

**MINUTES OF A REGULAR MEETING OF THE PRINCETON FIRE ADVISORY BOARD HELD
AT 7:00 P.M., ON APRIL 1, 2008, AT THE PRINCETON CITY HALL**

1. Call to order –Chair Paul Whitcomb called the meeting to order at 7:00 P.M.

Members present:

Paul Whitcomb, Chair City of Princeton
Bill Andresen Blue Hill Twsp.
Stephen L. Dolin Greenbush Twsp.

Members Absent:

Cathy Lundeen Wyanett Twsp.
John Roxbury Princeton Twsp.

Staff present:

Mark Karnowski, City Administrator
Jim Roxbury, Chief P.F.R.D.

2. Review/Consideration of February 12, 2008 Minutes

DOLIN MOVED TO APPROVE THE MINUTES OF THE MARCH 4, 2008 MEETING AS PRESENTED. ANDRESEN SECONDED THE MOTION. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

3. Agenda Additions/Deletions – none

4. Reports:

A. Run Reports – Those present were advised that the Run Reports would be mailed.

B. Department Update – Chief Jim Roxbury

Roxbury advised that, yesterday there was an accident at County Line Road. Two recent recruits are taking their Fire Fighter I training this weekend. The new grass rig is just about finished. A crew from the truck committee visited the manufacturing site recently to review the progress. He's ordering 2 new laptop computers (one with GPS) for the department and another Power-Point projector. The new PPP will be permanently mounted at the station with the old one being "stored" at City Hall. The new equipment will be funded either with Relocation funds or from the approved Capital budget.

5. Old Business:

A. Public Safety Building Update

Karnowski advised that the project is not in the final version of the legislative conference committee's report and, accordingly, will not be funded this year. With the current status of LGA, etc., it is doubtful that the regional facility can be built. Karnowski noted that, at a recent Staff Meeting, the possibility of converting the old Liquor Store to a Police Department was discussed. It was also briefly discussed that, as properties in that block become available, perhaps a new fire station could be constructed. It was pointed out that – give the value of the old liquor store and the estimated cost to remodel the building and add a squad garage, the cost would be considerably less than the projected \$6 million cost of the regional center.

B. Annual Township Meeting Visits

The PFRD's annual visits to the contracting Townships were discussed. The visit to Greenbush Township was "short and sweet". The newly appointed, full-time Zimmerman Fire Chief was at the Blue Hill Township meeting. Princeton Township had no questions for the PFRD and also contributed funds to the Smoke House. Chief Roxbury was unable to make the Bogus Brook Township meeting and sent another department member in his place. They had no questions for the PFRD but were disappointed that Milaca didn't show up too. Chief Roxbury indicated that he will attempt to visit Bogus Brook and convince them to start sending someone to the FAB meetings. Karnowski advised that Lundeen called to advise that she couldn't make the FAB meeting that night but that if the group decided to change the meeting night that their Town Board met the second Tuesday of the month and that she had another commitment every Monday night. All agreed that the current meeting date appears to work for all attendees, so they

don't want to change the monthly meeting date. The meeting with Wyanett was the most interesting in that they authorized the expenditure of \$150,000 for a new heated 5-stall structure that could be used jointly as a maintenance garage and a Fire Department Sub-Station. If constructed, the structure would probably be used as part of a joint agreement between the PFRD and Dalbo's Fire Department. Chief Roxbury noted that there are still a lot of questions to be answered before that concept could move forward. If no agreement is reached, Wyanett will use the designated funds to buy down the following year's tax levy.

Dolin asked if any of the Townships commented about the 3% increase in the department budget. Chief Roxbury noted that there were no complaints.

6. New Business:

A. Billing Rate Modification

Karnowski advised that the city had recently received the first two checks from insurance companies in response to PFRD billings. Both were checks for \$500 and both were for bills in excess of that amount. Realizing the difficulty and time that would be consumed attempting to collect the balance from either the insurance companies or the property owner, Karnowski suggested that the city modify its billing practices. He recommended that FAB recommend that the City Council adopt new language to be added to the current ordinance that sets up a minimum \$500 charge provision for the billing procedure.

Chief Roxbury noted that the minimum charge for traffic calls could be reduced to \$300.

There was discussion on the clarification of how the department bills for traffic calls. Roxbury advised that, if they're called to merely direct traffic and are not actively involved in the rescue efforts, there is no bill sent. If they are asked to assist and/or extricate victims, the PFRD bills the owner of the car so serviced. They do not, at this time, bill for medicals.

DOLIN MOVED TO RECOMMEND THAT THE CITY COUNCIL AMEND THE CITY ORDINANCES TO PROVIDE FOR A THE OPTION OF THE PFRD CHARGING A MINIMUM FEE RANGING BETWEEN \$300 AND \$500 FOR CALLS INVOLVING A MINIMUM OF TIME, EQUIPMENT AND FIRE FIGHTER HOURS. MOTION CARRIED UNANIMOUSLY.

B. Sub Station Site Selection

Chief Roxbury noted that it may be time to look for a possible site for a substation to the west of the city. Chief Roxbury advised that he would contact Glendorado and see what their thoughts are. Otherwise, the other members will give the idea some thought and discuss options at a future meeting...

7. Next Meeting & Agenda:

A. May 6, 2008 - There were no specific items suggested for the May agenda.

8. Adjourn

There being no further business:

MOTION BY ANDRESEN TO ADJOURN, SECONDED DOLIN. ALL VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY AT 7:43 P.M.

Respectfully Submitted,

Mark Karnowski, City Administrator