



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: November 17, 2021, at 4:30 PM

Meeting Place: South St. Paul, Training Room

- I. Roll Call
Board Members: Berry, Francis, Napier, Seaberg, Wippermann
- II. Adopt Agenda
- III. Communications/Recognitions
 - a. Introduction of Firefighters; Zach Weise, Brandon Buckley, and Steve Grass
 - b. [Thank you from Neighbors](#)
 - c. [Thank you from the Jacobson's](#)
 - d. [Thank you from Nan McKay residents](#)
 - e. [Rob Ehlert Retirement Announcement](#)
- IV. Consent Agenda
 - a. [October 13, 2021, Meeting Minutes](#)
 - b. [October 2021 List of Claims](#)
 - c. [September 2021 Bank Reconciliation](#)
 - d. [October 2021 Bank Reconciliation](#)
 - e. [October 2021 Month End Budget Report](#)
 - f. [October 2021 Run Summary Report](#)
 - g. [2022 Board Meeting Schedule](#)
- V. Committee Reports
- VI. Agenda Items
 - a. [Including Retirees in Health Insurance Composite Rate Calculation](#)
 - b. [Health Insurance renewal](#)
 - c. [Public Board Member Process](#)
- VII. Public Comment
- VIII. Adjourn

Next Regular Meeting – December 15, 2021, South St. Paul



neighborsinc.

Thank you!
Jenny

Thank you,
Antonia

Thank
you!
Jara
:)

Awesome Event!
Thank you,
Susan

We are so grateful!
Darcy

Thank you!
Cassidy

Thank you for helping
us provide opportunities
to thrive.

Barbe Thompson

Thank you
so much!
James

South Metro Fire,

Thank you so much for all of your hard
work and support organizing the Hold
The Line Benefit Hockey Game. We
appreciate it! Grateful to have such
a wonderful partner in our community.

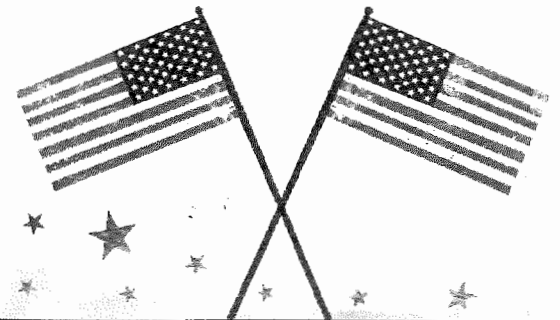
Best,
Your friends at
Neighbors

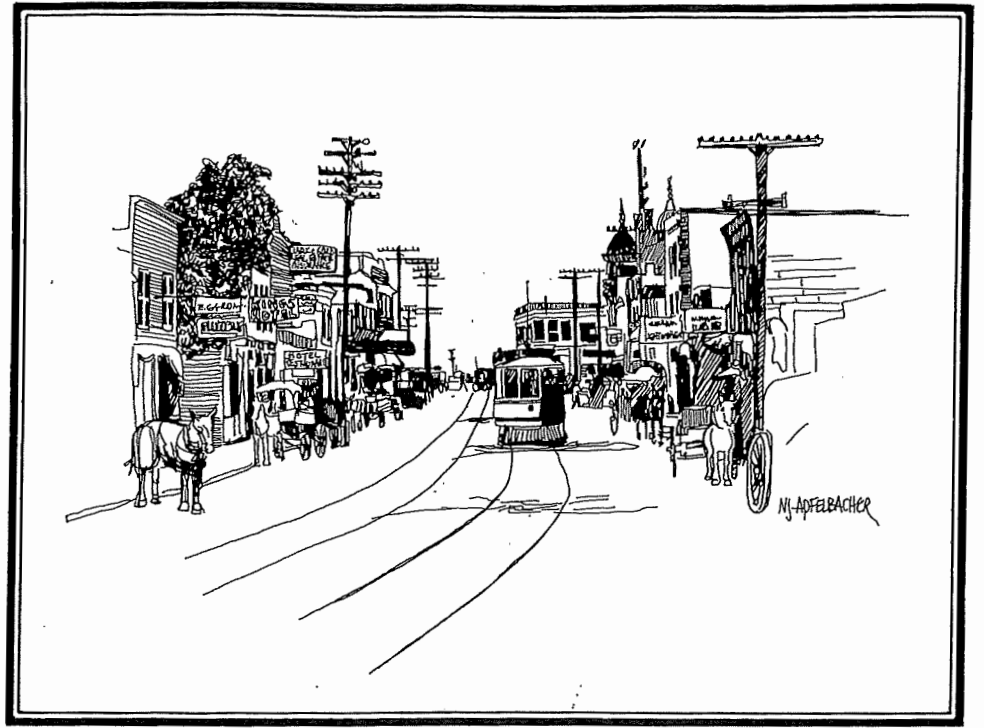
It takes a special person
to willingly respond first
in an emergency.

