



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

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www.southmetrofire.com

AGENDA BOARD OF DIRECTORS MEETING

Meeting Date: August 18, 2021, at 4:30 PM
Meeting Place: West St. Paul, Lobby Conference Room

- I. Roll Call
Board Members: Berry, Francis, Napier, Seaberg, Wippermann
- II. Adopt Agenda
- III. Communications/Recognitions
 - a. [Thank You from John Patros](#)
 - b. [Thank You from Inver Hills Community College](#)
- IV. Consent Agenda
 - a. [July 21, 2021, Meeting Minutes](#)
 - b. [July 2021 List of Claims](#)
 - c. [July 2021 Bank Reconciliation](#)
 - d. [July 2021 Month End Budget Report](#)
 - e. [July 2021 Run Summary Report](#)
- V. Committee Reports
 - a. None
- VI. Agenda Items
 - a. [October Hiring](#)
 - b. [MBFTE Redistribution](#)
 - c. Other
- VII. Public Comment
- VIII. Adjourn

Next Regular Meeting – September 15, 2021, West St. Paul

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

Dear Firechief Johnson,
I just want to Give you the biggest thank you of all time. You opened up a whole new world to me, I can't begin to tell you how much fun and exiting experiences I had just in that one day. Your firefighters (family) where the coolest group of guys that I have ever met. I'm not just saying that, I truly believe that. The way the interact with each other, Joke around and be serious about things. The way I watched matt handle situations was so cool to me, It's like they do there job but still have a hell of a time doing it. Something I want in my future job, when the boys where telling me about the things and challenges about the job and how to become a fire fighter, it only made me more excited and thirsty to get started. And I see it as a challenge and competition to be the top of my class. Your guys inspired me to really try as hard as I can to Get the badge. I was never the best at school and never fit in when it came to the school/classroom side of things, I am open to learn. But this just showed me I can learn and do things with my ~~hands~~ hands. I can apply my strengths to this job. It felt ~~right~~ right when I was in that station, learning about fires, and helping and even knocking down doors. SO cool!! I would like to also thank Tony for teasing and joking around with me, Nate - teaching me about doors and life lessons about fire fighting and life in general. Mark - THE COOLIST GUY EVER, I loved his energy and his enthusiasm/openness towards me, he talked to me like we where best friends and I really appreciate it. Joe - showing me around and asking me questions about myself. And Matt - respectful, humble, generous and a good freakin' man, cares about ever you and cares about me and my future.
- John Patros (future firefighter)

Mark Juelfs

From: Terry Johnson
Sent: Tuesday, August 10, 2021 12:18 PM
To: Mark Juelfs
Subject: FW: Thank you

FYI – A thank you from IHCC.

Terry Johnson

Assistant Fire Chief
South Metro Fire Department
651-552-4172(Office) 612-309-0544(Cell)

From: Ussatis, David V <dussatis@inverhills.edu>
Sent: Tuesday, August 10, 2021 11:24 AM
To: Terry Johnson <TJohnson@smfdmn.org>
Subject: Thank you

Hi Terry,

The Summer session has drawn to a close, and I wanted to say thank you, to you and your entire organization, for allowing us to be a part of the great world of EMS. I also wanted to let you know that this was my last class at Inver, and I'm wondering if I can pass on your contact information to those that take up the mantle. I have accepted a full time slot with Hasting Fire, as I wanted to see how you cool kids do things. Take care,

Dave

MINUTES

SOUTH METRO FIRE DEPARTMENT BOARD OF DIRECTORS

Wednesday July 21, 2021
West St Paul Lobby Conference Room

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

Also Present: Mark Juelfs, Joel Hanson, Char Stark, Clara Hilger, Deb Wheeler, Sam Seal, Mark Erickson

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

ADOPT AGENDA

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

COMMUNICATIONS/RECOGNITIONS

Thank You Card from Jackie Neve. She thanked the department for the involvement in the MN Make a Wish Ride.

