6506 With Options Listed	\$19,800.00
(XPS, PL Compatibility kit, Knee Gatch, Steer lock, 3 stage IV pole, Pocketed back rest pouch, Retractable head end O2 bracket, Head end storage flat, Equipment hook)	
Dark Tint Rear Privacy Windows Installed in Rear Doors (2)	\$ NC
Horton Silhouette LED Lighting Installed In Exterior Doors that Face the Rear (8)	\$ 1,312.00
(Install the Horton silhouette LED Lights at the bottom edge of all exterior compartment doors in place of the upper areas) (Entry doors will remain at the top edges, vertical edge of # 4 street side rear door edge)	
Horton I4G Integrated Rear LED Arrow Stick Advisor Bar	\$ 975.00
Wiring of the Traffic Advisor to Operate with Red Flashing and Normal Function \$	97.00
(wire to stay on in primary or secondary emergency mode)	
Lower Street Side of Module Body 3” to Match Curbside 3” Drop	\$ 723.00
Relocate the PD Box to Behind the Rear Drivers Seat Bulkhead Wall	\$ NC
Relocate the Power Inverter to Linen Closet to Behind the Rear Drivers Seat	\$ NC
Relocate the Suction Pump to Linen Closet to Behind the Rear Drivers Seat	\$ NC
2 – 24” ROM LED Lights ILO Fluorescents in Patient Compartment	\$ 602.00
Install Intellitec LED Clock Time Manager In Rear Inhalation Wall Area	\$ 351.00
Install a Glove Box Cabinet at The Head end Wall Area of the Bench	\$ 507.00
Install Approx. 48” Wide CPR Seat to Accommodate Current Fleet Design Width \$	NC
Install Sierra Wireless AirLink MP70 LTE Router System with External Antenna \$	2,450.00

TOTAL PRICE OF ABOVE OPTIONS \$ 116,6746.00

Delivery from Grove City, Ohio to St Paul, MN. \$ 1,995.00

2021 Model Year ILO 2019 E-450 Chassis Upgrade. \$ 2,100.00

TOTAL PRICE DELIVERED TO St. Paul, MN. \$ 265,259.00

Less Ford's Municipal Fleet Discount (Estimated) if Applicable - \$ 6,000.00

Lees PSV Loyal Customer/No Trade Discount - \$ 3,000.00

TOTAL PRICE DELIVERED TO St. PAUL, MN. \$ 256,259.00

Delivery of this vehicle would be approximately 180-220 Days.

Respectfully Submitted,

Mark Rethwisch
Sales Associate



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

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

www.southmetrofire.com

DATE: July 22, 2020

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **General Updates**

Summary:

Below are updates on some current topics:

2020 Fire Engines

The truck committee visited the Rosenbauer factory for the final inspection of the first completed engine last week. The inspection includes reviewing the agreed upon specifications and going over the engine to ensure the build meets the specifications. The factory is working on the items identified and we are hopeful to take delivery within a week or two. The second engine should be ready for inspection by time of the board meeting.

In addition to the inspection, the committee brought the equipment that requires mounting in the compartments to Rosenbauer. As part of the purchase price Rosenbauer will mount the equipment which will enable us to get the engines in service faster than if we did the mounting ourselves.

After delivery it will take approximately a month to train our personnel and put the engines in service.

PAR360

On July 3rd, our mental health committee met with Dr. Gavian to begin the process of implementing our new mental health program. Dr. Gavian reviewed some of the features of the program including upcoming training for Chief Officers and Captains, training for personnel and family members, online resiliency training, a member only Facebook page where personnel can connect with Dr. Gavian, and most importantly biannual resiliency check-ins.