You make a difference,
and you deserve to feel proud
today and every day.

Dave & Debbie Jacobson
16th Avenue
St. Paul, MN

Thank
You
for Your
Service





Stew

Thank you for presenting
to the Mrs. McKay & her
Carroll residents. The
residents that participated
found it informative &
great information to have.
Thank you!

October 12th, 2021

Chief Mark Juelfs

South Metro Fire Department

1650 Humboldt Ave.

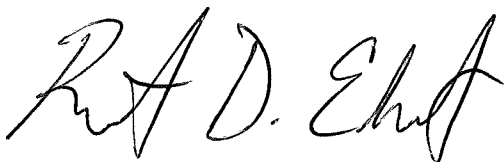
West St. Paul, MN 55118

Dear Chief Juelfs,

This letter is to inform you that as of December 31st, 2021 I will be retiring from my duties on the South Metro Fire Department.

It has been an honor serving these two communities for the last 24 years.

Sincerely,

A handwritten signature in black ink that reads "Robert D. Ehlert". The signature is written in a cursive style with a large, stylized initial "R".

Robert D. Ehlert

MINUTES

SOUTH METRO FIRE DEPARTMENT BOARD OF DIRECTORS

Wednesday October 13, 2021
South St Paul Training Room

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

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

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

ADOPT AGENDA

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

COMMUNICATIONS/RECOGNITIONS

LMC Excellence Award Presentation by Mr. David Unmacht
Mr. Unmacht was in attendance to formally present, in the front of the Board of Directors, Chief Juelfs the Excellence Award for his efforts in creating the mental health program.
Chief Juelfs expressed his appreciation to the Board for their support and willingness to begin the PAR 360 program. He believes we will continue to build on this program in hopes helping others who might be struggling.

CONSENT AGENDA

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

COMMITTEE REPORTS

None

AGENDA ITEMS

New Hires
The three new firefighters have started the 8-week fire academy, the 12 weeks of field training will begin in late November.

Firefighter Hiring Process
69 applicants met the minimum requirements for an interview. First round of interviews will be October 13th and 14th. The second round will be scheduled for early November. We have two openings now that Rob Ehlert announced his retirement for December 30, 2021.

Ladder 1 Replacement

The truck committee is scheduled to meet with Rosenbauer to review the final specifications and price details. Chief Juelfs anticipates bringing the topic to the Board for approval at the January meeting.

Fire Chief's Performance Review

The Board conducts an evaluation of the Chief's performance at least once each calendar year, typically in December. In years past Board Member Wippermann has facilitated the evaluation and has agreed to do it again for 2021.

PUBLIC COMMENT

Board Member Wippermann thanked Chief Juelfs for his effort in the weekly update.

MOTION TO ADJOURN

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

The next regular meeting is scheduled on November 17, at 4:30 pm in South St Paul.

Respectfully submitted by:

Deb Wheeler

SOUTH METRO FIRE

Summary of List of Claims
Board Meeting of November 17, 2021

PAYROLL CHECK REGISTER:

Payroll Period	10/4 - 10/17	
Date Paid	10/22/2021	\$ 106,559.46
Direct Deposit		

Payroll Period	10/18 - 10/31	
Date Paid	11/5/2021	\$ 108,241.64
Direct Deposit		

Payroll Period		
Date Paid		\$ -
Direct Deposit		

TOTAL NET PAYROLL

\$ 214,801.10

DISBURSEMENT CHECK REGISTER:

Checks	9821 - 9867	\$ 53,472.82
EFTS	2124 - 2142	\$ 205,525.60

TOTAL DISBURSEMENT CHECKS

\$258,998.42

TOTAL PAYROLL, DISBURSEMENTS, ACH'S

\$473,799.52

Payment Register

From Payment Date: 10/8/2021 - To Payment Date: 11/9/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
<u>Check</u>									
9821	10/14/2021	Open			Accounts Payable	ASPEN MILLS	\$645.20	\$645.20	\$0.00
9822	10/14/2021	Open			Accounts Payable	Berry/ Wendy	\$100.00	\$100.00	\$0.00
9823	10/14/2021	Open			Accounts Payable	BOUND TREE MEDICAL	\$209.36	\$209.36	\$0.00
9824	10/14/2021	Open			Accounts Payable	Cole Papers Inc	\$246.00	\$246.00	\$0.00
9825	10/14/2021	Open			Accounts Payable	EMERGENCY APPARATUS MAINTENANC	\$161.73	\$161.73	\$0.00
9826	10/14/2021	Open			Accounts Payable	Francis, James	\$100.00	\$100.00	\$0.00
9827	10/14/2021	Open			Accounts Payable	GALLS, LLC	\$790.05	\$790.05	\$0.00
9828	10/14/2021	Open			Accounts Payable	GANFIELD/JACOB	\$38.97	\$38.97	\$0.00
9829	10/14/2021	Open			Accounts Payable	IMAGE TREND	\$450.00	\$450.00	\$0.00
9830	10/14/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$240.90	\$240.90	\$0.00
9831	10/14/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,164.35	\$1,164.35	\$0.00
9832	10/14/2021	Open			Accounts Payable	Jefferson Fire & Safety, Inc	\$489.72	\$489.72	\$0.00
9833	10/14/2021	Open			Accounts Payable	LEVANDER, GILLEN & MILLER, P.A	\$390.00	\$390.00	\$0.00
9834	10/14/2021	Open			Accounts Payable	LOCAL GOVERNMENT INFORMATION	\$1,399.00	\$1,399.00	\$0.00
9835	10/14/2021	Open			Accounts Payable	LOWE'S COMMERCIAL SERVICES	\$146.08	\$146.08	\$0.00
9836	10/14/2021	Open			Accounts Payable	MARTIN-MCALLISTER	\$1,650.00	\$1,650.00	\$0.00
9837	10/14/2021	Open			Accounts Payable	METRO SALES, INC	\$90.00	\$90.00	\$0.00
9838	10/14/2021	Open			Accounts Payable	NARDINI	\$285.12	\$285.12	\$0.00
9839	10/14/2021	Open			Accounts Payable	PERFORMANCE PLUS	\$1,466.00		
9840	10/14/2021	Open			Accounts Payable	Rihm Kenworth	\$48.36	\$48.36	\$0.00
9841	10/14/2021	Open			Accounts Payable	S ST PAUL/CITY OF	\$5,744.53	\$5,744.53	\$0.00
9842	10/14/2021	Open			Accounts Payable	Seaberg, Thomas	\$100.00	\$100.00	\$0.00
9843	10/14/2021	Open			Accounts Payable	US Bank Equipment Finance	\$156.00	\$156.00	\$0.00
9844	10/14/2021	Open			Accounts Payable	WIPPERMANN/DENNIS	\$100.00	\$100.00	\$0.00
9845	11/01/2021	Open			Accounts Payable	APPELHOLM/ANGELINE	\$890.00		
9846	11/01/2021	Open			Accounts Payable	ASPEN MILLS	\$2,563.29		
9847	11/01/2021	Open			Accounts Payable	AT&T MOBILITY	\$1,019.05		
9848	11/01/2021	Open			Accounts Payable	Berry/ Wendy	\$300.00		
9849	11/01/2021	Open			Accounts Payable	BESSERMIN/JASON	\$552.75		
9850	11/01/2021	Open			Accounts Payable	BOUND TREE MEDICAL	\$57.85		
9851	11/01/2021	Open			Accounts Payable	CARDMEMBER SERVICES	\$6,990.12		
9852	11/01/2021	Open			Accounts Payable	DAKOTA COUNTY TREASURER	\$3,330.76		
9853	11/01/2021	Open			Accounts Payable	EMERGENCY APPARATUS MAINTENANC	\$808.65		
9854	11/01/2021	Open			Accounts Payable	Further	\$131.55		
9855	11/01/2021	Open			Accounts Payable	GALLS, LLC	\$192.74		
9856	11/01/2021	Open			Accounts Payable	Insight Public Sector	\$580.86		
9857	11/01/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$240.90		
9858	11/01/2021	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,164.35		
9859	11/01/2021	Open			Accounts Payable	JOHNSON/TERRANCE	\$658.13		
9860	11/01/2021	Open			Accounts Payable	MacQueen Emergency Group	\$3,495.24		
9861	11/01/2021	Open			Accounts Payable	METRO SALES, INC	\$244.43		
9862	11/01/2021	Open			Accounts Payable	MN DRIVER & VEHICAL SERVICES	\$25.00		
9863	11/01/2021	Open			Accounts Payable	MOTOROLA SOLUTIONS, INC	\$13,605.00		
9864	11/01/2021	Open			Accounts Payable	OXYGEN SERVICE COMPANY	\$78.42		
9865	11/01/2021	Open			Accounts Payable	PRAXAIR	\$97.54		