Resignation letter from Adam Schewe

Resignation letter from Sam Severson

Presentation by Dr. Margaret Gavian

Dr. Gavian updated the Board of the progress made with the Par360 Program and what to expect with the second year. She mentioned that the mental health check-ups went very well and that year two she would like to have retreat style training for chiefs and families. Dr. Gavian indicated that success of the program is shown with the volume of participation and the willingness of crews to openly discuss bad calls.

There will be no increase in cost for the second year.

Board member Francis feels that Par360 has exceeded all expectations.

Dr. Gavian expressed her appreciation for all the feedback and said she hopes to make improvements and feels there is a lot more to be done.

CONSENT AGENDA

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

COMMITTEE REPORTS

None

AGENDA ITEMS

2022 Budget

Chief Juelfs provided the 2022 Budget Overview, the 2022 Draft Budget and the 2022 Draft Capital Plan. He was provided an extension, by both city councils, to submit a gross Budget after the July meeting. He informed the Board that with the new Fire Taxing District Legislation the levy cap has been eliminated and he would like to discuss adding three new firefighter positions in 2022. The consensus of the Board was to move forward with the additional positions after both councils discuss the increase in cost. The increase in staff would cost approximately 250,000 per year.

Motion was made to approve the 2022 budget as presented with the option of adding three firefighter positions after discussing and approval from both city councils by Seaberg; seconded by Napier.
Motion carried.

Minnesota Task Force One Update

Chief Mark Erickson informed the Board on issues related to a recent letter that MNTF-1 received from the State Fire Marshal's office. The letter indicated that the current team consisting of members from Dakota County SOT, Edina Fire, Minneapolis Fire, Rochester Fire and St. Paul Fire would be eliminated, and a new team would be formed with Minneapolis and St. Paul Fire personnel. This action is being contested by MNTF-1 which is a JPA between the member organizations. At this time State Legislators have gotten involved and a resolution is anticipated in the near future.

Chief Juelfs reminded the Board that following the August 18th meeting there be a badging ceremony for our new personnel.

PUBLIC COMMENT

None

MOTION TO ADJOURN

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

The next regular meeting is scheduled on August 18th, at 4:30 pm in West St Paul.

Respectfully submitted By:

Deb Wheeler

SOUTH METRO FIRE

Summary of List of Claims Board Meeting of August 18, 2021

PAYROLL CHECK REGISTER:

Payroll Period	7/12 - 7/25	
Date Paid	7/30/2021	\$ 104,178.79
Direct Deposit		

Payroll Period	7/26 - 8/8	
Date Paid	8/13/2021	\$ 99,574.49
Direct Deposit		

Payroll Period		
Date Paid		\$ -
Direct Deposit		

TOTAL NET PAYROLL

\$ 203,753.28

DISBURSEMENT CHECK REGISTER:

