

New Richmond Fire & Rescue Service
 106 South Arch Avenue
 New Richmond, Wisconsin 54017

FIRE ADVISORY BOARD MEETING:
 Un-Official Meeting Minutes of June 17, 2015.

CALL TO ORDER:
 The meeting was called to order at 6:59 PM.

ROLL CALL:
 The following (X'd) individuals were present at this meeting. All listed will receive a copy of these Meeting Minutes.

| | | | |
|---|-----------------|---|---|
| | Mike Darrow | City of New Richmond - City Administrator (715) 243-0401 | mdarrow@newrichmondwi.gov |
| | Tanya Reigel | City of New Richmond - Clerk (715) 243-0403 | treigel@newrichmondwi.gov |
| | Marie Bannik | City of New Richmond - Administrative (715) 246-4268 | mbannink@newrichmondwi.gov |
| X | Fred Horne | City of New Richmond - Mayor (715) 246-4268 | mayorfred@frontier.com |
| X | John VanDyk | Erin Prairie Township - Chairman (715) 246-5057 | vandykjohn@yahoo.com |
| | Jackie Mitchell | Erin Prairie Township - Clerk (715) 246-5514 | tep@sunnylink.com |
| | Craig Kittel | New Richmond - City Council (District 1) (715) 246-3961 | aldermankittel@frontier.com |
| | Scottie Ard | New Richmond - City Council (District 2) (715) 338-6064 | aldermanard@frontier.com |
| | Jim Jackson | New Richmond - City Council (District 3) (715) 338-5041 | jsjackson87@gmail.com |
| | Jane Hansen | New Richmond - City Council (District 4) (715) 220-1750 | aldermanhansen@frontier.com |
| | Ron Volkert | New Richmond - City Council (District 5) (715) 220-6788 | NA |
| X | Jim Zajkowski | New Richmond - City Council (District 6) (715) 246-6937 | aldermanzajkowski@frontier.com |
| | Brad Olek | New Richmond Fire & Rescue | bolek32@hotmail.com |
| X | Robin Haffner | New Richmond Fire & Rescue | rchaff@frontiernet.net |
| X | Roger Lindloff | New Richmond Fire & Rescue | rwljml@hotmail.com |
| X | Jim Vander Wyst | New Richmond Fire & Rescue - Chief (715) 243-0424 | nrfire@frontiernet.net |
| X | Dave Naser | Richmond Township - Board Member (715) 246-6679 | towny49@frontiernet.net |
| | Gary Knutson | Richmond Township - Chairman (715) 690-4661 | glknutson@frontiernet.net |
| | Donna Preece | Richmond Township - Clerk (715) 246-4092 | dpreece@frontiernet.net |
| X | Dick Hesselink | Stanton Township - Chairman (715) 248-3082 | hesselinkracing@hotmail.com |
| | Sharon Balcerek | Stanton Township - Clerk (715) 248-4550 | townofstanton@frontiernet.net |
| X | Scott Counter | Star Prairie Township - Chairman (715) 248-7765 | scott@hometecbuilders.com (left meeting @ 7:48 PM) |

| | | | |
|---|-------------------|--|---------------------------------|
| X | Joe Schachtner | Star Prairie Town - Board Member (715) 246-6163 | powernut59@yahoo.com |
| | Tom Heintz | Star Prairie Township - Board Member (715) 248-3741 | tntmetals@frontiernet.net |
| | Mike Burke | Star Prairie Township - Clerk (715) 246-9878 | townstarprairie@frontiernet.net |
| | Michele Hermansen | Star Prairie Township - Supervisor (715) 247-5426 | michele2255@gmail.com |
| X | Keith Karpenski | Town of Alden - Chairman (715) 554-2488 | kkarpenski@aol.com |
| | Judy Demulling | Town of Alden - Clerk (715) 248-7859 | alden@townofalden.com |
| X | Greg Frost | Town of Alden - Supervisor (763) 670-0212 | g.frost.fg@gmail.com |
| | Chad Peterson | Village of Star Prairie - Chairman (715) 220-9831 | cmpeter2009@live.com |
| | Patsy Johnson | Village of Star Prairie - Clerk (715) 248-7231 | starpv@frontiernet.net |
| X | Dan Scheeringa | Village of Star Prairie - Trustee (715) 338-4890 | ds7734@frontiernet.net |

PREVIOUS MEETING MINUTES:

- **March 18, 2015 Meeting Notes**

MOTION:

A motion was made by Jim Zajkowski and seconded by Joe Schachtner to approve the March 18, 2015 Meeting Minutes as written. The motion carried.