Payment Register

From Payment Date: 10/8/2021 - To Payment Date: 11/9/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
9866	11/01/2021	Open			Accounts Payable	Rihm Kenworth	\$96.50		
9867	11/01/2021	Open			Accounts Payable	SPOK, INC	\$138.32		
Type Check Totals:							\$53,472.82	\$14,745.37	\$0.00
1-ANCHOR BAN - ANCHOR BANK Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$53,472.82	\$14,745.37
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$53,472.82	\$14,745.37

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$53,472.82	\$14,745.37
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$53,472.82	\$14,745.37

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$53,472.82	\$14,745.37
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$53,472.82	\$14,745.37

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$53,472.82	\$14,745.37
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$53,472.82	\$14,745.37

Payment Register

From Payment Date: 10/8/2021 - To Payment Date: 11/9/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
EFT									
2124	10/14/2021	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,235.00	\$1,235.00	\$0.00
2125	10/14/2021	Open			Accounts Payable	IRS - PR TAXES	\$19,397.45	\$19,397.45	\$0.00
2126	10/14/2021	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,317.27	\$6,317.27	\$0.00
2127	10/14/2021	Open			Accounts Payable	MN II LIFE -- HSA	\$1,768.46	\$1,768.46	\$0.00
2128	10/14/2021	Open			Accounts Payable	MSRS	\$250.00	\$250.00	\$0.00
2129	10/14/2021	Open			Accounts Payable	MSRS - HCSP	\$2,464.18	\$2,464.18	\$0.00
2130	10/14/2021	Open			Accounts Payable	NATIONWIDE	\$2,700.00	\$2,700.00	\$0.00
2131	10/14/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$45,500.20	\$45,500.20	\$0.00
2132	10/20/2021	Open			Accounts Payable	HEALTHPARTNERS	\$40,406.60	\$40,406.60	\$0.00
2133	10/20/2021	Open			Accounts Payable	Further	\$872.00	\$872.00	\$0.00
2134	10/29/2021	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,235.00	\$1,235.00	\$0.00
2135	10/29/2021	Open			Accounts Payable	IRS - PR TAXES	\$20,873.57	\$20,873.57	\$0.00
2136	10/29/2021	Open			Accounts Payable	MN DEPT OF REVENUE	\$6,870.75	\$6,870.75	\$0.00
2137	10/29/2021	Open			Accounts Payable	MN II LIFE -- HSA	\$1,768.46	\$1,768.46	\$0.00
2138	10/29/2021	Open			Accounts Payable	MSRS	\$250.00	\$250.00	\$0.00
2139	10/29/2021	Open			Accounts Payable	MSRS - HCSP	\$2,481.48	\$2,481.48	\$0.00
2140	10/29/2021	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$48,328.86	\$48,328.86	\$0.00
2141	10/29/2021	Open			Accounts Payable	NATIONWIDE	\$2,700.00	\$2,700.00	\$0.00
2142	10/29/2021	Open			Accounts Payable	OLD NATIONAL BANK	\$106.32	\$106.32	\$0.00
Type EFT Totals:							\$205,525.60	\$205,525.60	\$0.00
1-ANCHOR BAN - ANCHOR BANK Totals							\$205,525.60	\$205,525.60	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$205,525.60	\$205,525.60
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	19	\$205,525.60	\$205,525.60

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$205,525.60	\$205,525.60
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	19	\$205,525.60	\$205,525.60

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$205,525.60	\$205,525.60
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	19	\$205,525.60	\$205,525.60

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	19	\$205,525.60	\$205,525.60
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	19	\$205,525.60	\$205,525.60

**South Metro Fire Department
BANK RECONCILIATION
September 30, 2021**

Old National Bank	
Ending Balance - Checking	\$ 1,244,386.89
Ending Balance - Savings Account	247,246.74
Outstanding Disbursement Checks	(29,673.36)
DIT	0.00
Adjustments:	
RECONCILED BALANCE	\$ 1,461,960.27

CITY TREASURER'S BALANCE:	
Previous Month's Reconciled Balance	\$ 1,915,692.52
Daily Receipts Posted	50,577.06
Disbursement Checks Issued	(297,398.84)
Payroll Checks and Direct Deposits	(206,910.47)
Rev Prior Month Adj:	0.00
RECONCILED BALANCE	\$ 1,461,960.27

