

**CLOQUET AREA FIRE DISTRICT (CAFD) BOARD
MEETING MINUTES
Thursday, June 10, 2010
District Station #2, 6:00 p.m.**

1. Call to Order and Roll Call

Members present: DeCaigny, Harms, Tom Luke (for DeMenge), and Nemmers
Members absent: DeMenge, Ahlgren
Others: Chief Langenbrunner, Anderson (Recorder)

2. Approval of June 10, 2010 Meeting Agenda

MOTION (Nemmers/Harms): To approve the June 10, 2010 meeting agenda with the following additions under New Business (7):

h) Appointment of Additional Firefighter POC Station 2

i) Minnesota DNR Forestry Cooperative Agreement

j) Scanlon Resolution July 1 Deadline

k) Proposal for Sawyer Township

Motion unanimously carried and passed.

3. Approval of May 12, 2010 Meeting Minutes

MOTION (Nemmers/Harms): To approve the May 12, 2010 meeting minutes. Motion unanimously carried and passed.

4. Presentation/Visitors

Others/Visitors: Kevin Schroeder, CAFD; Chad Vermeersch, CAFD; Ken Klatt, CAFD; Steve Olson, CAFD; Derek Hills, CAFD; Geoff Foster, CAFD; Lora Eames, Perch Lake Clerk.

5. Treasurer's Report:

a) Monthly Financials

MOTION (Nemmers/Harms): To approve the Monthly Financial Statements as presented. Motion unanimously carried and passed.

b) Bill Payment Approval

MOTION (Nemmers/Luke): To approve the payment of the bills as presented. Motion unanimously carried and passed.

c) Fiscal Agent Agreement:

CAFD is currently contracting with the City of Cloquet on an informal basis. Bids will be sought so a fair assessment is documented and due diligence is recorded.

6. Old Business

a) Scanlon Committee and Strategy Committee Updates:

Chief Langenbrunner reports that a sub-committee meeting was held today at 4:30 p.m. and states the process is moving in a positive direction. Scanlon will proceed with passing a resolution regarding their intent to become a member community. A public informational meeting will be held July 28, 2010 at 6 pm at the Scanlon Community Center (SCC). A subcommittee of the committee will meet Monday, July 12 at 1:30 pm at the SCC to prepare details for the public meeting. A regular committee meeting will be held Tuesday, July 13 at 3:30 p.m. at Station 1 to complete the details on the presentation and to conduct other business.

Bob reports that the strategy committee has been meeting periodically and it is going well. A written editorial was published this week in the Pine Journal and a second editorial has been submitted to the Duluth News Tribune. The strategy committee will meet again in the Fall. An informational meeting with potential member communities and those interested in contract services is being discussed. The Chief requests that a formal letter be sent to the Fond du Lac business committee requesting a meeting to discuss the additional benefits that the CAFD could provide. The Chief will draft a letter to request a meeting in July.

MOTION (Harms/Luke): To approve a formal letter be drafted by Chief Langenbrunner to FDL business committee. Motion unanimously carried and passed.

b) EMS Legislation Update:

Chief reports that the language was heard in the committee but nothing has proceeded beyond that. Legislation will need to be re-introduced next session and/or work with Fond du Lac on getting changes made to PSA or other items of mutual interest.

c) Non-Union Committee Update:

The Chief reports a meeting was held June 1 with additional meetings to be scheduled. A variety of topics were discussed. This is to be added to action item list.

d) POC Bonus System Committee Update/Recommendation:

The Chief has met with officers of Station 2. Discussed change from annual bonus to additional pay per hour. Consensus was to change the additional pay per hour for lieutenant to \$2.00 per hour cap; division chiefs to \$3.00 per hour; POC staff to \$5.00 per hour. Effective January 1, 2010. This will be cost neutral.

MOTION (Nemmers/Luke): To approve the additional pay per hour changes effective January 1, 2010. Motion unanimously carried and passed.

e) 2011 Budget/CIP Committee Update:

A meeting will be scheduled in the near future by Chief Langenbrunner.

7. New Business

a) Liability coverage Waive Form-LMCIT:

MOTION (Nemmers/Harms): To *not* waive the monetary limits. Motion unanimously carried and passed.

b) Resignation of POC Fire Fighter:

Resignation letter has been received from Don Jones as he has moved out of the district.