NEW BUSINESS:

- **Bruce Fuerbringer/Five Bugles Consultant Company - Vehicle and Equipment Analysis Follow-Up**
 - Mr. Fuerbringer discussed his findings after his evaluation on the condition and adequacy of the current rolling fleet at New Richmond Fire & Rescue. He also discussed the maintenance requirements to maintain the fleet and explained the above-and-beyond duties that are placed on the Chief to maintain these vehicles. New Richmond has been very fortunate to have a current Chief that has also been able to provide maintenance; however, this is something that needs to be factored in when moving forward. There was discussion about having yearly maintenance provided by an outside certified mechanic for all vehicles or possibly hiring a mechanic/full-time staff member to maintain vehicles, building, and to possibly conduct inspections. An Apparatus Evaluation/Recommendations report (that was prepared by Mr. Fuerbringer) was distributed. A copy of this report is attached to these minutes.
 - Mr. Fuerbringer verbally suggested that NRF&R create a written 5-year Strategic Plan.
 - There was further discussion about fleet adjustments (eliminating vehicles, acquiring a multi-purpose vehicle, purchasing a trailer).
- **Pass-the-Boot - Set Up Summer Schedule and Municipality Volunteers**
 - The date of June 27, 2015 was selected for the "Pass-the-Boot" event at Family Fresh. The schedule is as follows and is also attached to these minutes:
 - 9:00 AM Dick Hesselink / Joe Schachtner
 - 10:00 AM Fred Horne / Dan Scheeringa
 - 11:00 AM Fred Horne / Mike Darrow
 - 12:00 PM _____ / _____
 - 1:00 PM John VanDyk / David Naser
 - 2:00 PM _____ / _____

- **Washington County Mutual Aid Contract / MABAS**

- Chief reviewed the Mutual Aid Agreement between St. Croix County, Wisconsin and Washington County, Minnesota.

A motion was made by Jim Zajkowski and seconded by Joe Schachtner to have the Washington County Mutual Aid Contract reviewed/approved by the City Council. The motion carried.

- There was an inquiry made about MABAS. Roger Lindloff provided an update on how it has been working and also provided information on the surrounding community's status in participating in this system.

- **Ladder Truck Sale**

- The old Seagrave ladder truck has been sold to Dan Casey for \$5,000.

- **Set Next Meeting**

- The next Fire Advisory Board Meeting has been scheduled for Wednesday, August 19, 2015 at 7:00 PM at the Fire Department.

ADJOURNMENT:

- **Adjourn**

MOTION:

A motion was made by Joe Schachtner and seconded by Fred Horne to adjourn the meeting. The motion carried and the meeting adjourned at 8:18 PM.

ATTACHMENTS:

- Apparatus Evaluation/Recommendations Report (June 2015).
- Pass-the-Boot Sign Up Schedule
- Washington County Mutual Aid Contract

New Richmond Fire Department

Apparatus Evaluation/Recommendations

Purpose of Study

The NRFD has maintained an impressive fleet and operational readiness status over the past nearly two decades under Chief VanderWyst. The Department has been able to do so in a very cost conscious manner by doing as much as possible in-house, while utilizing industry-current computer software, as well as equipment and apparatus for the most part.

The purpose of the New Richmond Fire Department (NRFD) Study is to evaluate the condition of and adequacy of its current rolling fleet for response purposes to fire and other emergencies; to evaluate how current operating conditions within the fire department impact fleet considerations and staffing requirements for responses; to provide recommendations for improved response readiness, efficiencies and safety.

Methodology

Assessment of apparatus readiness incorporated the assessment of four areas: 1) cursory inspection of apparatus mechanical components and safety features, 2) review and evaluation of maintenance records and procedures, 3) equipment review, and 4) review of fleet inventory for cost-effective adjustments that could improve efficiency and effectiveness.

Apparatus Inspection

On April 16, 2015, all New Richmond Fire Department apparatus and associated equipment were reviewed by '5 Bugle' fleet experts to determine if any mechanical issues and/or safety concerns were present, such as the absence of, or inoperability of emergency lighting, reflective striping, seat belts, etc.

The results of the inspections are provided in Appendix 'A' of this report; Appendix 'D' provides a list of modern safety features referenced from NFPA 1911, 2012 Edition, the standard for Automotive Fire Apparatus.

Apparatus Inspection Results

The inspection found a faulty drag link ball joint on Engine 3262; this was a serious enough issue to recommend that the pumper be taken out of service until repairs could be made. It is noted that the repair was completed within several days of the inspection, which is a credit to the efficiency of the fire chief.

Several outlet valves were found to be difficult to cycle, or stuck in the closed position. Others were found to have some leakage when opened. It is understood that during winter months the

apparatus are operated with pumps 'dry' to prevent freezing and that individual pump apparatus may not be called upon to pump water for extended periods of time.

All other apparatus were found to be in acceptable mechanical operating condition at the time of the cursory inspection. It should be noted that a more in-depth inspection that allows for more detailed scrutiny of such items as brakes, etc., that could not be performed on the apparatus floor, may identify additional mechanical issues that need to be addressed.

The safety portion inspection found that not all equipment that is carried in apparatus compartments was secured. Several cab SCBA restraint harnesses were damaged or non-functional.

Recommendations:

- 1) Secure equipment in apparatus compartments by use of brackets, straps or other means to prevent their movement in transit and associated potential damage to it, and to prevent equipment ejection in the event of broken latches, unlocked or damaged compartment doors.
- 2) Repair or replace SCBA restraint straps in cabs; in the event the apparatus must make a sudden stop, or is involved in a crash, there is the potential for the SCBA's to become flying projectiles that could cause significant injury or damage.
- 3) Work outlet valves and lubricate on a regular basis, year round.
- 4) Repair valve seals that are allowing leakage around affected valves.

Maintenance

Equipment and Vehicle checks are performed by firefighters as part of their weekly and station duties. The department Standard Operating Guideline (SOG) dictates that inspection checks shall be completed in accordance with Wisconsin SPS 330.09. When changes occur to the SOG, the new version is sent to each firefighter, and annual training occurs to update the entire department on all SOG changes.