Checks	9685 - 9718	\$ 66,432.28
EFTS	2070 - 2088	\$ 203,126.47

TOTAL DISBURSEMENT CHECKS

\$269,558.75

TOTAL PAYROLL, DISBURSEMENTS, ACH'S

\$473,312.03

Payment Register

From Payment Date: 7/15/2021 - To Payment Date: 8/12/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
<u>Check</u>									
9685	07/21/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$240.90		
9686	07/21/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,204.50		
9687	07/22/2021	Open			Accounts Payable	ARROW MOWER, INC	\$37.56	\$37.56	\$0.00
9688	07/22/2021	Open			Accounts Payable	Crew Sense	\$1,913.48	\$1,913.48	\$0.00
9689	07/22/2021	Open			Accounts Payable	Francis, James	\$100.00		
9690	07/22/2021	Open			Accounts Payable	Further	\$133.80	\$133.80	\$0.00
9691	07/22/2021	Open			Accounts Payable	HENRY SCHEIN	\$33.58	\$33.58	\$0.00
9692	07/22/2021	Open			Accounts Payable	Insight Public Sector	\$728.97	\$728.97	\$0.00
9693	07/22/2021	Open			Accounts Payable	Kno2	\$4,440.00	\$4,440.00	\$0.00
9694	07/22/2021	Open			Accounts Payable	LEAGUE OF MN CITIES INS. TRUST	\$1,409.49	\$1,409.49	\$0.00
9695	07/22/2021	Open			Accounts Payable	LOWE'S COMMERCIAL SERVICES	\$471.31	\$471.31	\$0.00
9696	07/22/2021	Open			Accounts Payable	METRO SALES, INC	\$284.54		
9697	07/22/2021	Open			Accounts Payable	Minnesota Driver and Vehicle Services	\$25.00		
9698	07/22/2021	Open			Accounts Payable	NAPA	\$119.96	\$119.96	\$0.00
9699	07/22/2021	Open			Accounts Payable	Napier/ David	\$100.00	\$100.00	\$0.00
9700	07/22/2021	Open			Accounts Payable	NINTH BRAIN	\$96.00	\$96.00	\$0.00
9701	07/22/2021	Open			Accounts Payable	OXYGEN SERVICE COMPANY	\$75.84	\$75.84	\$0.00
9702	07/22/2021	Open			Accounts Payable	PRAXAIR	\$96.96	\$96.96	\$0.00
9703	07/22/2021	Open			Accounts Payable	Rihm Kenworth	\$36.76	\$36.76	\$0.00
9704	07/22/2021	Open			Accounts Payable	Seaberg, Thomas	\$100.00	\$100.00	\$0.00
9705	07/22/2021	Open			Accounts Payable	SPOK, INC	\$69.28	\$69.28	\$0.00
9706	07/22/2021	Open			Accounts Payable	WIPPERMANN/DENNIS	\$100.00	\$100.00	\$0.00
9707	08/03/2021	Open			Accounts Payable	AT&T MOBILITY	\$983.44		
9708	08/03/2021	Open			Accounts Payable	CARDMEMBER SERVICES	\$3,254.97		
9709	08/03/2021	Open			Accounts Payable	DAKOTA COUNTY TREASURER	\$1,516.45		
9710	08/03/2021	Open			Accounts Payable	EMERGENCY SERVICES MARKETING C	\$810.00		
9711	08/03/2021	Open			Accounts Payable	HENRY SCHEIN	\$132.96		
9712	08/03/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$240.90		
9713	08/03/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,164.35		
9714	08/03/2021	Open			Accounts Payable	NAPA	\$20.56		
9715	08/03/2021	Open			Accounts Payable	NINTH BRAIN	\$96.00		
9716	08/03/2021	Open			Accounts Payable	S ST PAUL/CITY OF	\$45,863.00		
9717	08/03/2021	Open			Accounts Payable	TWINCITIES PIONEER PRESS	\$375.72		

Payment Register

From Payment Date: 7/15/2021 - To Payment Date: 8/12/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
9718	08/03/2021	Open			Accounts Payable	US Bank Equipment Finance	\$156.00		
Type Check Totals:					34 Transactions		\$66,432.28	\$9,962.99	\$0.00

1-ANCHOR BAN - ANCHOR BANK Totals

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	34	\$66,432.28	\$9,962.99
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	34	\$66,432.28	\$9,962.99

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	34	\$66,432.28	\$9,962.99
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	34	\$66,432.28	\$9,962.99

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	34	\$66,432.28	\$9,962.99
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	34	\$66,432.28	\$9,962.99

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	34	\$66,432.28	\$9,962.99
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	34	\$66,432.28	\$9,962.99

