

# CLOQUET AREA FIRE DISTRICT BOARD (CAFD)

## MEETING MINUTES

Thursday, December 10, 2009

CAFD Station #2, Perch Lake Town Hall 7:00 p.m.

1. Call to Order and Roll Call

Members present: Langenbrunner, DeMenge, Harms, Nemmers, Ahlgren, and DeCaigny  
Members absent: None  
Others: Fritsinger (Cloquet City Administrator), Anderson (Recorder)

2. Approval of December 10, 2009 Meeting Agenda

**MOTION (DeMenge/Nemmers): To approve the December 10, 2009 meeting agenda with the following additions. Motion carried.**

A. Old Business Item G – Premiere Theater Advertisement

3. Approval of November 4, 2009 Meeting Minutes

**MOTION (Ahlgren/Harms): To approve the November 4, 2009 meeting minutes with the following corrections. Motion unanimously carried and passed.**

A. Staff present: Bobby K. DeLovely (not Jo); Jeremy Hutchinson (not Gerald).  
B. Director reference should be omitted before board members' names.

4. Presentation/Visitors

Sara Buhs, Scanlon Fire Department. No presentation.  
Kevin Tobeleski, Retired  
Scott Castleman

5. Old Business

A. 2010-2019 Capital Improvement Plan

Fritsinger recommends board consider plan as it exists. There have been no changes to the plan since September.

**MOTION (Nemmers/DeMenge): To approve the 2010-2019 Capital Improvement Plan. Motion unanimously carried and passed.**

B. Adoption of Final 2010 Budget

DeCaigny states that the write up is very clear and accurately summarize what has been discussed. No further discussion.

**MOTION (Harms/Ahlgren): To adopt Resolution No. 09-104 Final 2010 Fire District Budget. Motion unanimously carried and passed.**

C. Adoption of Final 2010 Property Tax Levy

**MOTION (DeMenge/Nemmers): To adopt Resolution No. 09-105 of Money to be Levied for Levy Year 2009, Payable in 2010. Motion unanimously carried and passed.**

D. Adoption of CAFD By-Laws

DeCaigny suggests wording of revision or revised as of date. No further discussion.

**MOTION (Ahlgren/Harms): To approve Bylaws of the Cloquet Area Fire District as presented. Motion unanimously carried and passed.**

E. Recording Secretary Appointment

There were eight applicants with interviews held on Monday, December 7, 2009. Deb Anderson was selected and was asked to be present at this meeting and take notes. DeCaigny asks what the terms and pay are for this appointment. Discussion that a flat fee of \$100 per month would be paid for regular board meetings with no mileage or equipment reimbursement unless extenuating circumstances. Agenda preparation would continue status quo by Brian Fritsinger. Laura Eames offered to prepare notes for one meeting if Deb is unavailable.

**MOTION (Ahlgren/DeMenge): To appoint Deb Anderson as Recording Secretary. Motion unanimously carried and passed.**

F. New Member Communities Update and Strategy Discussion

Langenbrunner states current documents have been received from Scanlon; Thompson Township is still compiling data; and there have been conversations with Carlton. Langenbrunner suggests a committee be set up of two board members and operations staff to bring communities in, one at a time, and to establish a formalized process. DeCaigny and DeMenge volunteer to be on the committee. The committee will formalize a process and identify the next steps and bring back to the board with recommendations for approval.

## G. Premiere Theater Advisement

Pat has been contacted by Cary at Premiere Theater and is looking for advertising interest. Discussion of combining forces for a 15 or 30 second ad. We can supply our own pictures and narrative. Langenbrunner is requesting feedback and requests board members send thoughts regarding the message we want to portray. Steve and Pat will work out the details and report back to the board.

## 6. New Business

### A) Approval of Payment of Bills

Langenbrunner reviews payment of bills. Left hand column represents total city invoices. The City will provide summary budget for actuals beginning 2010. Langenbrunner reports that Nancy would provide information regarding the billing practices if requested.

**MOTION (DeMenge/Nemmers): To approve the payment of invoices due on or before December 10, 2009, and listed on the Summary Report dated December 7, 2009, for a total amount of \$18,379.78. Motion unanimously carried and passed.**

### B) Appointment of Treasurer

Appointment of Treasurer is required as defined in by-laws. All checks are electronic at this time. Table until January agenda.

### C) Pine Journal Tax Article Review

Fritsinger reviews Pine Journal article regarding the proposed property tax increase. Questions rose that the district is not open to sharing its story to the public. A lot of time has been spent explaining the shift of service issues and equalization of service.

## 7. Closed Meeting

Closed meeting for purposes of discussing labor negotiations with the IAFF Local 880 and other confidential legal matters as permitted under Minnesota Statutes.

Meeting re-opened at 7:55 pm to discuss various contract negotiations regarding the Memorandum of Understanding.

**MOTION (Ahlgren/Harms): To approve the Memorandum of Understanding between Cloquet Area Fire District and International Association of Fire Fighters (I.A.F.F.) Local 880 (Union) with some minor changes in wording and upon review of Attorney, Frank Yetka. Motion unanimously carried and passed.**

8. Other/Next Agenda

A. Future Agenda Items

Election of Treasurer pursuant to by-laws and election of positions.

B. Confirm Next Meeting Date

January 13, 2010 (Wed)	3 pm	Station 1 Training Center
February 11, 2010 (Thurs)	6 pm	Station 2 Perch Lake Town Hall
March 10, 2010 (Wed)	3 pm	Station 1 Training Center
April 8, 2010 (Thurs)	6 pm	Station 2 Perch Lake Town Hall
May 12, 2010 (Wed)	3 pm	Station 1 Training Center
June 10, 2010 (Thurs)	6 pm	Station 2 Perch Lake Town Hall

C. Action Items List Review

See attached list.

9. Adjourn

**MOTION (Harms/Nemmers): To adjourn at 8:05 p.m. Motion carried.**