CASH ACCOUNT BALANCE:	
	\$ 1,461,960.27
Adjustments	0.00
RECONCILED BALANCE	\$ 1,461,960.27

Cash by Fund:

		Beginning Balance	Net Activity	Ending Balance
General Fund	101-10101	1,180,917.68	(706,731.40)	474,186.28
Grant Fund	201-10100	899.44	-	899.44
Fire Assistance Fund		-	-	-
Debt Service Fund	301-10101	45,788.34	(45,863.00)	(74.66)
Capital Fund	401-10101	1,247,722.57	(260,773.36)	986,949.21
	Total	2,475,328.03	(1,013,367.76)	1,461,960.27

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

Old National Bank	
Ending Balance - Checking	\$ 1,059,393.73
Ending Balance - Savings Account	247,250.94
Outstanding Disbursement Checks	(5,142.39)
DIT	0.00
Adjustments:	
RECONCILED BALANCE	\$ 1,301,502.28

CITY TREASURER'S BALANCE:	
Previous Month's Reconciled Balance	\$ 1,461,960.27
Daily Receipts Posted	270,229.57
Disbursement Checks Issued	(221,736.97)
Payroll Checks and Direct Deposits	(208,950.59)
Rev Prior Month Adj:	0.00
RECONCILED BALANCE	\$ 1,301,502.28

CASH ACCOUNT BALANCE:		\$ 1,301,502.28
Adjustments		0.00
RECONCILED BALANCE		\$ 1,301,502.28

Cash by Fund:

		Beginning Balance	Net Activity	Ending Balance
General Fund	101-10101	1,180,917.68	(867,189.39)	313,728.29
Grant Fund	201-10100	899.44	-	899.44
Fire Assistance Fund		-	-	-
Debt Service Fund	301-10101	45,788.34	(45,863.00)	(74.66)
Capital Fund	401-10101	1,247,722.57	(260,773.36)	986,949.21
	Total	2,475,328.03	(1,173,825.75)	1,301,502.28



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	362,647.54	187,352.46	66%	532,293.82
Intergovernmental Revenues	183,534.00	204,277.63	163,442.79	20,091.21	89%	199,217.03
Charges for Services	5,576,741.00	56,516.76	4,170,328.58	1,406,412.42	75%	5,273,484.40
Other Revenue	50,000.00	5,792.69	2,971.40	47,028.60	6%	16,217.25
Other Financing Sources	.00	.00	18,484.22	(18,484.22)	+++	775.00
REVENUE TOTALS	\$6,360,275.00	\$266,587.08	\$4,717,874.53	\$1,642,400.47	74%	\$6,021,987.50
EXPENSE						
Personal Services	5,667,793.00	412,617.86	4,199,003.63	1,468,789.37	74%	4,499,279.94
Supplies	178,279.00	12,678.55	104,236.07	74,042.93	58%	78,117.26
Contractual Services	382,443.00	32,081.25	245,744.41	136,698.59	64%	240,824.66
Other Charges	131,759.00	6,935.69	78,870.24	52,888.76	60%	69,653.85
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)	+++	309,160.00
EXPENSE TOTALS	\$6,360,274.00	464,313.35	4,994,025.35	\$1,366,248.65	79%	\$5,197,035.71
Fund 101 - General Fund Totals						
REVENUE TOTALS	6,360,275.00	266,587.08	4,717,874.53	1,642,400.47	74%	6,021,987.50
EXPENSE TOTALS	6,360,274.00	464,313.35	4,994,025.35	1,366,248.65	79%	5,197,035.71
Fund 101 - General Fund Totals	\$1.00	(\$197,726.27)	(\$276,150.82)	\$276,151.82		\$824,951.79
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	91,776.00	91,874.00	0%	91,826.00
REVENUE TOTALS	\$183,650.00	.00	91,776.00	\$91,874.00	+++	\$91,826.00
EXPENSE						
Contractual Services	183,650.00	.00	118,581.00	65,069.00	+++	64,971.00
EXPENSE TOTALS	\$183,650.00	.00	118,581.00	\$65,069.00	+++	\$64,971.00
Fund 301 - Debt Totals						
REVENUE TOTALS	183,650.00	.00	91,776.00	91,874.00	+++	91,826.00
EXPENSE TOTALS	183,650.00	.00	118,581.00	65,069.00	+++	64,971.00
Fund 301 - Debt Totals	\$0.00	\$0.00	(\$26,805.00)	\$26,805.00		\$26,855.00
Fund 401 - Capital Projects						
REVENUE						
Intergovernmental Revenues	.00	.00	.00	.00	+++	13,544.00
Charges for Services	496,197.00	.00	97,518.00	398,679.00	0	94,808.00
Other Revenue	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	366,171.00	.00	+++	309,160.00
REVENUE TOTALS	\$496,197.00	\$0.00	\$463,689.00	\$398,679.00		\$390,424.00
EXPENSE						
Motor Vehicles	301,862.00	169.55	288,695.11	13,166.89	96%	.00
Office Equipment	86,414.00	.00	4,599.00	81,815.00	5%	105,227.76
Other Equipment	13,920.00	.00	12,403.63	1,516.37	89%	.00
EXPENSE TOTALS	\$402,196.00	\$169.55	\$305,697.74	\$96,498.26	76%	\$105,227.76
Fund 401 - Capital Projects						
REVENUE TOTALS	496,197.00	.00	463,689.00	32,508.00	0	417,512.00
EXPENSE TOTALS	402,196.00	169.55	305,697.74	265,838.62	76%	105,227.76
Fund 401 - Capital Projects	\$94,001.00	(\$169.55)	\$157,991.26	(\$233,330.62)		\$312,284.24
Grand Totals						
REVENUE TOTALS	7,040,122.00	266,587.08	5,273,339.53	1,815,092.00	75%	6,531,325.50
EXPENSE TOTALS	7,312,291.00	464,482.90	5,418,304.09	2,396,406.10	74%	5,367,234.47
Grand Totals	(\$272,169.00)	(\$197,895.82)	(\$144,964.56)	(\$581,314.10)		\$1,164,091.03