Payment Register

From Payment Date: 7/15/2021 - To Payment Date: 8/12/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
<u>EFT</u>									
2070	07/16/2021	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,235.00	\$1,235.00	\$0.00
2071	07/16/2021	Open			Accounts Payable	IRS - PR TAXES	\$19,447.26	\$19,447.26	\$0.00
2072	07/16/2021	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,358.44	\$6,358.44	\$0.00
2073	07/16/2021	Open			Accounts Payable	MN II LIFE -- HSA	\$1,818.46	\$1,818.46	\$0.00
2074	07/16/2021	Open			Accounts Payable	MSRS	\$250.00	\$250.00	\$0.00
2075	07/16/2021	Open			Accounts Payable	MSRS - HCSP	\$2,406.73	\$2,406.73	\$0.00
2076	07/16/2021	Open			Accounts Payable	NATIONWIDE	\$2,700.00	\$2,700.00	\$0.00
2077	07/16/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$45,326.80	\$45,326.80	\$0.00
2078	07/16/2021	Open			Accounts Payable	Further	\$29.00	\$29.00	\$0.00
2079	07/30/2021	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,235.00	\$1,235.00	\$0.00
2080	07/30/2021	Open			Accounts Payable	IRS - PR TAXES	\$20,956.40	\$20,956.40	\$0.00
2081	07/30/2021	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,794.75	\$6,794.75	\$0.00
2082	07/30/2021	Open			Accounts Payable	MN II LIFE -- HSA	\$1,768.46		
2083	07/30/2021	Open			Accounts Payable	MSRS	\$250.00		
2084	07/30/2021	Open			Accounts Payable	MSRS - HCSP	\$2,434.26		
2085	07/30/2021	Open			Accounts Payable	NATIONWIDE	\$2,700.00	\$2,700.00	\$0.00
2086	07/30/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$46,225.90	\$46,225.90	\$0.00
2087	07/30/2021	Open			Accounts Payable	OLD NATIONAL BANK	\$106.96	\$106.96	\$0.00
2088	07/31/2021	Open			Accounts Payable	HEALTHPARTNERS	\$41,083.05		
Type EFT Totals:							\$203,126.47	\$157,590.70	\$0.00
1-ANCHOR BAN - ANCHOR BANK Totals									

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$203,126.47	\$157,590.70
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	19	\$203,126.47	\$157,590.70

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$203,126.47	\$157,590.70
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	19	\$203,126.47	\$157,590.70

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$203,126.47	\$157,590.70
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	19	\$203,126.47	\$157,590.70
All	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$203,126.47	\$157,590.70
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	19	\$203,126.47	\$157,590.70

South Metro Fire Department
BANK RECONCILIATION
July 31, 2021

Old National Bank	
Ending Balance - Checking	\$ 2,237,404.22
Ending Balance - Savings Account	247,238.48
Outstanding Disbursement Checks	(9,769.67)
DIT	0.00
Adjustments:	
RECONCILED BALANCE	\$ 2,474,873.03

CITY TREASURER'S BALANCE:	
Previous Month's Reconciled Balance	\$ 2,104,187.45
Daily Receipts Posted	1,004,561.06
Disbursement Checks Issued	(324,115.96)
Payroll Checks and Direct Deposits	(309,309.52)
Net Je's	0.00
Rev Prior Month Adj:	5.00
Returned Deposit 3/22/21 - Lexis Nexis	(5.00)
7/30/21 - IRS Pymt clrd higher - will clear in Aug21	(450.00)
RECONCILED BALANCE	\$ 2,474,873.03

CASH ACCOUNT BALANCE:	\$ 2,475,328.03
Adjustments	(455.00)
RECONCILED BALANCE	\$ 2,474,873.03

Cash by Fund:

		Beginning Balance	Net Activity	Ending Balance
General Fund	101-10101	815,599.12	365,318.56	1,180,917.68
Grant Fund	201-10100	899.44	-	899.44
Fire Assistance Fund		-	-	-
Debt Service Fund	301-10101	45,788.34	-	45,788.34
Capital Fund	401-10101	1,241,905.55	5,817.02	1,247,722.57
	Total	2,104,192.45	371,135.58	2,475,328.03