Basic checklists exist which are used for routine checks. Upon completion, these checklists, which are on clipboards, are placed on a designated area of a rear wall in the apparatus bay. The Fire Chief reviews these lists on a weekly basis, makes the necessary repairs that can be handled in-house, and then enters the information into *Firehouse* (computerized data management program). Should a repair be too complex to be performed in-house, the vehicle is taken to a local vendor to have the repair completed. It was reported that during the transition to a new department secretary, some maintenance records may not have been entered into *Firehouse*, primarily routine grease work and oil changes.

The NFRD has found itself in a unique situation with the Fire Chief coming with a background in fleet management and maintenance, and with the ability to perform many maintenance and repair functions. While this has 'worked' over his tenure to date, the expanding role of the fire

service and changing patterns of service delivery over the past several decades has increased the responsibilities of the fire chief dramatically. At one time all the fire chief had to worry about was making sure the department had sufficient apparatus, water and personnel to respond to a fire. Since the early 2000's, fire chiefs find themselves managing the increased emphasis on hazardous materials response, terrorism preparedness and WMD concerns, collapse rescue and confined space and above ground rescue, among others. EMS first response and assistance has grown substantially within the fire service and shows no sign of decreasing.

These changes and advancements have occurred quickly in some areas, and more gradual in others. But there is no denying that every fire department across the country, be they career, combination or volunteer departments, are feeling the impact of the changing landscape of emergency services along with the increased regulatory and training demands to manage. Therefore, it makes sense that the fire chief is now, or soon will be, wearing a number of 'different hats' in his management role of the fire department. In the case of the NRPD, it will make wearing the hat of "primary department mechanic" increasingly difficult to manage.

Currently, the fire chief reports that he is able to reasonably invest about 10 hours per month to maintenance, and extra time if problems are discovered. This is at best, 45 minutes per apparatus. Considering that the apparatus are worth several hundred thousand dollars each, this is a minimalist approach to maintaining valuable apparatus and equipment. If the time is doubled due to problems encountered, then the fire chief is losing considerable administrative work time. Considering that break-downs do not follow a set schedule, timing can prove to be very inconvenient and could significantly impact other important duties or commitments.

5 Bugle's fleet expert stated that spending a minimum of 90 minutes per month per vehicle to inspect and maintain a piece of apparatus (not including repair work) would greatly enhance safety and vehicle longevity.

In addition, the fire chief will at some point be retiring and there will need to be a succession plan in place to continue regular vehicle maintenance and repairs.

Recommendations:

- 1) Expand weekly apparatus check sheets to reflect those found in Appendix 'C' of NFPA 1911, 2012 Edition.
- 2) Consider implementing a quarterly/semi-annual/annual maintenance review based on check sheets found in Appendix 'C' of NFPA 1911, 2012 Edition. If one piece of apparatus was "annually" evaluated each month, the entire fleet would be in continuous compliance with State requirements.
- 3) Consider a system whereby vehicle check lists are numbered; when a maintenance action or repair occurs a reference number is entered as part of the *Firehouse* record that reflects the specific vehicle, checklist and year. If this can be accomplished, it would

provide a chronological history for each entry, and if a record is not entered it would show up in an internal audit as a reference trail being out-of-sequence.

- 4) When Engine 3262 underwent repairs, the vendor offered to do a "DOT" inspection on the vehicle, which is a comprehensive inspection and evaluation of the primary components of the apparatus. The vendor offered to complete such an inspection when an apparatus came in for repair. It is our recommendation that the Fire Chief not only take the vendor up on their offer, but to negotiate some arrangement to have each apparatus have a DOT inspection on an annual basis, whether or not a repair is involved.
- 5) Create a "Department Mechanic" position and recruit a qualified individual to assist the fire chief and eventually take over the role as the primary mechanic. This individual should have the ability, in addition to the fire chief, to place an apparatus 'out-of-service' when a dangerous mechanical or safety problem is discovered.
 - a. Doing so will allow the fire chief to focus on his increasingly diverse administrative duties, as well as create a succession plan for when he retires. He would still be available to assist as needed.

OPTIONS:

- A) Contract service provider (ie: Emergency apparatus Maintenance, Inc. – Twin Cities)
- B) Have City Shops handle basic truck maintenance and repairs; contract out specialty maintenance (ie: pump tests, light water educator repairs, etc.)

Equipment

A cursory review of fire/rescue/EMS equipment carried in the apparatus indicated sufficient types of and quantity of equipment and supplies to adequately respond to most types of emergencies.

The confined space/trench rescue equipment is currently being stored along the North wall of the apparatus area; a vehicle must first be moved into the bay and then loaded with the equipment before it can respond to the emergency, which creates a response delay. In an emergency, the need to load equipment quickly can lead to accidents and/or injuries which could ultimately further delay a response.

There are two large diesel power generators located on trucks E-3262 and E-3271 which add significant weight to the rear axle and also take up significant space in the rear of the apparatus. At the time of their install, they were the only diesel-type generators available, and with the rationale that they would be able to run off of the apparatus' fuel tank, there was logic to their installation. They are currently used to power smoke ventilation fans and emergency lighting.

