

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

FIRE ADVISORY BOARD MEETING
 Un-Official Meeting Minutes of
August 15, 2018

CALL TO ORDER:

The meeting was called to order at 7:30 PM.

ROLL CALL:

PRESENT		ABSENT	
X	Jim Jackson New Richmond - City Council (District 3)		Dan Scheeringa Village of Star Prairie - Board Member
X	Ron Volkert New Richmond - City Council (District 5)		
X	Jim Zajkowski New Richmond - City Council (District 6)		
X	Jim Vander Wyst New Richmond Fire & Rescue - Chief		
X	Robin Haffner New Richmond Fire & Rescue		
X	Roger Lindloff New Richmond Fire & Rescue		
X	Doug Frandsen New Richmond Fire & Rescue		
X	Keith Karpenski Town of Alden - Chairman		
X	John VanDyk Town of Erin Prairie - Chairman		
X	David Naser Town of Richmond - Supervisor		
X	Dave Stephens Town of Richmond - Supervisor		
X	Dick Hesselink Town of Stanton - Chairman		
X	Tom Heintz Town of Star Prairie - Chairman		

PREVIOUS MEETING MINUTES:

- March 21, 2018 Meeting Notes

MOTION:

A motion was made by Dave Naser and seconded by Tom Heinz to approve the March 21, 2018 Meeting Minutes as written. The motion carried.

OLD BUSINESS:

- None.

NEW BUSINESS:

1. 2018 Revised Meeting Dates - 7:00 PM Start Time
 - Wednesday, October 17, 2018
2. Save the Date/Fire Prevention Week Open House
 - October 8 is the Open House for Fire Prevention. Firefighters will be in the schools all day long, and evening tours with the kids will be from 6:00 – 8:00 pm. Last year the last kid on the truck was 8:15 pm.

3. Fire/Rescue Personnel Update (Jim VanderWyst)

- After this Spring's recruitment, there were three people on the reserve list. That reserve list is now depleted. One firefighter moved to Milwaukee and the first on the reserve list was hired. One reserve decided he wasn't interested any longer, and one reserve was awarded custody of his children and has more important obligations. No more on the reserve list; now at full staff. Not looking for more reserves right now because we started a Firefighter I class. It is easier to run 3-5 people through a class rather than one at a time, so they get to know each other and study together. Usually we have been hiring every 2 years, however if there is an opening and the recruit has Firefighter I class, it would make sense to hire that person.

4. Cedar Lake Speedway Update (Robin Haffner)

- Started using the UTV at Cedar Lake Speedway about two months ago. It seems to be going well. Both sides are happy with the process. There were some issues with the radios and headphones, but that is straightened out. Under budget for what was allotted for both vehicle and manpower. Only pay two people, but have had 3-4 people go out to make sure we are all doing it the same. If things work out, should have a little more in the coffer at the end of the year. Paid \$250 each night. If they call 1-2 hours before the race and cancel, still get paid \$100 or \$50. If the event is cancelled after arriving, paid \$50-\$75 an hour up to \$250. Already started negotiating for this next year. Getting paid \$250 each night isn't putting a lot in the coffer. If every race runs, there should be about \$3,200 extra. Would like to get closer to \$300 a night, so if things need to be fixed or need uniforms, we have a little extra. The contract is designed not to have the Speedway as part of the operating budget. The UTV is also available for wildland rescues and fires. Races are mostly Saturday nights, but some Friday and Saturday nights. If there is a big fire, the crew is to call it in right away and have the whole department respond. There was a complaint about fire lanes, but it was cleared up quickly.

5. DNR Grant (Jim VanderWyst)

- Applied for the 2019 DNR 50/50 Grant, just like last year. Asked for mostly personal protection gear to make sure we have enough for our new firefighters. Can adjust the items asked for and substitute others at the end. The grant is pending would most likely receive it. In the beginning, FEMA grants were easier to obtain for a while, but has become very difficult.