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	2	3	2			36	39
112 Fire in structure other than in a building								1					1	1
113 Cooking fire, confined to container	1		1	1	1	1	1						6	4
114 Chimney fire													0	1
116 Fuel	1			1									2	
118 Trash		1	1							1			3	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	1	3	1			14	11
132 Road Freight or transport vehicle fire													0	1
133 Rail vehicle fire													0	
134 Water vehicle fire													0	1
135 Aircraft Fire													0	
138 Off-road vehicle or heavy equipment fire													0	
142 Brush or bursh & grass mixture fire				1		8	1	1					11	4
143 Grass Fire							3	2					5	1
151 Outside rubbish fire					1	1	1		1				4	3
154 Dumpster fire					1	2		2	1	1			7	6
163 Outside equipment fire								1					1	1
	8	6	5	4	8	23	13	10	8	5	0	0	90	75
OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT (NO FIRE)														
200 Overpressure rupture, explosion, overheat other													0	
243 Fireworks explosion (no fire)													0	
251 Excessive heat, scorch burns with no ignition	5	1	3	1	2	3	4	5	5	5			34	20
	5	1	3	1	2	3	4	5	5	5	0	0	34	20
RESCUE & EMERGENCY MEDICAL SERVICE														
311 Medical assist, assist EMS crew						1	1	2		2			6	5
321 EMS call, excluding vehicle accident with injury	410	379	432	440	473	433	483	453	436	449			4388	4035
322 Motor vehicle accident with injuries	4	8	5	8	8	6	8	9	7	8			71	82
323 Motor vehicle/pedestrian accident (MV Ped)					1		1						2	5
324 Motor vehicle accident with no injuries.	2	6	4	3		3	2	10	4	4			38	32
341 Search for person on land			1										1	1
350 Extrication, rescue, other									1				1	2
352 Extrication of victims from vehicle													0	
353 Removal of victim(s) from stalled elevator			1							1			2	5
355 Confined Space Rescue													0	
357 Extrication of victim(s) from machinery			1										1	2
360 Water & ice related rescue, other						1	1						2	3
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	474	448	464	0	0	4513	4174
HAZARDOUS CONDITION (NO FIRE)														
400 Hazardous condition, other									1				1	1
411 Gasoline or other flammable liquid spill				2						1			3	8
412 Gas leak (natural gas or LPG)	2	4	4	1	3	7	5	3	3	4			36	19
413 Oil spill								1					1	1
421 Chemical hazard (no spill or leak)										1			1	
422 Chemical spill or leak													0	2
424 Carbon monoxide incident	3	2	1	2	2	2	4	1	2	2			21	6
440 Electrical equipment problem				2	1	3	1	2	2				11	16
442 Overheated motor	1	3	4	3		3		2						0
444 Power line down	1		1		1	1	4	2	7	3			20	26
445 Arch, shorted electrical equipment		1			3	1	1	2	2				10	15
451														
461 Building or structure weakened or collapsed									1				1	
462 Aircraft standby													0	
463 Vehicle accident, cleanup													0	2
471 Explosive, bomb removal													0	
481 Attempt to burn													0	1
	7	10	10	10	10	17	15	13	18	11	0	0	121	97
SERVICE CALL														
500 Service Call, other					2								2	4
510 Person in distress, other						1		1	1				3	
519 Person in distress													0	
520 Water problem, other													0	1
522 Water or steam leak		1											1	5
531 Smoke or odor removal	1	2	1	2	1				1				8	16
551 Assist police or other governmental agency	5	5	11	9	7			15	1	3			56	89
553 Public service	1	9	1		14	17	20	3	16	12			93	52
554 Assist invalid	42	41	39	46	53	40	36	35	44	33			409	378
561 Unauthorized burning		1	4	2	6	4	7	4	7	5			40	52
	49	59	56	59	83	62	63	58	70	53	0	0	612	597