Recommendations:

- 1) Consider recommendation under "Apparatus Inventory Evaluation" section below, to store the confined space/trench rescue equipment on a trailer in order to speed emergency response.
- 2) Should engines 3262 and 3271 be refurbished or upgraded, consider changing out the generators for smaller and lighter versions that may be available, reducing the strain on the truck's suspension and chassis. At the point they are replaced, a new pumper should come with a factory mounted generator. It is the fire chief's recommendation new generators be converted to hydraulic/transmission drives, which we concur with.

Apparatus Inventory Evaluation

The NRRFD current fleet consists of 13 vehicles: 4 Triple combination pumpers, a 95' ladder tower, 2 brush trucks, 2 water tenders, a converted ambulance/light rescue pick-up truck, a heavy rescue truck, a utility SUV truck and a command vehicle. Discussions with the fire chief revolving around the benefits and limitations of each piece identified several points for consideration regarding the maintenance, staffing implications, the appropriateness of each truck and the potential for fleet adjustments to improve efficiencies.

Recommendation

Reduce the fleet inventory and associated costs, as well as improve safety and response capabilities by considering a couple of fleet adjustments.

- 1) Eliminate Light Rescue 3270; obtain or construct a special equipment trailer that could hold the Zodiac rescue boat and collapse/trench rescue equipment.
- 2) Replace Truck 3264, the 2001 Jeep with the current Command 3272 2008 Dodge Durango and replace the Chief's vehicle.
- 3) Eliminate 'old ambulance' 3273; replace with a rescue pumper that will provide on-scene fire protection at rescue incidents and be able to pull a special equipment trailer.
- 4) Work with the ambulance service and local support agencies (Red Cross, etc.) to establish and maintain a formal rehab area when needed at major events. Smaller events could have rehab provided by fluids kept on the heavy rescue truck.

Very real challenges for most volunteer fire departments are first the recruitment and retention of firefighters, and secondly their availability to respond when an emergency occurs. The larger the fleet and the more spread out the resources on the vehicles, the greater the need for staffing when an emergency happens. Reducing the fleet when there is a practical means to do so, without negatively impacting basic response

resources, means that fewer firefighters can accomplish the same goal of getting those resources on scene.

Eliminating Light Rescue 3270 by either converting it to a special equipment trailer or selling it to purchase or construct a new trailer is attractive from several perspectives. First, it reduces the fleet by one vehicle, replacing an aging vehicle that is at risk for higher maintenance and repair costs; secondly it provides storage for the trench rescue equipment that is not stored on a vehicle at this time and that is presently cumbersome to deploy. Thirdly, it improves safety and reduces the risk of injury by allowing the rescue boat to be transported at a level that allows easier deployment. Currently the boat is stored on an overhead rack on the back of 3270 that requires up to 6 firefighters to safely unload it. Storing it on a trailer would eliminate the potential for falls and/or strains and sprains by lifting overhead. It would also reduce the number of personnel needed to put the boat in service. The trailer would provide adequate space for existing equipment as well as space for potential future equipment storage needs.

The recommendation of replacing the Jeep (3264) with the current command vehicle (3272) is an outgrowth of the prior recommendation (the elimination of Light Rescue 3270). The Jeep will not have the towing capacity to pull the new equipment trailer, thus limiting the Jeep's usefulness. Keeping the Durango and assigning it the Jeep's grassland fire, crash protection and backup incident command duties in addition to its ability to tow, will make the Durango a much more versatile truck. Replacing the Chief's vehicle with a similar or larger vehicle (ie: Suburban or Expedition) will provide the opportunity to gain a second vehicle capable of towing the equipment trailer, as well as provide added space for command and control tools and other equipment as determined useful. This action would also follow the current 5-year replacement plan for the Jeep (see Appendix 'B' and 'C').

Replacing 3273 with a rescue pumper would provide suppression protection for vehicle crashes and special rescue emergencies. It would also reduce the number of apparatus required (currently a full-sized pumper and the light rescue truck) to respond to get all of the necessary equipment on scene.

The ISO would recognize the rescue pumper as a piece of suppression apparatus as well, and credit it towards the City's ISO rating. As it could also be utilized at a structure fire, the NRPD could eliminate one of its older full-sized pumpers. Discussion identified either triple combination pumpers 3262 or 3265 as candidates; which pumper would ultimately be retired is a local decision, as they are relatively close in age, and each apparatus has its merits.

The NRPD maintains an impressive and very adequate base fleet for emergency response purposes. As stated previously in this report, proper maintenance and upkeep are key factors for response readiness and compliance with State mandates for fire department vehicles. While current apparatus have many of the current recommended safety features that protect both the

firefighters and the general public when the apparatus is operating on public roadways, the Fire Board should be cognizant of the fact that improvements in the area of apparatus safety, both mechanically and feature-wise, are occurring on an ongoing basis. Indeed, while a vehicle may be mechanically capable of more running years, the safety features may be obsolete (such as the old 'man-saver' bars utilized in semi-open cabs of the past), or missing altogether (ie: low-voltage alarm systems or interlocks to prevent engine rpms increasing unless the chassis transmission is in neutral).

Fire departments vary widely in their character, and thus in their requirements for apparatus maintenance, refurbishment and replacement. Developing a local replacement schedule that is appropriate for its apparatus, resources, capabilities and special circumstances is critical to maintaining a high quality fleet, and to assist in planning and budgeting for future needs. NFPA 1911 provides a broad range of recommendations including maintenance specifics and time frames for vehicle replacement.