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%	271,752.37
Intergovernmental Revenues	183,534.00	.00	8,340.69	175,193.31	5%	868.81
Charges for Services	5,576,741.00	627,881.13	4,006,539.01	1,570,201.99	72%	3,864,522.29
Other Revenue	50,000.00	100.00	1,827.89	48,172.11	4%	9,276.47
Other Financing Sources	.00	.00	18,484.22	(18,484.22)	+++	775.00
REVENUE TOTALS	\$6,360,275.00	\$627,981.13	\$4,097,997.14	\$2,262,277.86	64%	\$4,147,194.94
EXPENSE						
Personal Services	5,667,793.00	378,288.62	3,111,903.31	2,555,889.69	55%	3,112,161.76
Supplies	178,279.00	2,412.13	75,455.45	102,823.55	42%	52,173.37
Contractual Services	382,443.00	11,289.94	186,332.98	196,110.02	49%	173,209.29
Other Charges	131,759.00	8,780.21	64,417.15	67,341.85	49%	44,313.20
Capital Outlay	.00	.00	.00	.00	+++	.00
Debt Service	.00	.00	.00	.00	+++	.00
Other Financing Uses	.00	.00	366,171.00	(366,171.00)	+++	.00
EXPENSE TOTALS	\$6,360,274.00	400,770.90	3,804,279.89	\$2,555,994.11	60%	\$3,381,857.62
Fund 101 - General Fund Totals						
REVENUE TOTALS	6,360,275.00	627,981.13	4,097,997.14	2,262,277.86	64%	4,147,194.94
EXPENSE TOTALS	6,360,274.00	400,770.90	3,804,279.89	2,555,994.11	60%	3,381,857.62
Fund 101 - General Fund Totals	\$1.00	\$227,210.23	\$293,717.25	(\$293,716.25)		\$765,337.32
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	45,913.00	137,737.00	0%	91,826.00
REVENUE TOTALS	\$183,650.00	.00	45,913.00	\$137,737.00	+++	\$91,826.00
EXPENSE						
Contractual Services	183,650.00	.00	26,855.00	156,795.00	+++	64,971.00
EXPENSE TOTALS	\$183,650.00	.00	26,855.00	\$156,795.00	+++	\$64,971.00
Fund 301 - Debt Totals						
REVENUE TOTALS	183,650.00	.00	45,913.00	137,737.00	+++	91,826.00
EXPENSE TOTALS	183,650.00	.00	26,855.00	156,795.00	+++	64,971.00
Fund 301 - Debt Totals	\$0.00	\$0.00	\$19,058.00	(\$19,058.00)		\$26,855.00
Fund 401 - Capital Projects						
REVENUE						
Intergovernmental Revenues	.00	.00	.00	.00	+++	40,632.00
Charges for Services	130,026.00	16,253.00	97,518.00	32,508.00	0	27,088.00
Other Revenue	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	366,171.00	.00	+++	.00
REVENUE TOTALS	\$130,026.00	\$16,253.00	\$463,689.00	\$32,508.00		\$67,720.00
EXPENSE						
Motor Vehicles	276,000.00	9,707.01	27,921.75	248,078.25	10%	.00
Office Equipment	20,843.00	.00	4,599.00	16,244.00	22%	20,915.26
Other Equipment	9,000.00	728.97	12,403.63	(3,403.63)	138%	.00
EXPENSE TOTALS	\$305,843.00	\$10,435.98	\$44,924.38	\$260,918.62	15%	\$20,915.26
Fund 401 - Capital Projects						
REVENUE TOTALS	130,026.00	16,253.00	463,689.00	32,508.00	0	81,264.00
EXPENSE TOTALS	305,843.00	10,435.98	44,924.38	265,838.62	15%	20,915.26
Fund 401 - Capital Projects	(\$175,817.00)	\$5,817.02	\$418,764.62	(\$233,330.62)		\$60,348.74
Grand Totals						
REVENUE TOTALS	6,673,951.00	644,234.13	4,607,599.14	2,432,522.86	69%	4,320,284.94
EXPENSE TOTALS	6,849,767.00	411,206.88	3,876,059.27	3,344,798.73	57%	3,467,743.88
Grand Totals	(\$175,816.00)	\$233,027.25	\$731,539.87	(\$912,275.87)		\$852,541.06