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	1	7	1			24	14
611 Dispatched & canceled en route	21	8	8	19	12	23	22	13	13	15			154	199
621 Wrong location													0	1
622 No incident found on arrival at dispatch address	10	6	9	6	6	9		8	13	12			79	76
631 Authorized controlled burning			1	1	1		1	2	1	2			9	20
650 Steam, gas, other mistaken for smoke		1								1			2	
651 Smoke scare, odor of smoke		2	5	1	3	2	5	4	4	1			27	23
652 Steam, vapor, fog or dust thought to be smoke	1		1			1							3	1
653 Smoke from barbeque, tar kettle					1				1				2	
661 EMS call, party transported by non-fire agency (661)									1				1	1
671 HazMat release investigation w/no HazMat	2	1	3			1	3	1	1	2			14	8
	36	22	27	28	25	38	35	29	41	34	0	0	315	343
FALSE ALARM & FALSE CALL														
700 False alarm or false call, other						2							2	1
710 Malicious false call													0	
714 Central Station, malicious false alarm			1			1							2	4
715 Local alarm system, malicious false call	2	1	3	2	1	1			3	4			17	12
721 Bomb scare - no bomb													0	
730 System malfunction, other								1					1	2
731 Sprinkler activation due to malfunction	1	5		2		1	1			1			11	6
732 Extinguishment system activation malfunction						2		1					3	2
733 Smoke detector activation due to malfunction	1	3	4	1	2	2	2	4	1				22	31
735 Alarm system sounded due to malfunction	1	6	3		3	3	2	1	3	2			24	23
736 CO detector activation due to malfunction		1		3	2	1	1	1		1			10	18
740 Unintentional transmission of alarm, other					1				1	1			3	1
741 Sprinkler activation, no fire - unintentional			2	1	2		1	2		1			9	15
743 Smoke detector activation, unintentional	4	5	6	5	2	2	4	2	9	5			44	41
744 Detector activation, no fire - unintentional		2			1	2	2		1				8	15
745 Alarm system activation, no fire - unintentional	2	4	2	3	4	2	2	1	4	5			29	28
7451 False Alarm	4	4	5	5	7	10	15	8	8	5			71	43
746 Carbon monoxide detector activation, no CO	2	1	2	1		1			4				11	26
	17	32	28	23	25	30	30	19	36	27	0	0	267	268
SEVERE WEATHER & NATURAL DISASTER														
814 Lightning strike (no fire)									1				1	0
	0	0	0	0	0	0	0	0	1	0	0	0	1	0
SPECIAL INCIDENT TYPE														
900 Special type of incident, other													0	
911 Citizen Complaint				1					2				3	7
	0	0	0	1	0	0	0	0	2	0	0	0	3	7
Not Reported														
			2			1	2	1	1	11			18	9
	0	0	2	0	0	1	2	1	1	11	0	0	18	9
MONTHLY RUN TOTAL														
	538	523	575	577	635	619	658	609	636	610	0	0	5980	5601
BLS Transports														
	138	139	154	149	173	152	177	143	159	163			1547	1380



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

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

www.southmetrofire.com

DATE: November 17, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **2022 Board Meeting Schedule**

Summary:

Per Section 4.2 of the Joint and Cooperative Agreement, the Board is required to hold a meeting at least once each calendar quarter. Attached is the proposed Board Meeting Schedule for 2022. Historically, these meetings have been scheduled on the third Wednesday of each month at 4:30 pm; similar scheduling is proposed for 2022 with one exception. With the Boards permission I would like to schedule the October meeting for the second Wednesday due to a conflict on the third Wednesday with the Minnesota State Fire Chiefs Conference. If approved the October meeting will be held on October 12th instead of October 19th.