Chief VanderWyst has developed such a replacement schedule (see Appendix 'B' and 'C'), and may wish to review it in light of the recommendations of this report to confirm the timeframes and vehicle specifics are still relevant to current and future needs.

Lastly, as previously mentioned, the charge of the fire service nation-wide has evolved due to an ever changing environment. As such, many fire departments have worked to create a *5-Year Strategic Plan*, allowing the organization to work towards common goals in a participative manner through the input of inside and outside stakeholders to identify current issues and future needs. The plan allows them to set priorities to more easily and effectively focus department energy and resources, and will strengthen department operations. It is also a valuable budgeting tool.

The NRRFD would benefit by creating a *Strategic Plan* of its own, as other departments across the country have.

END OF REPORT

It is with gratitude to the New Richmond Fire Board and Fire Chief James Vanderwyst that Five Bugle Training & Consulting, LLC is pleased to submit this report for consideration.

Sincerely,

Bruce A. Fuerbringer

Bruce A. Fuerbringer, M.S., EFO
Fire Chief (ret.)
Five Bugle Training & Consulting, LLC
W6095 Rock Creek Road
Mondovi, WI 54755
715-577-8944

APPENDIX 'A'

**NEW RICHMOND FIRE DEPARTMENT
2015 Fleet Readiness Report**

| Vehicle # | Type | Roadworthy Rating | Roadworthy Issues | Critical | Safety Rating | Safety Issues | Critical | Comments |
|-----------|---------|-------------------|---|----------|---------------|---|----------|--|
| 3266 | Brush | 3 | Pitting Water Tank | | 3 | N/A | | |
| 3266 | Brush | 3 | N/A | | 3 | N/A | | |
| 3272 | Command | 3 | N/A | | 3 | N/A | | |
| 3261 | Engine | 3 | N/A | | 3 | N/A | | |
| 3262 | Engine | 1 | Pitman, Ball and Socket Joints, Tie Rods and Drag Links need Immediate Repair | | 2 | No FF Grab Rails in Rear Compartment, Seat Belt in Rear Crew Compartment not Functioning, Front Passenger and Rear Passenger SCBA's not Secured | | Compartment equipment not secured and prone to vehicle damage and falling out upon opening door. |
| 3265 | Engine | 3 | N/A | | 3 | N/A | | |
| 3271 | Engine | 3 | N/A | | 3 | N/A | | |
| 3263 | Ladder | 3 | N/A | | 3 | N/A | | |
| 3270 | Rescue | 3 | N/A | | 3 | N/A | | |
| 3273 | Rescue | 3 | N/A | | 3 | N/A | | |
| 3268 | Tender | 3 | N/A | | 3 | N/A | | |
| 3269 | Tender | 3 | N/A | | 3 | N/A | | |

Rating Schedule
 1 = Remove From Service
 2 = Need Attention ASAP
 3 = Roadworthy

APPENDIX 'B'

| FIRE VEHICLES LISTED BY NUMBER / TYPE & YEAR - FIVE YEAR PLAN | | | | | | | | | | 8/1/2014 |
|---|------|------------|-----------------------|-----------------------|-------------------------|------------|------------|------------|------------|------------|
| TRUCK # VEH ID | YEAR | In Service | PURCHASED COST | REPLACEMENT COST | VEH / AGE AS OF 2014 | 2015 | 2016 | 2017 | 2018 | 2019 |
| 3261 PUMPER | 2003 | 2/2005 | \$ 210,152.00 | \$ 320,000.00 | 11 | | | | | |
| 3262 PUMPER | 1992 | 1993 | \$ 203,230.00 | \$ 400,000.00 | 22 | | | \$ 400,000 | | |
| 3263 LADDER | 1986 | 1987 | \$ 229,790.00 | \$ 900,000.00 | 28 | \$ 769,474 | | | | |
| 3264 UTILITY | 2001 | 2002 | \$ 18,000.00 | \$ 25,000.00 | 13 | | See Note | | | |
| 3265 PUMPER | 1997 | 3/2000 | \$ 175,000.00 | \$ 400,000.00 | 17 | | See Note | | | |
| 3266 BRUSH | 2009 | 2009 | \$ 22,282.00 | \$ 120,000.00 | 5 | | | | | |
| 3267 BRUSH | 1999 | 9/2002 | \$ 16,026.00 | \$ 130,000.00 | 15 | | | | | \$ 130,000 |
| 3268 TENDER | 2007 | 12/2007 | \$ 154,513.00 | \$ 165,000.00 | 7 | | | | | |
| 3269 TENDER | 2002 | 2002 | \$ 61,992.00 | \$ 165,000.00 | 12 | | | | | |
| 3270 LIGHT RESCUE | 1996 | 6/2011 | \$ 25,000.00 | \$ 120,000.00 | 18 | | | | \$ 120,000 | |
| 3271 PUMPER | 1996 | 1/1997 | \$ 239,148.00 | \$ 400,000.00 | 18 | | | | | \$ 400,000 |
| 3272 COMMAND | 2008 | 2008 | \$ 17,365.00 | \$ 30,000.00 | 6 | | \$ 30,000 | | | |
| 3273 HEAVY RESCUE | 1994 | 6/2011 | \$ 275,000.00 | \$ 400,000.00 | 20 | | \$ 400,000 | | | |
| TOTALS | | | \$1,647,498.00 | \$3,575,000.00 | | | | | | |

