

**Cloquet Area Fire District Board  
City Hall  
October 15, 2008 Meeting Minutes**

Regular Meeting.  
Roll Call.

Members Present: Ahlgren, Nemmers, Fritsinger, Langenbrunner, Harms, Olson, Demenge,  
Kolodge and Schroeder.

Members Absent: None.

**AT-LARGE BOARD SEAT**

The Committee began the meeting by reviewing the status of the interviews for the vacant at-large seat. Staff noted that the Board received 3 letters of interest that were included in the Board's materials. None of the candidates could make the meeting today to participate in interviews.

The Board then discussed the candidates and whether or not there was any need to conduct actual interviews. The consensus was that all three were very good and qualified candidates, but that it would be good to have a regular citizen involved. Additional discussion commenced and the Board elected to keep things on track it would not undertake interviews of the candidates.

**MOTION:** Ahlgren moved and Demenge seconded the motion to appoint Bob DeCaigny to the At-Large position on the Cloquet Area Fire District Board. The motion carried unanimously (4-0).

Staff was directed to send official letters out next week and Chief Langenbrunner was asked to meet with Mr. DeCaigny to discuss his selection, his role on the Board, and of the upcoming meeting.

**OTHER ISSUES**

Staff provided a brief summary of where things stood in terms of insurance, fiscal agent, and legal services. The Board discussed whether or not it is appropriate to more formally seek legal services. Staff was asked to prepare a letter seeking proposals from area attorneys.

In terms of the City of Cloquet serving as fiscal agent the Board reviewed the questions posed by staff in the October 17 memorandum and answered each question. Staff will now work with the City Finance Director to prepare a more formalized report on how this service will work for the next meeting.

Staff presented a sample of a new proposed logo for the organization. The Board was supportive of the logo with some minor refinement and directed staff to continue towards the new logo's utilization on equipment, vehicles, and letterhead.

In terms of Capital equipment, Chief Langenbrunner noted that a new ambulance is included in the 2009 budget and capital plan. He inquired as to whether or not he should proceed with the development of specifications and bid process. The Board directed him to do so.

Staff informed the Board that the union has sent the Joint Powers Agreement to its National representatives for review and comment. They will provide that feedback to the Board once it is received.

### **MUTUAL AID AGREEMENT LETTERS**

The Board reviewed the draft letter to the Carlton County Mutual Aid Association notifying them that under the new entity the District is providing notice that it is terminating its participation in the Mutual Aid group to allow for the new entity to discuss more incident specific response. The Board suggested a couple of minor changes and asked that the letter be sent out. Letters specific to EMS Mutual Aid and Transport agreements will be dealt with at a later date.

### **LEGISLATION**

The Board briefly discussed the need for legislation allowing the creation of a joint fire/ems taxing district. With the next session quickly approaching the Board agreed that this should be pursued during this session.

### **AMBULANCE LICENSE**

The City will also need to address the change in ambulance license from Cloquet to the Cloquet Area Fire District. Chief Langenbrunner noted that there are three letters that will need to be drafted for this to be accomplished.

1. Letter from Cloquet to State.
2. Letter from Fire District to State that it would accept the PSA.
3. Letter from the Fire Chief reviewing and supporting this change and making it effective on January 1, 2009.

### **KOA FIRE CALL**

Chief Langenbrunner reviewed some of the issues that arose during the recent fire call at KOA.

### **NEXT MEETING**

The Board noted that it is looking for an organizational structure, certain policies and Legislation to be placed on the next agenda for discussion. The next meeting is scheduled for Wednesday, October 29, 2008.

There being no further business, the meeting was adjourned.