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	8	6						29	30
112 Fire in structure other than in a building													0	
113 Cooking fire, confined to container	1		1	1	1	1	1						6	1
114 Chimney fire													0	1
116 Fuel	1			1									2	
118 Trash		1	1										2	1
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	3	1						9	7
132 Road Freight or transport vehicle fire													0	1
133 Rail vehicle fire													0	
134 Water vehicle fire													0	
135 Aircraft Fire													0	
138 Off-road vehicle or heavy equipment fire													0	
142 Brush or bursh & grass mixture fire				1		8	1						10	3
143 Grass Fire							3						3	1
151 Outside rubbish fire					1	1	1						3	
154 Dumpster fire					1	2							3	2
163 Outside equipment fire													0	4
	8	6	5	4	8	23	13	0	0	0	0	0	67	52
OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT (NO FIRE)														
200 Overpressure rupture, explosion, overhear other													0	
243 Fireworks explosion (no fire)													0	
251 Excessive heat, scorch burns with no ignition	5	1	3	1	2	3	4						19	19
	5	1	3	1	2	3	4	0	0	0	0	0	19	19
RESCUE & EMERGENCY MEDICAL SERVICE														
311 Medical assist, assist EMS crew						1	1						2	2
321 EMS call, excluding vehicle accident with injury	410	379	432	440	473	433	483						3050	2788
322 Motor vehicle accident with injuries	4	8	5	8	8	6	8						47	48
323 Motor vehicle/pedestrian accident (MV Ped)					1		1						2	4
324 Motor vehicle accident with no injuries.	2	6	4	3		3	2						20	18
341 Search for person on land			1										1	
350 Extrication, rescue, other													0	2
352 Extrication of victims from vehicle													0	
353 Removal of victim(s) from stalled elevator			1										1	4
355 Confined Space Rescue													0	
357 Extrication of victim(s) from machinery			1										1	
360 Water & ice related rescue, other						1	1						2	2
361 Swimming/recreational water areas rescue													0	
362 Ice Rescue													0	
365 Watercraft rescue						1							1	1
372 Trapped by power lines0													0	
381 Rescue or EMS standby													0	1
	416	393	444	451	482	445	496	0	0	0	0	0	3127	2870
HAZARDOUS CONDITION (NO FIRE)														
400 Hazardous condition, other													0	1
411 Gasoline or other flammable liquid spill				2									2	5
412 Gas leak (natural gas or LPG)	2	4	4	1	3	7	5						26	14
413 Oil spill													1	1
421 Chemical hazard (no spill or leak)													0	
422 Chemical spill or leak													0	1
424 Carbon monoxide incident	3	2	1	2	2	2	4						16	3
440 Electrical equipment problem				2	1	3	1						7	11
442 Overheated motor	1	3	4	3		3								0
444 Power line down	1		1		1	1	4						8	15
445 Arch, shorted electrical equipment		1			3	1	1						6	9
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	17	15	0	0	0	0	0	79	60
SERVICE CALL														
500 Service Call, other					2								2	3
510 Person in distress, other						1							1	
519 Person in distress													0	
520 Water problem, other													0	1
522 Water or steam leak		1											1	3
531 Smoke or odor removal	1	2	1	2	1								7	7
551 Assist police or other governmental agency	5	5	11	9	7								37	55
553 Public service	1	9	1		14	17	20						62	27
554 Assist invalid	42	41	39	46	53	40	36						297	267
561 Unauthorized burning		1	4	2	6	4	7						24	29
	49	59	56	59	83	62	63	0	0	0	0	0	431	392



