

**Excelsior Fire District
Operating Committee Meeting Minutes
September 16, 2020**

Call to Order

The meeting was called to order at 9:12 am.

Members Present: Fire Chief Curt Mackey, Deephaven City Administrator Dana Young, Excelsior City Manager Kristi Luger, Shorewood City Administrator Greg Lerud (arrived at 9:28 am), and Tonka Bay City Administrator Kathy Laur.

1. Approval of Agenda

Motion by Luger, second by Young to approve the September 16, 2020 agenda as submitted, motion carried 3-0.

2. Approval of Minutes – August

Motion by Luger, second by Young to approve the August 18, 2020 Operating Committee minutes, motion carried 3-0.

3. Approval of Bills

Young gave a brief review of the September bills. Motion by Luger, second by Young to approve the September bills in the amount of \$16,531.46, motion carried 3-0.

4. Budget Updates

- a. 2022 Looking Ahead – Update will occur later in the meeting.
- b. SCBA AFG Grant Submitted – Still waiting to hear, but it appears promising at this point.
- c. Office Manager Responsibilities and Transition – Update will occur later in the meeting.

5. Administrative Reports - August

Chief Mackey noted that there were 83 calls for service in the month of August, compared to 103 calls in August 2019. The year to date numbers are like last year; 618 calls for 2020 compared to 619 calls for 2019. Chief Mackey provided information on the response, calls for service, firefighter call percentages, firefighter activity, and inspection reports.

6. Board Meeting Items

Chief Mackey reported that they are seeing a decrease in COVID-19 calls. If their personal protective equipment starts to run out, it could impact the budget.

7. Administrative Updates

- a. Leadership Development Plan – Chief Mackey is attending four leadership sessions offered by the State of Minnesota.
- b. Personnel/Staffing – There have been no retirements and they may start to look at the hiring process to make it more consistent.
- c. Officers & Staff – No changes.
- d. Fire Lanes – There are roughly 58 fire lanes throughout the fire district. Chief Mackey is interested in utilizing the fire lanes as observation points and to possibly launch a boat.

Apparatus & Stations

- a. ATV Mule and Trailers 2021 – Grant has been submitted with Firehouse subs.
- b. Purchase 10 New Pagers – Grant has been submitted with DNR.
- c. Rescue 21 – 2021 – This vehicle will be leased in the future.
- d. Fire Marshall 2021 – This vehicle will be leased in the future.
- e. Marine Program Update – A new dock and cover will need to be purchased and they are working with the Lake Minnetonka Conservation District on the necessary approvals.
- f. Concrete Project – The overall project costs has been reduced, but at the expense of the district; they need to resolve some of the slip, trip, and fall hazards.

8. Other

Chief Mackey asked how the cities wanted the payroll expenses reported for the CARES Act funding.

9. Next Meeting Date and Time

The next meeting of the Operating Committee will be held on Wednesday, October 21, 2020 at 9:00 am over Zoom.

10. Adjournment

Motion by Lerud, second by Young to adjourn the meeting at 10:01 am, motion carried 4-0.

Respectfully submitted by Kristi Luger
Recording Secretary