6. Town of Alden (Keith Karpenski)

- Moving forward with Alden Fire station. No one bid on it initially, and have extended the bidding period to May 15, 2019. Have received bids that are acceptable. Propose quarterly payments to NRF&R. Pay the first quarter next year and see where we are. Hope to be up and running before April 1. Possibly pay the 2nd quarter, or a portion of it. Should be pretty easy for dispatch to switch over from NRF&R to Allied. There are more and more people in the area, accidents, structures and problems in general. A bigger tax base for everyone. Adding some equipment and manpower will be a good thing for everyone.
- (Jim VanderWyst) Firefighters work for the public, and we don't want to drop the ball. Want to arrange a meeting with Alden and the new Fire Chief to iron out potential problems. Think it is necessary before the switch over. Mutual Aid could be a problem as there are no agreements. Part of Polk County is going to MABAS. Allied is involved in MABAS already. There is nothing official yet, but Amery, Osceola, St. Croix Falls are on board for MABAS. More may get involved. Allied voted on that earlier this year. It will probably take a year or more. It takes a lot of work to get it up and running. There will be mutual aid in the meantime. MABAS is more than mutual aid, it is for the big events. An agreement for mutual aid has to be finalized. There are enough departments in Polk County and should be MABAS eventually however that may not happen until late 2019. No negative comments so far. Craig Thomas is going to be the new Fire Chief. It will be a learning curve for everyone, and we need to stay ahead of the game.

7. 2019 Preliminary Budget Process

- In 2016, started a 5-year planning process. Hired a consultant and they came up with a plan for refurbishment/replacement of all of the trucks. In 2019, a brush truck, as well as the engine in Star Prairie, is scheduled for replacement. Will be using the original bed and replace the truck. Truck 3271 is a good truck and since there is nothing wrong with it, would like to replace our SCBAs instead. Will discuss later.

- The Chief explained the budget accounts and pointed out that the operating part of the budget is approximately 2% up. New capital is \$234,200. .
- Salaries have not been talked about yet; however, applied 3% as a place holder.
- Social Security is obviously based on pay to the firefighters, so added 3% as a line holder. That will change.
- Retirement Funds: There are four firefighters in the retirement plan. The chief's and secretary's salaries and janitorial services are all in there. The first awards program was started when the State of Wisconsin initially opened the program. It ended and the second awards program was created. That is why there are two programs. There were two retirees at age 65 last year, so the amount going into the initial plan is dropping. The second plan is higher because five firefighters were added. Discussed inviting the board to the awards program.
- Disability Insurance, Flex Plan Account and Training and Education. There are no big changes here except yearly health checks, which is based on five new firefighters. An overall increase of 4.3%.
- Utilities and Telephone: Last year I think will be a little tight, so a 3% increase was added.
- Office Supplies: Added 2.1% for general rising costs.
- Supplies and Equipment: Added 4% to this category. The biggest expenses are fire hoses. Used to pay \$125 a roll and now it is about \$200 a roll. Using Class A Foam more because of the way fires are burning. Instead of a fire growing and taking 10-15 minutes to get to 1500 degrees, fires are at 1500 degrees in three minutes. The only way to combat that is to use foam, which helps quite a bit.
- SCBA Tests, Breathing Air Fit Tests: Based on five new firefighters. Budgeted for five SCBA cylinders, but when we discuss the SCBA plan, we may be able to drop this from the budget.
- Radio Repair And Service: Simple antennas and radios repairs. Nothing big.
- Building Repair and Maintenance: Replacing a couple of doors on the building and some other small issues. We put a little extra in there for general repair.
- Miscellaneous: This is the catch all account. That increased just under 3%.
- Fire Prevention Materials: There seems to be more and more kids in the community, so add more for coloring books and such for the Fire Prevention program.
- Fire Prevention Salaries are holding the same, up just slightly.
- Fire Vehicle Maintenance: This year, the testing ground ladders were a little more expensive. Parts and things like motor oil are going up.
- Vehicle Repair Salaries: Not much different.
- Unit Training and Maintenance: Holding our own, it doesn't fluctuate much.
- Rescue Supplies and Equipment: With our new trailer in service and cave-in supplies and such, doing pretty good. Now need to concentrate on replacing our ropes. We have ropes, but once they are used, have to take them off the truck and move them to training ropes. Budgeted for new ropes and miscellaneous.
- Building Improvements: On one bay, after 38 years and trucks running over the entry steel pipe, it is getting broken up. Budgeted \$3,200 to replace this area on one door. Already applied "miracle cement" and will see if it holds during the winter months. If that holds, may not have to do a replacement.
- Capital Projects: Up 2%.
- New Capital:
 - Portable Radios: Still have to keep replacing the old ones. The new radios are three times more expensive and it is hard to do all at once. Will replace 8-10 a year and eventually have them all replaced.
 - Large Diameter Hose: Now there are two on each engine and ladder. Should have at least one more on each. Will begin to add new hoses. At the same time, we have to rotate out old equipment.
 - SCBA Project: Replace all SCBAs, all the bottles, the compressor, the D-tank, and modify the fill site. It will cost \$206,000. If split between 2019 and 2020, it will be easier to budget for.
 - Self-Contained Breathing Apparatus: Purchased 15 years ago. Fiber-spun bottles can only be certified for 15 years and then they need to be thrown away, whether they are scratched or not. Throwing away 44 bottles, next July. Have purchased a few here and there over the years, so will hold our own until the end of 2019 or the first part of 2020.