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	2	4						15	9
611 Dispatched & canceled en route	21	8	8	19	12	23	22						113	126
621 Wrong location													0	1
622 No incident found on arrival at dispatch address	10	6	9	6	6	9							46	44
631 Authorized controlled burning			1	1	1		1						4	13
650 Steam, gas, other mistaken for smoke		1											1	
651 Smoke scare, odor of smoke		2	5	1	3	2	5						18	11
652 Steam, vapor, fog or dust thought to be smoke	1		1			1							3	1
653 Smoke from barbeque, tar kettle					1								1	
661 EMS call, party transported by non-fire agency (661)													0	1
671 HazMat release investigation w/no HazMat	2	1	3			1	3						10	8
	36	22	27	28	25	38	35	0	0	0	0	0	211	214
FALSE ALARM & FALSE CALL														
700 False alarm or false call, other						2							2	
710 Malicious false call													0	
714 Central Station, malicious false alarm			1			1							2	3
715 Local alarm system, malicious false call	2	1	3	2	1	1							10	6
721 Bomb scare - no bomb													0	
730 System malfunction, other													0	2
731 Sprinkler activation due to malfunction	1	5		2		1	1						10	5
732 Extinguishment system activation malfunction						2							2	2
733 Smoke detector activation due to malfunction	1	3	4	1	2	2	2						15	19
735 Alarm system sounded due to malfunction	1	6	3		3	3	2						18	15
736 CO detector activation due to malfunction		1		3	2	1	1						8	8
740 Unintentional transmission of alarm, other					1								1	1
741 Sprinkler activation, no fire - unintentional			2	1	2		1						6	13
743 Smoke detector activation, unintentional	4	5	6	5	2	2	4						28	34
744 Detector activation, no fire - unintentional		2			1	2	2						7	11
745 Alarm system activation, no fire - unintentional	2	4	2	3	4	2	2						19	18
7451 False Alarm	4	4	5	5	7	10	15						50	36
746 Carbon monoxide detector activation, no CO	2	1	2	1		1							7	21
	17	32	28	23	25	30	30	0	0	0	0	0	185	194
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
SPECIAL INCIDENT TYPE														
900 Special type of incident, other													0	
911 Citizen Complaint				1									1	5
	0	0	0	1	0	0	0	0	0	0	0	0	1	5
Not Reported			2			1	2						5	6
	0	0	2	0	0	1	2	0	0	0	0	0	5	6
MONTHLY RUN TOTAL														
	538	523	575	577	635	619	658	0	0	0	0	0	4125	3818
BLS Transports														
	138	139	154	149	173	152	175						1080	928



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

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

www.southmetrofire.com

DATE: August 18, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: Fire Department Staff Hiring

Summary:

At the July Board meeting the Board agreed to add three new Firefighter positions in 2022 with revenues from an increase in the EMS Taxing District levy. During discussions Chief Juelfs advised the board of the possibility of hiring the three new Firefighters in October of 2021. The budget dollars to hire in October is available because of two open positions South Metro had during various parts of 2021. Hiring the three new Firefighters will enable them to participate in the October joint academy with Burnsville and Eagan instead of waiting until the March or April joint academy. If hired in October, the new Firefighters will count toward our minimums in March of 2022 instead of August of 2022.

As of this memo date there are 11 full pay periods and an additional 5 days in December resulting in 11.4 pay periods remaining in 2021. The .4 is the result of dividing the 5 days in December by the 14 days in a pay period which factors in that most of our current personnel work both weekdays and weekends. If the new Firefighters are hired with a start date of October 4, 2021, they will be on the payroll for 7 pay periods and the additional 5 days in December which is half the pay period for personnel that work only weekdays. Below is a breakdown of the remaining payroll obligations for current employees and the cost of adding one Firefighter to fill our open position and the hiring of the three new Firefighters in October of 2021 that were approved for 2022.

