

**THE MINUTES OF A REGULAR MEETING OF THE PRINCETON FIRE ADVISORY  
BOARD HELD AT 7:00 P.M., ON TUESDAY, JANUARY 5, 2016, AT THE  
PRINCETON PUBLIC SAFETY BUILDING**

\*\*\*\*\*

**1. Call to Order** – Chair Whitcomb called the meeting to order at 7:00 PM in the training room of the Princeton Public Safety building. Those in attendance included:

**Members present:**

Paul Whitcomb, Chair	City of Princeton
Gene Stoeckel	Princeton Twsp
Arvid Jenkins	Spencer Brook Twsp.
Steve Dolin	Greenbush Twsp
Cathy Lundeen	Wyanett Twsp

**Members absent:**

.Roger Nelson	Blue Hill Twsp
---------------	----------------

**Staff Present:**

Jim Roxbury	Chief, P.F.R.D
Ron Lawrence	Asst. Chief, P.F.R D.
Troy Thompson	Capt. II, P.F.R.D.
Mark Karnowski	City Administrator

**--- Special Order Of Business – Annual Elections ---**

The Chair, Whitcomb advised that the first order of business was consideration for the position of Fire Advisory Board Chair, Vice Chair and Secretary for 2016.

STOECKEL MOVED TO RE-ELECT THE CURRENT SLATE, THAT MOTION WAS SECONDED BY JENKINS. THE MOTION CARRIED UNANIMOUSLY.

**2. Review/Consideration of December 1, 2015 Minutes**

It was noted that the minutes incorrectly identified the January meeting date as January 4 rather than the correct date (January 5).

JENKINS MOVED TO APPROVE THE MINUTES OF DECEMBER 1, 2015 WITH THE CORRECTION NOTED. STOECKEL SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

**3. Agenda Additions/Deletions – None**

**4. Reports:**

**A. Run Reports**

Roxbury handed out both the individual entity reports for December of 2015 plus a composite report for all of 2015 noting that, with 287 calls, 2015 was the second busiest year the PFRD has ever had even though the department no longer covers Baldwin Township of Santiago Township. He also noted that the Department now does medicals...which hasn't always been the case. He called attention to having to work two house fires in December. One in Princeton Township and the other in Blue Hill. They also did a body recovery about a half-mile off the road in the Sherburne Refuge.

**B. Department Update**

Roxbury called attention to a memo in the agenda packet noting that the Department's annual meeting was held after last month's FAB meeting and Josh Vaccari was re-elected as a captain and Jerry Rud was elected to his first term as a captain. (Rud later came into the FAB meeting and introduced himself to the members – his full time job is with the city of Blaine plus Rud is the chair of the PFRD's Truck Committee). It was also noted that Bob Gerold received a 20 year service pin, Troy Thompson and Joe Gerold both received 10 year service pins and Adam Cook, Bryan Haubenschild and George Wallace all received 5-year service pins.

Roxbury advised that PFRD members were doing search and rescue training that night at a house that will be burned as a training exercise on January 16. The Board members were invited to attend that practice session.

Roxbury advised that the PFRD got a \$38,000 shared services grant along with the other departments in our group (Baldwin, Foreston, Milaca and Isanti).

The PFRD also got a grant for a turn-out gear dryer. That means we'll have to find the funding for a washer...but Roxbury advised that he thinks he may be able to locate funding for that. He was thinking of turning that grant down and going for the washer and dryer in the Fire Act Grant, but didn't want to risk losing the \$10,000± funding.

As noted last month, he and the police department are also working on getting a naloxone (drug overdose medicine) grant so both the PFRD and PD would have the medicine readily available to treat overdose patients.

Roxbury advised that the city signed the contract to accept a \$5,000 annual payment from the state to store the relocation trailer. That funding will no longer come out of our annual relocation stipend.

The department is switching over its run record keeping statistics from a program we've been buying for several years to the program provided by the state for free.

**5. Old Business –** (covered under department report above).

#### **6. New Business**

Roxbury advised that they're still working on what approach to take for the Fire Act Grant. Right now they're leaning toward standardizing and replacing all the hose nozzles and acquiring some updated thermal imaging equipment.

Roxbury requested that the membership again authorize transferring the money we received for fire calls to the truck and equipment fund. The PFRD received about \$4,800 in fire billing in 2015.

LUNDEEN MOVED TO AUTHORIZE THE TRANSFER OF FUNDS COLLECTED BY BILLING FOR FIRES IN 2015 TO THE PFRD'S TRUCK AND EQUIPMENT FUND. STOECKEL SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

Roxbury advised that the Truck Committee has pretty much finished their work but he's prone to waiting for the results of the Shared Services Study to see if the proposed recommendations of the Truck Committee would need to be revised. That said, the FAB was advised that the specs for the new grass rig were pretty much done.

Stoeckel asked about the amount the PFRD bills for structure fires. Roxbury advised that we bill a flat \$500 because earlier research showed that was the amount that most home owners' insurance policies will pay. For larger fires, Roxbury indicated the amount billed may be more – especially for commercial properties. Stoeckel advised that the reason he asked was that he just re-insured his property and the insurance agent advised that the amount that insurance would cover would be \$1,500.

Lundeen advised that the Joint Fire Board will be meeting on the 3<sup>rd</sup> Thursday in February (the 18<sup>th</sup>)

#### **7. Next Meeting(s) & Agenda**

The Board was advised that the next FAB meeting will be Tuesday, February 2<sup>nd</sup>. On that night's agenda will be discussion regarding the Board's annual meeting night (March 1<sup>st</sup>) as well as the annual township meeting night (Tuesday March 8<sup>th</sup>).

#### **8. Adjourn**

There being no further business:

Fire Advisory Board Minutes  
January 5,, 2016  
Page 3 of 2

DOLIN MOVED TO ADJOURN. JENKINS SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY AT 7:37 P.M.

Respectfully Submitted,

Mark Karnowski,  
City Administrator