MOTION (Harms/Nemmers): To approve the resignation of Don Jones. Motion unanimously carried and passed.

c) Procurement/Purchasing Policy:

Brian supplied sample policies from other communities. DeCaigny recommends that this be tabled until fall 2010 due to the amount of other activity engaging the time of the Board. The Board agreed.

d) OPEB Report Findings:

Add to action items.

e) FEO Appointment – Steve Hills:

The fire board had previously authorized a fourth position of Fire Equipment Operator. This position will be utilized to perform thorough checks and maintenance on fire department vehicles, small engines, self contained breathing apparatuses, and are POC. Chief recommends Steve Hills be appointed.

MOTION (Nemmers/Harms): To appoint Steve Hills as Fire Equipment Operator. Motion unanimously carried and passed.

f) Firefighter/Paramedic Appointment:

The position has been vacant since last July because of a retirement. Chief reports that there has been an increase in run volume. Testing was completed in January and background checks are complete. Chief recommends Christopher White be appointed to an entry level position of Firefighter/Paramedic pending passing of medical/physical with a start date of July 6, 2010.

MOTION (Harms/Nemmers): To appoint Christopher White to the entry level position of Firefighter/Paramedic pending passing of medical/physical. Motion unanimously carried and passed.

g) FDL/Area Township Meeting:

See 6a above.

h) Additional POC Firefighter-Station 2:

Because of resignation, Chief recommends that Thomas Despenes III be appointed to POC Firefighter at Station 2.

MOTION (Nemmers/Luke): To approve the hiring of Thomas Despenes III as POC Firefighter at Station 2. Motion unanimously carried and passed.

i) MN DNR Cooperative Agreement:

Chief requests the board formally approve an agreement between the District and MN DNR Forestry. This agreement will supersede any previous agreements (same agreement but with different date).

MOTION (Nemmers/Harms): To approve the agreement between the District and MN DNR Forestry. Motion unanimously carried and passed.

j) Scanlon Resolution July 1 Deadline:

Paul Gassert informed Brian that under §275.067 special taxing district, the district has to provide notice to the County Auditor by July 1 if they intend to levy a tax by January of the following year. Chief spoke to Paul Gassert who is confident, but not sure, that if the district board passes a resolution indicating that we are working together towards Scanlon becoming a member community, and if Scanlon city council does the same, and if for some reason Scanlon chooses not to become a member community, this resolution addresses the *intent*. Paul Gassert has called the State to confirm and is waiting for a response. The resolution would state that it is the intent for Scanlon Fire Department to become a member community of the Cloquet Area Fire District. Scanlon committee members will present a resolution of

intent at their Council meeting June 22nd. The official resolution will be in August for the CAFD and Scanlon.

MOTION (Harms/Luke): To pass a resolution stating the intent of Scanlon Fire Department to become a member community of the Cloquet Area Fire District. Motion unanimously carried and passed.

k) Proposal for Unorganized Sawyer Township:

Chief has received a letter from Carlton County. The Carlton County board authorized the Chief to present a proposal for fire protection services to Sawyer Township effective January 1, 2012. Sealed written proposals will be accepted in the Carlton County board room at 11 a.m. on July 30, 2010. Chief requests that the management team prepare a proposal providing fire protection to Sawyer Township. A subcommittee, through the budget committee, will prepare a proposal.

MOTION (Nemmers/Luke): To approve the preparation of the Sawyer Township proposal and to give the finance committee the authority to present to Carlton County a sealed bid. Motion unanimously carried and passed.

8. Other/Next Agenda:

a) Future Agenda Items

b) Confirm Next Meeting Date

July 14, 2010 (Wed)	3 pm	Station 1 Training Center
August 12, 2010 (Thurs)	6 pm	Station 2 Perch Lake Town Hall
September 8, 2010 (Wed)	3 pm	Station 1 Training Center
October 14, 2010 (Thurs)	6 pm	Station 2 Perch Lake Town Hall
November 10, 2010 (Wed)	3 pm	Station 1 Training Center
December 9, 2010 (Thurs)	6 pm	Station 2 Perch Lake Town Hall

c) Action Items List Review

See attached list.

MOTION (Luke/Harms): To close the meeting regarding FDL and to discuss potential litigation and/or legal action regarding State regulations. Motion unanimously carried and passed.

MOTION (Luke/Nemmers): To open the closed meeting. Motion unanimously carried and passed.

9. Adjourn

MOTION (Harms/Nemmers): To adjourn at 7:15 p.m. Motion unanimously carried and passed.