

**THE MINUTES OF A REGULAR MEETING OF THE PRINCETON FIRE ADVISORY  
BOARD HELD AT 7:00 P.M., OCTOBER 4, 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 P.M. in the day room of the Princeton Public Safety building.

**Members present:**

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

**Staff Present:**

Jim Roxbury                Chief, PFRD  
Ron Lawrence              Asst. Chief PFRD  
Mary Lou DeWitt          Comm. Dev. Asst.

**Staff Absent:**

Mark Karnowski          City Administrator

**Members absent:**

Roger Nelson              Blue Hill Twsp.

**2. Review/Consideration of September 6, 2016 Minutes**

Stoeckel said there are some punctuation changes that need correction and a few sentences that need to be cleaned up. Stoeckel gave DeWitt his copy of the minutes that he marked with the changes and she will correct it.

STOECKEL MOVED TO APPROVE THE SEPTEMBER 6, 2016 MINUTES WITH THE CORRECTIONS THAT HE NOTED. JENKINS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

**3. Agenda Additions/Deletions**

Lundeen asked if the joint powers meeting will still be held on October 18, 2016 at 7:00 P.M. at the Wyanett Township maintenance building.

Whitcomb said he would not be able to attend on that date.

Roxbury asked if we could move it down a week so Whitcomb could attend.

Lundeen will check with her Board.

Whitcomb and Roxbury said they would be available the following week.

Lundeen will let them know.

**4. Reports:**

**A. Run Reports**

Roxbury advised that there were a total of 30 calls for the month of September. Of those; 19 were medical, 3 were fire alarms, 3 were traffic accidents, 2 were agency assist, 1 was a structure fire to aid Baldwin Township, 1 was a car fire, 1 gas smell, and 1 lift assist.

**B. Department Update**

Roxbury said the relocation training is going on tonight in the training room. Next Wednesday, October 12, 2016 there will be an actual drill at the Princeton High School. If members would like to attend, they should be there between 6:00 – 6:30 P.M.

The PFRD was involved with a pipe line emergency drill at the refuge. It was a practice drill to see what we would do if there was a spill out there since our department covers that area. Roxbury said he had a lot of questions at the meeting including if more equipment were needed, who would pay for that? They are working on the answer to that question. Another question

was if the Fire & Rescue Department's equipment were to get contaminated, what would be the process be for cleaning or replacing the equipment?. They said if the equipment were contaminated, they have forms to fill out. Roxbury advised them he would need the equipment replacement quicker than waiting for paperwork to go through.

Roxbury said next week is fire prevention week in the schools. The department will be doing presentations at the schools and Fire Station.

The DNR wild fire crew will be using the Public Safety building training room for training their guys. Their helicopter crew has worked well with the department and Roxbury is happy to let them use the room.

The planning of the Halloween haunted house is going strong. The department purchased over \$400 worth of candy.

## **5. Old Business**

Dolin asked if they were going to review the "Feasibility Study for Shared or Cooperative Fire and Emergency Services" book that was handed out at the last meeting. We were supposed to review it more at this meeting.

Roxbury said down the road there will be a presentation on it. He still has to do a presentation for the Council. He was not that happy with the document the assigned group put together.

Dolin said recommendations on the purchasing power and shared equipment was what he'd hoped the study would bring to the PFRD.

Roxbury said that he would be happy to discuss this book with them individually if they have questions. The study recommends changing tires on the trucks every two years and Roxbury does not believe that's necessary. They also recommend a certain number of fire fighters that should go into a house for a house fire and he said that was not always possible.

## **6. New Business**

### **A. Grain Silo Rescue Equipment Grant Award**

Roxbury said that the city was recently awarded a \$3,000 grant to purchase a "Great Wall of Rescue Supreme Package and Rescue Auger" which will give the Princeton Fire & Rescue Department the equipment it needs to do grain silo and trench rescues in our area.

Roxbury said that he's aware of only one other Fire Department in the central part of Minnesota that has that type of equipment. This Ag Star grant is 100% funded, and they were able to get the supreme package because of a 10% discount that was offered if ordered by a certain date. The auger works the grain away from the person when the wall is surrounding them. The grain is removed where the person will be able to be helped out. The wall goes six feet deep. This equipment comes in a canvas carry bag so it's easy to carry and put in the truck. There is a farm out east of here that Roxbury is planning on speaking to the owner if they can have their training with the rescue equipment out there. Roxbury told the Board if they would like to see how the Great Wall of Rescue works, go to their website, and watch the video.

### **B. Sale of surplus trucks**

Roxbury informed the Board that the new grass truck is ready for service. The old watering gear from the 1987 ¾ ton 4x4 Chev pickup will be used by the Public Works Department for watering flowers, trees, and other task within the city. The truck itself as well as the 1980 American LaFrance Pumper truck will be sold at Pike's Auction if the City Council approves the proposal. The money from the sale will go into the truck and equipment fund since it was a

donation and not a loan. The surplus truck runs good and was used at Wyanett Township. Engine 5 is now out there.

Roxbury said he is working with Winter Nights Snowmobile Club on funding for new life safety ropes. The Club said they have to wait until they get the accounting done for the Grass Drags before they know what type of funds they have available to donate. They do not have trails to upkeep so they will have funding available on certain things. They have been helpful in the past and Roxbury asked them if they would be willing to replace their life safety ropes. There is no commitment yet.

The PRFD is in the process of looking at the Fire Act Grant for next year. The proposal would be a water supply theme and replacing all three of the drop tanks and some hoses. These would be upgraded through a 5% grant. The PFRD uses a talented grant writer that does a good job on these grants. If they get the grant, her pays comes out of that, and if not, the Department pays the grant writer.

### **C. 2017 budget**

Steve Jackson is just getting the figures together and should have them next week. They have copies of what was applied for on the CIP.

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

November 1, 2016 at 7:00 P.M., at the Princeton Public Safety Building.

### **8. Adjourn**

There being no further business:

DOLIN MOVED TO ADJOURN. LUNDEEN SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY AT 7:35 P.M.

Respectfully Submitted,

Mary Lou DeWitt  
Comm. Dev. Assistant