2016: Replace 3272 with lease option, move current 3272 to 3264, sell 3264.
 2016: Combine E-3265 & R3273, Pumper / Rescue Truck.

| FIRE VEHICLE USAGE | | | 8-2014 |
|--------------------|---|---|--------|
| TRUCK ID | PRIMARY | SECONDARY | |
| E-3261 | Vehicle Fires and Crashes | Structure fires | |
| E-3262 | Structure Fires | Vehicle Fires and Crashes | |
| L-3263 | Structure Fires / Chimney Fires / High-level Rescue | Engine | |
| T-3264 | Grass Fires / Primary Crash Warning | Incident Command / Support Command | |
| E-3265 | Engine Response Station II Area | Cover Station I / Move Up - Stage | |
| B-3266 | Wildland Fires | Aircraft Crash Response | |
| B-3267 | Wildland Fires | Aircraft Crash Response | |
| T-3268 | Rural Water Supply | Crash Defend | |
| T-3269 | Rural Water Supply | Crash Defend | |
| R-3270 | Light Rescue | Incident Command / Support Command | |
| E-3271 | Commercial Fires / HAZMAT Response Engine | Structure Fires / Mutual Aid / MABAS Response | |
| E-3272 | Incident Command | Primary Crash Warning | |
| R-3273 | Heavy Rescue | Fireground CP / Fireground Rehab | |

APPENDIX 'C'

| FIRE EQUIPMENT / TYPE & YEAR - SUGGESTED REPLACEMENT LIST | | | | | | 10 YEAR PLAN | | | | | | | | | | 1/1/2015 |
|---|------|------------|-----------|-------------|----------------|--------------|------|------|------|------|------|------|------|------|------|----------------------|
| | YEAR | In Service | VALUE | REPLACEMENT | AGE AS OF 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | |
| SCBA COMPRESSOR | 1996 | | | | | | | | | | | | | | | |
| SCBA FILL STATION | 2011 | | | | | | | | | | | | | | | |
| HOSE DRYER | 1930 | | | | | | | | | | | | | | | |
| GEAR WASHER | 2012 | | | | | | | | | | | | | | | |
| BAY HEATERS (3) | 1980 | | | | | | | | | | | | | | | |
| BAY CEILING FANS (4) | | | | | | | | | | | | | | | | |
| E-RAM | | | | | | X | | | | | | | | | | |
| E-CUTTERS | 2015 | 2015 | | | | | | | | | | | | | | |
| E-SPREADERS | 2014 | 2014 | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| 3261 ENGINE | 2003 | 2005 | \$210,152 | | 12 | | | | | | | | | x | | 20 years |
| 3262 ENGINE | 1992 | 1993 | \$203,230 | \$400,000 | 23 | | X | | | | | | | | | 25 years |
| 3263 LADDER | 2005 | 2014 | \$535,000 | | 10 | | | | | | | | | | | |
| 3264 UTILITY | 2001 | 2002 | \$18,000 | \$0 | 14 | X | | | | | | | | | | 3272 replaces |
| 3265 ENGINE | 1997 | 2000 | \$175,000 | \$0 | 18 | X | | | | | | | | | | Deleted |
| 3266 BRUSH | 2009 | 2009 | \$22,282 | | 6 | | | | | | | | | | | |
| 3267 BRUSH | 1999 | 2002 | \$16,026 | | 16 | | | | X | | | | | | | 20 years |
| 3268 TENDER | 2007 | 2007 | \$154,513 | | 8 | | | | | | | | | | | |
| 3269 TENDER | 2002 | 2002 | \$61,992 | | 13 | | | | | | | x | | | | 20 years |
| 3270 LT RESCUE | 1996 | 2011 | \$25,000 | \$120,000 | 19 | | | X | | | | | | | | 22 years |
| 3271 ENGINE | 1996 | 1997 | \$239,148 | | 19 | | | | X | | | | | | | 23 years |
| 3272 CHIEF | 2008 | 2008 | \$17,365 | \$30,000 | 7 | X | | | | | | | | | | 8 years / repl. 3264 |
| 3273 HVY RESCUE | 1994 | 2011 | \$275,000 | \$400,000 | 21 | X | | | | | | | | | | 22 years & 3265 |

APPENDIX 'D'

NFPA RECOMMENDATIONS*

APPARATUS INSPECTION

- Fully enclosed cabs
- Seats and seat belts for all crew members; undamaged
- Fail-safe door handles so sleeves of a coat do not inadvertently catch a handle
- Signs requiring everyone to be seated and belted
- Increased battery capacity
- Adequate warning/Intersection lights
- Removal of all roof-mounted sirens/air horns
- Flashing cab light to warn if cab or body door is open
- Backup alarm
- Automatic transmission
- Auxiliary braking systems
- 4-sided reflective striping
- 3" or larger pump intake valves be "slow close"
- Caps on discharge outlets be tested to 500 psi.
- Intake relief valve
- 30-degree sweep elbows on discharges to eliminate kinking
- All 3" or larger discharges be eliminated from the pump panel to reduce possibility of injuries to the pump operator
- Interlock system for electronic or electric engine throttle to prevent engine speed advancement.
- Limit height of controls to 72" above standing position of operator
- Equipment in driving and crew areas be secured/fastened
- Increased work lighting around apparatus
- Load analysis and management if total connection load could not be supplied by vehicles alternator
- Increased step surface size, slip resistance, load-carrying capabilities
- Handrails – slip resistant
- 2-hour, maximum-load electrical test for line voltage systems.
- Air bottle fill station design to totally contain a rupturing cylinder
- Increased head height at seating position
- Bright red seat belts
- Reflective material inside each cab door