To assist with planning for 2021, the following is an overview of several significant topics that will come before the Board for consideration.

March

- Election of Board Officers & Committee Appointments

May

- 2021 Audit Report

July

- Approve 2023 Budget and submit to cities

September

- Certify 2023 Proposed Levy Amount

December

- Adopt 2023 Budget
- Certify 2023 Levy
- Adopt 2023 Fee Schedule
- Insurance Renewals
- Fire Chief's Performance Review

Recommendation:

Adopt the 2022 Board Meeting Schedule

Attachment:

2022 Board Meeting Schedule



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SOUTH METRO FIRE BOARD OF DIRECTORS 2022 MEETING CALENDAR

<u>Date</u>	<u>Time</u>	<u>Location</u>
January 19 th	4:30 PM	West St Paul Lobby Conference Room
February 16 th	4:30 PM	West St Paul Lobby Conference Room
March 16 th	4:30 PM	West St Paul Lobby Conference Room
April 20 th	4:30 PM	South St Paul Training Room
May 18 th	4:30 PM	South St Paul Training Room
June 15 th	4:30 PM	South St Paul Training Room
July 20 th	4:30 PM	West St Paul Lobby Conference Room
August 17 th	4:30 PM	West St Paul Lobby Conference Room
September 21 st	4:30 PM	West St Paul Lobby Conference Room
October 12 th	4:30 PM	South St Paul Training Room
November 16 th	4:30 PM	South St Paul Training Room
December 21 st	4:30 PM	South St Paul Training Room



SOUTH METRO FIRE DEPARTMENT

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

www.smfdmn.org

DATE: November 17, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: Health Insurance Retiree Composite Rate

Summary:

South Metro has 45 employees and is considered a small employer. Because of our small employer status our health insurance rates are age banded and set by the State of Minnesota. Our premium calculations use a composite rate to set a single premium amount for all employees on the same type of plan, for example HSA single or HSA family. Since South Metro was formed in 2008 retirees that remained on our health insurance plan have been included when we calculate our composite rate. We currently only have two retirees on our health insurance plan, both on the single HSA plan. The last audit revealed that we have no documentation that states retirees will be included in our composite rate when it is calculated. Because there is no contract obligation to provide this benefit, we are not required to maintain it. However, it has been our practice for all retirees since South Metro was formed and it is a benefit that current and future retirees have come to rely on because it does reduce the out-of-pocket expense for their health insurance premiums.

Budget Impact:

The 2022 impact of including the two retirees in our health insurance composite rate is approximately \$10,000. This amount is in our current budgeted amount for health insurance.

Recommendation:

Discuss the Boards desire to continue to include retirees in our health insurance composite rate calculation.



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www.smfdmn.org

DATE: November 17, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **Health Insurance Renewal**

Summary:

During the renewal process for 2022, the Labor-Management Committee met with our broker to review our renewal options. We reviewed our current plan and looked at other options in the market such as level funded and self-funded insurance. After reviewing the renewal information, members of the Labor-Management Committee and our broker, W.A. Group, agreed that the most appropriate coverage for 2022 is to remain with HealthPartners. We will continue to offer our current two plans, an HSA plan, and a traditional co-pay plan. The increase to the HealthPartners plan is approximately 4% over the 2021 rate. There were no increases to co-pays or deductibles for either plan for the renewal period.

Along with the health insurance, dental, life and long-term disability insurance plans also need to be renewed. The current dental plan is to be renewed with a 4% increase. The life and long-term disability plan premiums remain at the current rate, with no premium increase. The department also offers interested employees the option to voluntarily participate in a vision care plan, which rates will also remain the same.

I will meet with each of the labor unions to negotiate any increase in employer contributions

Budget Impact:

The increases outlined above are below 2022 budget estimates.

Recommendation:

Authorize staff to make payments in accordance with the premium renewals as outlined above for health insurance, dental insurance, life insurance and long-term disability insurance, and voluntary vision care plans.



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

www.smfdmn.org

DATE: November 17, 2021

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **Public Board Member Process**

Summary:

Public Board Member Position to Expire in 2022

The current two-year term for Board Member Wippermann is set to expire March 31, 2022. The Board has previously established an application process to assist with the selection of the Public Board Member. In the past we have posted the position on our department website and presented the applications to the board at the February meeting for your consideration.

Recommendation:

Discuss and approve the process for selecting the public board member.