

**Excelsior Fire District Board
EFD Governing Board Meeting
Wednesday, November 20, 2019**

**24100 Smithtown Road
Shorewood, Minnesota
6:30 P.M.**

MINUTES

1. CALL TO ORDER

Vice Chair Labadie called the meeting to order at 6:30 P.M.

ROLL CALL

Present: Excelsior Fire District (EFD) Boardmembers; Vice Chair Labadie; Boardmembers Erickson, Fletcher, Miller and Alternate Board Member De La Vega.

Also present: Excelsior Fire District (EFD) Excelsior Fire District (EFD) Chief Mackey; Deephaven/Greenwood Administrator/EFD Fiscal Agent Young; Shorewood City Administrator Lerud; Tonka Bay City Administrator Laur; Excelsior Operations Committee Wisdorf.

Absent: Chair Jennings

2. APPROVAL OF AGENDA

Fletcher moved, Miller seconded, approving the EFD Governing Board meeting agenda as presented. Motion passed 5/0.

3. APPROVAL OF MINUTES

A. September 25, 2019, EFD Board Work Session Minutes

Boardmember De La Vega noted on page 5, second paragraph “Chief Jennings” should be “Chair Jennings”

Erickson moved, Fletcher seconded, approving the EFD Board Work Session Minutes of September 25, 2019, as amended. Motion passed 4 ayes, 0 nays, 1 abstain (De La Vega).

4. CONSENT AGENDA

A. Monthly Fire District Administrative Reports – September/October 2019

- i. Call Reports**
- ii. Firefighter Activity**
- iii. Firefighter Percentages**
- iv. Inspection Reports**

B. Report of the Operating Committee – September/October 2019

C. Treasurer’s Report

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Erickson moved, De La Vega seconded, approving the motions contained on the consent agenda. Motion passed 5/0.

5. MATTERS FROM THE FLOOR

There were no matters from the floor presented this evening.

6. REPORT AGENDA

A. Fire Chief / Fire District Report

Chief Mackey reviewed the September and October call logs with the Board. He noted the Fire Department is moving to the 7 day a week duty crew starting in January. He indicated this is going very well and has great feedback from the fire fighters.

Boardmember De La Vega indicated he was glad to hear the duty crew was going well because when this was first proposed, it was hard to get everyone on board. He asked if the Chief planned to capture data specifically with the duty crew like he currently does with the on-call fire fighters. Chief Mackey stated it might take four to six months for accurate data, but he did plan on giving updates involving the duty crew.

7. Unfinished Business

A. Proposed New Payment Plan with Purchasing Policy

Chief Mackey indicated the payment plan was proposed previously to the Board. He noted the credit cards are in and staff is in the process of getting the online system going. He indicated this system will allow them to get some money back with purchases and put ownership on people for purchasing with a policy put in place. He noted he will be able to review purchases and proposed purchases and felt this payment plan will be very successful. He noted this will be up and running in the next week or two.

8. NEW BUSINESS

A. Long Term Planning/Succession Planning/CIP Lease

Chief Mackey explained he is replacing the Assistant Chief position which was vacated as he took over and he has received three candidates since posting the position. He indicated he is looking at long-term planning in case positions become vacant and who will be able to take over those positions if needed. He is also working on the CIP for vehicle replacement and will have a presentation for the group regarding vehicle liquidation and maintenance. Chief Mackey indicated he has started the year end reports and will start looking at the budget for 2020. He reviewed the proposed purchases of equipment in the coming years with the Board.

Boardmember Erickson indicated it was discussed to purchase a mini pumper for Station Two, but he thought Station One needed one as well. Chief Mackey reviewed a few pieces of equipment that are slated to be purchased for the Fire Stations. He indicated he thought the Board was in a good spot right now and moving in the right direction.

9. NEXT MEETING

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A. EFD Governing Board Meeting January 22, 2020, 6:30 P.M., Station 1

Vice Chair Labadie noted the next regular EFD Governing Board Meeting is scheduled for 6:30 P.M. on January 23, 2020, at Station I.

10. ADJOURNMENT

Erickson moved, Fletcher seconded, Adjourning the EFD Governing Board Meeting of November 20, 2019, at 7:29 P.M. Motion passed 5/0.