- Automatic door-open lights
- Secure mounting of SCBA's in seat backs,
- Label reminding operators of height, length and weight of apparatus

MAINTAINENCE RECORDS

- Minimum performance and testing of foam systems
- Oil changes
- Reports of fluid leaks
- Repairs
- Pump Testing
- Ladder Test (aerial ladder)

OUT-OF-SERVICE CRITERIA (not all-inclusive)

- Windshield cracked or broken; obstruction
- Broken wipers
- Broken door latches
- Seat belt damage; diver/rider
- Broken foot throttle
- Defrosters not working
- Body/cab mounting issues
- Steering wheel
- Broken required dash instrumentation
- Tires support gross axle rating
- Vehicle actual weight exceeds vehicle rating label
- Tire damage
- Suspension components loose, broken
- Weld cracks
- Transmission problems
- Axle damage/leakage
- DOT required lighting broken; inoperable horn
- Air brake leakage (>2 psi./one minute)
- Brakes in need of servicing (pads/hydraulics)
- PTO will not engage

* For complete list and sample check sheets, reference NFPA 1911, 2012 Edition, Annexes 'C', 'D' and 'E'.

APPENDIX 'E': NFRD FLEET DESCRIPTION (last updated, March 2015)



Engine 3261 Triple Combination Pumper

2001 Sterling / Custom Fire

1,250 gmp. Waterous Pump

1,000 gallon water tank

Current Miles: 39,318 Current Hours: n/a

Purchase Date: 2005 Status: Used Vehicle

5 SCBA Units & Spare Bottles. Primary; Vehicle fires and crashes. Secondary; Structure Fires



Engine 3262 Triple Combination Pumper

1992 Spartan / General

1,250 gpm. Waterous Pump

1,000 gallon water tank

Current Miles: 20,881 Current Hours: 2,504 (Referb date: 1/2007)

Purchase Date: 1993 Status: New Vehicle

5 SCBA Units & Spare Bottles. Primary; Structure Fires. Secondary; Vehicle fires and crashes



Ladder Tower 3263 95' Platform

2010 E-One Cyclone

2,000 gpm Hale Pump

200 gallon water tank

Current Miles: 37,503

Current Hours: 4,846

Purchase Date: 2014

Status: Used Vehicle

4 SCBA Units & Spare Bottles. Primary; Structure Fires. Secondary; Rescue

P



Truck 3264, 2001 Jeep, 4- Wildland water packs, Primary; Grass fires Secondary; IC, Crash protection

Current Miles: 72,175 Current Hours: n/a

Purchase Date: 2002

Status: Used Vehicle



Engine 3265 Triple Combination Pumper

1997 Freightliner / Custom Fire

1,250 gmp. Waterous Pump

1,000 gallon water tank

Current Miles: 43,803 Current Hours: n/a

Purchase Date: 2000 Status: Used Vehicle

Primary; Primary Engine Station II. Secondary; Backup / fill-in for Station I



Brush 3266

2010 Ford F-350

250 gpm Pump, 360 gallon water tank

5 gallons AFF, 5 gallons Class A

Current Miles: 2,928 Current Hours: n/a

Purchase Date: 2010 Status: New Vehicle

Primary; Grass fires. Secondary; Aircraft crashes



Brush 3267

1999 Ford F-250

250 gpm Pump, 360 gallon water tank

5 gallons AFF, 5 gallons Class A

Current Miles: 68,065 Current Hours: n/a

Purchase Date: 2002 Status: Used Vehicle

Primary; Grass fires. Secondary; Aircraft crashes



Tender 3268

2006 Sterling / Stainless Steel Mfg

250 gmp Pump

3,200 gallons water tank, 2,000 drop tank

Current Miles: 7,374 Current Hours: n/a

Purchase Date: 2007 Status: New Vehicle

Primary; Water supply, Secondary; Traffic protection



Tender 3269

2001 Sterling / Stainless Steel Mfg

250 gmp Pump

3,200 gallons water tank, 2,000 drop tank

Current Miles: 11,759 Current Hours: n/a

Purchase Date: 2002 Status: New Vehicle, Used Tank

Primary; Water Supply, Secondary; Traffic protection



Rescue 3270

1996 Chevrolet C-3500

Light Rescue

Current Miles: 15,160 Current Hours: n/a

Purchase Date: 2011 Status: Used Vehicle / Acquired 2010

Primary; Water, High angle, Low angle, Trench / Collapse, Winter Rescue. Secondary; IC



Engine 3271

1997 Spartan / General Triple Combination Pumper

1,750 gpm Waterous Pump

500 gallon water tank

Current Miles: 6,296 Current Hours: n/a

Purchase Date: 1997 Status: New Vehicle

Primary; Commercial Fires, Secondary; Structure Fires / Mutual Aid & MABAS / HAZMAT Engine