Right now there are 22 units, but since purchasing the new pumper and rescue squad, added 3 more. There are 25 total, 50 cylinders and 40 masks. These are 2216s – which last approximately 15-18 minutes of work time. A bell goes off at 500 psi telling the firefighter there is limited time to get out of the building. Under the new NFPA guidelines, the bell goes off when it is at 30%. Take away 30% of a 2216, and it would only work for eight minutes or so. That's why an upgrade is needed. Upgrading to a 4400 psi bottle will allow us to get back to a 18-20 minute work time. The new packs will operate for 15-23 minutes – some to 30 minutes. Trying to make it safer for firefighters. Need to purchase 25. The air compressor needs to be replaced and a new cascade system, plus another additional 25 bottles. So there are 50 bottles. About \$7,000 for one pack and a bottle, depending on the vendor. The basic model is being requested. The cylinder has a 15-year life span from the date of manufacture, and they cannot be recertified. The bottles are tested and recertified every 5 years. The air compressor has been in service since 1986, and to put an extra load on it from 4,000 up to 6,000, it isn't going to hold up. In the fill station, simply replacing the tubes and pipes so it can handle the extra pressure. These packs have been in service for almost 15 years. The first few years there wasn't any maintenance issues. Now sending them in for service to Industrial Safety monthly, sometimes weekly.

- Question: If cost is split between 2019 and 2020, what else is in the budget for 2020? Refurbishing 3271 instead of replacing it is a sensible plan. Could save nearly \$500,000. This is the truck in Star Prairie and although it is 23 years old, it is still a great truck. There are still break lines, hoses, and belts that need to be looked at. The pump is the biggest thing, along with the engine and the transmission. If you take care of those things, it should be good and not have to re-furbish until 2021. Looking at the list of trucks, there is nothing for 2020. Truck 3267 is on the list for 2019. Our lineup is looking pretty good. This budget is pretty fiscally sound. If some of this can be put off and not impact the tax payers as much, that's the best way to do this. It is easier for both the townships and the city, but in the end it comes down to safety. There is nothing big coming in 2020. Discussed possibility of loans, if needed as an option (Mark Pendergast) through St. Croix Electric.
 - Truck 3271: Refurbish has been put off until 2021.
 - The biggest thing in the budget is that health insurance and wages and are still unknowns.
 - It was agreed to spread the cost of SCBAs over a two-year period.
- Drop Tank Liner: \$1,500
- Replace or Repair Brush Truck 3267: \$60,000. The Chief explained that the truck would have to comply with NFPA guidelines / codes. Changes and estimates was discussed with Foreman Fire, the truck builder.
- The truck we have is a 1999. If we put money into it, we would still have a 1999 vehicle. Should be able to pick up a new one for \$30,000-35,000. Definitely \$60,000 maximum. It will be a two ton truck. Looking at a 2-door truck; don't need a 4-door. Would be paid in 2019 and only take about two months to put together. Typically the builder wants half down and then the other half when it is complete.
- NFPA code says a person has to be seat belted or harnessed in and have a protective cage, we don't have that. Although doing it this way for years, it isn't the safest way. This is a good compromise. The only other way is to use a rubber hose and walk by the side. Then you get the hose caught up in the brush and it can be hazardous walking on unlevelled ground and twisting ankles, etc. There have been a maximum of 35 brush fires a year, and that was when the train went through. Try to save as much as possible before the fire gets to a house. If you are walking it is slower and you can get behind on fighting the fire.

Motion to approve the operating budget (not the capital). This is all preliminary, as the City needs to go through this preliminary budget. Motion made by Tom Heintz to accept and seconded by Jim Zajkowski. No other discussion. Motion passed.

Will approve the final budget at the October meeting. The numbers shouldn't change.

Motion made to accept the proposed capital preliminary budget by Jim Zajkowski and seconded by Tom Heintz. Clarification of the numbers, no other discussion. Motion passed.

Townships will have a more accurate breakdown at the October 17, 2018 meeting.

No further discussion

ADJOURNMENT:

- Adjourn

MOTION:

A motion was made by Dave Naser and seconded by Tom Heinz to adjourn the meeting. The motion carried and the meeting adjourned at 8:47 PM.

HANDOUTS PROVIDED AT THIS MEETING:

- 2019 Preliminary Budget

END OF FIRE ADVISORY BOARD MEETING