



Excelsior Fire District

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Deephaven • Excelsior • Greenwood • Shorewood • Tonka Bay
24100 Smithtown Road, Shorewood, MN 55331

Operating Committee Meeting August 18, 2020

MINUTES

CALL TO ORDER & ATTENDANCE

Laur called the meeting to order at 1:03pm.

Members Present: Deb Kind (Greenwood Mayor / City Administrator), Kathy Laur (Tonka Bay City Administrator), Greg Lerud (Shorewood City Administrator), Kristi Luger (Excelsior City Manager), Dana Young (Deephaven City Administrator)

Members Absent: None

Staff Members Present: Fire Chief Curt Mackey

1. APPROVAL OF AGENDA

Motion by Young to approve the agenda. Second by Lerud. Motion passed 5-0.

2. APPROVAL OF MINUTES

Motion by Young to approve the 7/15 minutes. Second by Kind. Motion passed 5-0.

3. APPROVAL OF BILLS

Kathy: Medical reports includes vaccines. Is that new?

Chief: This is not new. Vaccines are needed for new recruits.

Kathy: How many cell phones are there?

Chief: 2 cell phones and 17 iPads are included in the cost.

Kathy: What photography was done?

Chief: Photos are taken when they go out on calls and are used for framing and used in the hallway. The photos are updated quarterly. It is a nice morale thing for the crew.

Motion by Kind to approve the bills. Second by Luger. Motion passed 5-0.

4. BUDGET UPDATES

Chief: Budget was approved by all of the cities. Thank you. Now it is time to focus on 2022.

5. ADMINISTRATIVE REPORTS

Chief: Anna's resignation is bittersweet. We are happy for her, but sad to lose her. Our needs are more administrative than what she wanted. Priority is to find an administrator who might be interested in fire service, but not to require the fire service aspect in the job description. Post late September with the goal to hire someone by the mid-December.

Young: Might make sense to allow 30 days for training.

Kind: It seems silly to train Ana to train a new person regarding the bookkeeping functions.

Young: Main concern is that payroll transition goes smoothly.

Luger: Pool of applicants for part-time accounting position in Excelsior has been good. Important to title the position correctly. City employment is stable employment.

Chief: Call volume in July was high. 553 vs 516 at this point last year. Since people are working from home, we are calling mutual aid less than usual. We are not holding crew to points this year due to COVID-19.

6. BOARD MEETING ITEMS

Chief: All-calls – Assisted with a body recovery for 3 days. Helped create a perimeter to reduce the amount of wave action for the sonar search. It has been a somber season on the lake with all of the serious incidents.

Chief: CARES expenses – Did not want to double dip on anything. Everything that was sent to the cities was in addition to what the EFD submitted.

Chief: Plans for 2022 budget has begun.

Chief: COVID-19 protocols have not changed.

7. ADMINISTRATIVE UPDATES

Chief: Not a lot of extra training going on because of COVID-19. Going to participate in some weekend training that he has found valuable in the past.

Chief: Staffing still at 36. No retirement letters yet. 1 new person in the academy. The recruitment process is going to be reviewed to encourage training groups rather than random recruits throughout the year.

Chief: County is paying cost for automatic dispatch. Will save 1-5 minutes per call.

Chief: Lease program is lined up and ready to go.

Chief: New dock location will be on Gideon's Bay – much better location on the main lake that will improve response time. Neighbors seem supportive.

Kind: What is the protocol for when the boat siren is turned on?

Chief: Depends on boat traffic, but the siren typically is not be turned on until the boat is away from shore.

Chief: Concrete project – bidding will be done at the end of the year.

8. OTHER BUSINESS

There was no other business.

9. NEXT MEETING DATE AND TIME

Wednesday, September 16, 2020 at 9am.

10. ADJOURNMENT

Motion by Young to adjourn the meeting at 1:50pm. Second by Lerud. Motion passed 5-0.

Minutes respectfully submitted by Deb Kind