Pay Periods Remaining for All Employees	11.4
Pay Periods Remaining for New Firefighters	6.5
Average Payroll Per Pay Period	\$142,958.00
New Firefighter Cost Per Pay Period	\$2,569.98
Cost for Four New Firefighters Per Pay Period	\$10,279.92

2021 Salary Budget	\$3,845,278.00
Salaries YTD	\$2,144,014.52
Remaining Balance	\$1,701,263.48
Remaining Payroll Obligation in 2021 Without New Firefighters	\$1,629,721.20
Projected End of Year Balance	\$71,542.28
Cost of Four New Firefighters for Remainder of Year	\$66,819.48
Ending Balance	\$4,722.80

In addition to the salaries there will be some charges for equipment and benefits for the new hires. The equipment costs can be absorbed by the 2021 budget and the benefits will be paid from excess budget dollars created from the two positions we had open for a portion of the 2021 budget year.

Budget Impact:

General fund has sufficient budget dollars to cover the costs associated with the hiring of the three new Firefighters in October of 2021.

Recommendation:

Approve staff to move forward with the plan to hire three additional Firefighters in October to allow them to be a part of the October 2021 joint academy.

Attachment:

None



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

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

www.southmetrofire.com

DATE: August 18, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **Minnesota Board of Firefighter Training and Education Redistribution**

Summary:

South Metro received its training reimbursement funds from the MBFTE in the amount of \$146,902.10. This money reimburses us for training related expenses including tuition, overtime, and instructor costs. This reimbursement is in addition to the initial distribution of \$8200 or \$200 per firefighter. Chief Sam Seal was instrumental in insuring we received the maximum allowable redistribution amount.

Budget Impact:

Redistribution funds will be deposited in our general fund.

Recommendation:

Information Only

Attachment:

MBFTE Award Letter



MINNESOTA BOARD OF FIREFIGHTER TRAINING AND EDUCATION

445 MINNESOTA ST., SUITE 146

SAINT PAUL, MN 55101

TELEPHONE: 651-201-7257 FAX: 651-215-0525

EMAIL: fire-training.board@state.mn.us

WEBSITE: www.mbfte.org

SOUTH METRO FIRE DEPARTMENT
1650 HUMBOLDT AVE.
WEST ST PAUL MN 55118

July 29, 2021

The Minnesota Board of Firefighter Training and Education (MBFTE) is pleased to notify you that your fire department has been awarded redistribution funding under the Round 13 training reimbursement program in the amount of \$146902.10. This training reimbursement redistribution award is for MBFTE approved training conducted between July 1, 2020 and June 30, 2021.

Your fire department's Round 13 redistribution award funds are based on the Board's desire to award each department as much per firefighter as was available in the MBFTE budget but not to exceed a total of \$3,782.98 per firefighter for all 775 Minnesota fire departments.

Your fire department submitted invoices to the MBFTE office in excess of your initial grant award of \$8200.00, which was based on the actual award of \$200.00 per firefighter within your department. The MBFTE, through redistribution of unused training reimbursement funds, is able to award additional funding to the fire departments that exceeded their original training reimbursement award by submitting eligible training invoices to the MBFTE office.

Your redistribution funds from the training reimbursement program will be electronically deposited into the account that corresponds to the federal tax identification number and state vendor number on record with the MBFTE. Your fire department is not required to complete any additional paperwork with the MBFTE to receive this Round 13 redistribution award.

The Minnesota Board of Firefighter Training and Education thanks your fire department for their participation in the Training Reimbursement Program. Coming in late August will be your Round 14 award letter for State Fiscal Year 2022 (July 1, 2021 -June 30, 2022).

If you have questions regarding your Round 13 redistribution award, please email me at steve.flaherty@state.mn.us or call me at 651-201-7258.

Respectfully,

Steve Flaherty
Executive Director
MBFTE