

**THE MINUTES OF THE ANNUAL MEETING OF THE PRINCETON FIRE ADVISORY BOARD HELD AT 7:00 P.M., ON MONDAY, FEBRUARY 29, 2016, AT THE PRINCETON PUBLIC SAFETY BUILDING**

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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 introduced themselves to the rest of the attendees who 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        |

**Visitors:**

|                     |              |
|---------------------|--------------|
| Dennis Haubenschild | Wyanett Twsp |
| Kenny Murray        | Wyanett Twsp |
| Tom Lundeen         |              |

**Members absent:**

|              |                |
|--------------|----------------|
| Roger Nelson | Blue Hill Twsp |
|--------------|----------------|

**Staff Present:**

|                |                     |
|----------------|---------------------|
| Jim Roxbury    | Chief, PFRD         |
| Ron Lawrence   | Asst. Chief, PFRD   |
| Tim Jensen     | Capt. I PFRD        |
| Troy Thompson  | Capt. II, PFRD      |
| Jerry Rud      | Capt. IV PFRD       |
| Adam Cook      | Pres. Relief Assoc. |
| Mark Karnowski | City Administrator  |

2. **Review/Consideration of January 5, 2016 Minutes**

STOECKEL MOVED TO APPROVE THE MINUTES OF JANUARY 5, 2016 WITH THE CORRECTION OF A TYPO ON PAGE 1. JENKINS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

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

4. **Reports:**

**A. Run Reports**

Roxbury handed out both the 2015 annual PFRD report but noted that, in February the department responded to 21 calls including five (5) structure fires.

**B. Department Update**

He note that 2015 was a busy year for Princeton Fire and Rescue with the second highest call volume ever at 287. Our busiest year was 2002 when we responded to 313 calls. At that time the PFRD covered all of Baldwin Township and 25 % of Santiago Township.

The largest number of calls as in past year was responding to calls for Rescue and/or Medicals with a total of 143 calls followed by actual fire calls at 48 calls.

Our dollar loss from fires was high this year was \$904,100.

The 34 members of the PFRD are proud of the fact that we average 15 members responding to all calls 24 hours a day 7 days a week. Our average response time was just over 8 minutes but that number is skewed because of mutual aid calls in Becker, Elk River and other distant locations.

Roxbury noted that the PFRD added a new grass rig this year. We also now use the state's record keeping software (free).

Roxbury noted that the Public Safety Day event in 2016 will be held August 20<sup>th</sup>. He's working on getting free smoke detectors that will be installed by firefighters in homes located in our service area. The National night out will be August 2<sup>nd</sup>.

We added three new members to the department and had one critical retirement: Brad Hodgson, with 27 years of service to the department.

We received grants from the State Training Board for training, MN DNR for wild fire turn out gear, State Fire Marshal's office for a washer and dryer system (\$10,000+) for our turn out gear and the Central MN EMS for training. We also received a \$38,000 "Shared Services Study Grant" we're still working on that should let us know how the PFRD and the other departments

in the area (Baldwin, Foreston, Milaca and Isanti) can provide better services at a lower cost to the citizens that we protect. The department will be applying for a Fire Act Grant to purchase thermal imaging equipment and/or standardize the PFRD's nozzles. We're also working with the Police Department for a Naloxone Grant to deal with drug overdose victims.

Roxbury said we continued our contract to provide support for the Monticello Power Plant REP program. The new wrinkle is that the State is now paying us \$5,000 per year to house the REP trailer. Those funds used to come out of our stipend (which was not reduced).

Roxbury noted that some of the other projects that we participated in this year included Fire Prevention in the schools, safety programs with the senior apartments and bus service, Public safety day, National Night Out, Kinship Ice Splash, Business Expo, Joint active Shooter Training, Fire Extinguisher training, and many group tours of the Public Safety Building.

### **C. Fire Relief Association**

Relief Association Chair, Adam Cook, went through a paper PowerPoint presentation explaining what a relief association does and how it functions.

He noted that with the FAB recommendation and Council authorization the retirement benefit level was increased from the \$2,875 per year of service level set in 2001 to \$3,000 per year of service. There was one payout in 2015, that in the amount of \$81,250 to 27 year veteran Brad Hodgson.

Cook noted that the Relief Association's most recent purchase was fire extinguisher training equipment that will likely be used to train employees in various businesses in the city.

### **5. Old Business**

Roxbury noted that someone from the PFRD will be at each township's annual meeting on March 8<sup>th</sup> and that the department appreciates the opportunity to attend and address any concerns the board members might have.

### **6. New Business - None**

### **7. Next Meeting & Agenda**

The Board was advised that the next FAB meeting will be Tuesday, April 5<sup>th</sup>.

### **8. Adjourn**

There being no further business:

DOLIN MOVED TO ADJOURN. LUNDEEN SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY AT 7:57 P.M.

Respectfully Submitted,

Mark Karnowski,  
City Administrator