

**Excelsior Fire District
Operating Committee Meeting Minutes
May 15, 2019**

Call to Order

The meeting was called to order at 9:10 am.

Members Present: Interim Fire Chief Ken Prillaman, Tonka Bay City Administrator John Tingley, Excelsior City Manager Kristi Luger, Shorewood City Administrator Greg Lerud and Deephaven City Administrator Dana Young.

1. Approval of Agenda

Motion by Young, second by Lerud to approve the May 15, 2019 agenda as submitted, motion carried 4-0.

2. Approval of April Minutes

Motion by Young, second by Tingley to approve the April 17, 2019 Operating Committee minutes, motion carried 4-0.

3. Approval of Bills

Chief Prillaman gave a brief review of the April 2019 bills. Motion by Luger, second by Young to approve the bills as presented in the amount of \$113,321.70. Motion carried 4-0.

3a. Grill for Scott Gerber

Chief Prillaman stated that firefighters had purchased a grill as a going away present for Chief Scott Gerber and then submitted the invoice to the Department. The Fire Relief Association will hold a special meeting on June 3rd to discuss and approve. The expense was moved out the General Fund. The Operating Committee agreed that the Relief Association should be required to pay for the Grill, not the Department.

4. Budget Updates

Prillaman discussed future staffing concerns and presented updated budget numbers from 2015-2018 and included them in the 2020 budget. He also presented future budget projections from years 2021-2025 based on discussions from the April 24th, EFD Work Session.

5. Administrative Reports – January 2019

Chief Prillaman noted there were 54 calls for service in April, below the monthly average for January. 2019 so far has been a busy year with 269 calls year-to-date versus 237 calls this time last year. Chief Prillaman provided information on the calls for service, firefighter points and activity, and inspection reports.

6. Board Meeting Items

The Committee and Chief Prillaman discussed the EFD Board Meeting scheduled for that night and the logistics of the agenda regarding the interview process. The Committee discussed handing out scores from the previous interview rounds. The Committee discussed

the agenda for the upcoming regularly scheduled EFD Board Meeting on May 29th and putting together a memo to discuss Greenwood's representation concerns at that meeting.

7. Administrative Updates

- a. **Fire Chief Transition.** The final two candidates will be interviewed at the May 15th, Special EFD Board Meeting and an offer will be made.
- b. **Personnel Staffing.** Chief Prillaman stated that the part-time seasonal inspector has started. He also stated that a new cohort of four firefighters will be set to start with the department around July 1st.
- c. **Fire Station Remodeling.** The station remodeling projects are about complete. Waiting for reimbursement from grant to be approved by the State Fire Marshall's office. Tv's and furniture for the rooms have been ordered.
- d. **Marine Program.** Chief Prillaman updated the Operating Committee on the current state of the Department's Marine Program. He discussed some issues he had uncovered and that the department is working through to update the program.

8. Other

None.

9. Next Meeting Date and Time

The next meeting of the Operating Committee will be held on Wednesday, June 17th, 2019 at 9:00 a.m.

11. Adjournment

With no other business a motion to adjourn by Young, seconded by Lerud all voted in favor and the meeting adjourned at 11:01 am.

Respectfully submitted by John Tingley
Recording Secretary