Command 3272 / 2008 Dodge Durango

Current Miles: 50,924 Current Hours: n/a

Purchase Date: 2008 Status: Used Vehicle

Primary; Incident Command Secondary; Traffic



Heavy Rescue 3273

1994 IH Navstar

Current Miles: 16,737

Current Hours: n/a

Purchase Date: 2011

Status: Used Vehicle

Primary; Heavy Rescue. Secondary; Rehab Vehicle

**Family Fresh
Pass the Boot**

SIGN-UP SCHEDULE

DATE SELECTED: June 27, 2015

| Time: | Signature: |
|--------------|-------------------|
| 9:00 AM | Dick Hesselink |
| 9:00 AM | Joe Schachtner |
| 10:00 AM | Fred Horne |
| 10:00 AM | Dan Scheeringa |
| 11:00 AM | Fred Horne |
| 11:00 AM | Mike Darrow |
| 12:00 PM | |
| 12:00 PM | |
| 1:00 PM | John VanDyk |
| 1:00 PM | David Naser |
| 2:00 PM | |
| 2:00 PM | |

MUTUAL AID AGREEMENT
INCLUSIVE OF: THE FIRE DEPARTMENTS OF WASHINGTON COUNTY, MINNESOTA
(will list each dept)
AND THE FIRE DEPARTMENTS OF ST. CROIX COUNTY, WISCONSIN
will list each dept)

This Agreement is made pursuant to Minnesota Statutes §471.59 and Minnesota Statutes §438.08 and Wisconsin Statutes §66.0303, Subd. (2) and (3)(b) which authorize the joint and cooperative exercise of powers common to contracting parties. The intent of this agreement is to make equipment, personnel and other resources available to political subdivisions from other political subdivisions during an emergency situation or for designated training activities.

Section 1. Definitions.

- a. "Party" means a political subdivision.
- b. "Requesting Official" means the person designated by a Party who is responsible for requesting Assistance from other Parties.
- c. "Requesting Party" means a party that requests assistance from other parties.
- d. "Responding Official" means the person designated by a party who is responsible to determine whether and to what extent that party should provide assistance to a Requesting Party.
- e. "Responding Party" means a party that provides assistance to a Requesting Party.
- f. "Assistance" means Fire and/or emergency medical services personnel and equipment, and any associated and related training necessary to further the purpose of this Agreement.

Section 2. Request for assistance.

Whenever, in the opinion of a Requesting Official, there is a need for assistance from other parties, the Requesting Official may call upon the Responding Official of any other party to furnish assistance.

Section 3. Response to request.

Upon the request for assistance from a Requesting Party, the Responding Official may authorize and direct his/her party's personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the responding party and the availability of resources.

Section 4. Recall of Assistance.

The Responding Official may at any time recall such assistance when in his or her best judgment or by an order from the governing body of the Responding Party, it is considered to be in the best interests of the Responding Party to do so.

Section 5. Command of Scene.

The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws assistance.

Section 6. Workers' compensation.

Each party shall be responsible for injuries or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this agreement. Each party waives the right to sue any other party for any workers' compensation benefits paid to its own employee or volunteer or their dependants, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Section 7. Damage to equipment.

Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

Section 8. Liability.

- a. For the purposes of Tort Liability, the employees and officers of the Responding Party are deemed to be employees of the Requesting Party.
- b. The Requesting Party agrees to defend and indemnify the Responding Party against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of assistance in responding to a request for assistance by the Requesting Party pursuant to this agreement.
- c. Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in its Home State applicable to any one party. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability for any party.
- d. The intent of this subdivision is to impose on each Requesting Party a limited duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under the laws of its Home State. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.
- e. No party to this agreement nor any officer of any Party shall be liable to any other Party or to any other person for failure of any party to furnish assistance to any other party, or for recalling assistance, both as described in this agreement.
- f. For the purposes of training, and other than Workers' compensation claims as described in Section 6, the laws of the State where the training takes place will control disputes based upon claims of one party against the other.

Section 9. Charges to the Requesting Party.

- a. No charges will be levied by a Responding Party to this agreement for assistance rendered to a Requesting Party under the terms of this agreement unless that assistance continues for a period of more than 12 hours. If assistance provided under this agreement continues for more than 12 hours, the Responding Party may submit to the Requesting Party an itemized bill for the actual cost of any assistance provided after the initial 12 hour period, including salaries, overtime, materials and supplies and other necessary expenses; and the Requesting Party will reimburse the party providing the assistance for that amount.
- b. Such charges are not contingent upon the availability of federal or state government funds.

Section 10. Duration.

This agreement will be in force from the date of execution and shall continue until terminated. Any party may withdraw from this agreement upon thirty (30) days written notice to the other party or parties to the agreement.

Section 11. Amendments.

Any amendments to this agreement shall be in writing and signed by all parties.

Section 12. Agreement.

This agreement contains the entire agreement of the Fire Departments of Washington County Minnesota and the Fire Departments of St. Croix County Wisconsin. Any prior correspondence, memoranda or agreements are replaced in total by this agreement.

Section 13. Execution.

Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the date indicated. Each party to this agreement shall maintain a copy of an executed copy of this agreement.

IN WITNESS WHEREOF, the undersigned, on behalf of their political subdivision or their fire department corporation has executed this agreement pursuant to authorization by its governing body

City of

Mayor

Date

City Clerk

Date

Fire Department

Fire Chief

Date

STATE OF WISCONSIN

Its
