

**MINUTES OF A REGULAR MEETING OF THE PRINCETON FIRE ADVISORY BOARD HELD  
AT 7:00 P.M., ON JANUARY 2, 2008, AT THE PRINCETON CITY HALL**

(meeting moved because of the January 1 holiday)

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**1. Call to order** – Chair Whitcomb called the meeting to order at 7:07 P.M.

Members present:

Paul Whitcomb, Chair                      City of Princeton  
John Roxbury                                  Princeton Twsp.  
Stephen L. Dolin                              Greenbush Twsp.  
Cathy Lundeen                                Wyanett Twsp

Staff present:

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

Members Absent:

Bill Andresen                                Blue Hill Twsp.

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

The Chair, Whitcomb opened nominations for Fire Advisory Board Chair for 2008.

ROXBURY MOVED TO ELECT WHITCOMB AS FAB CHAIR FOR 2008. LUNDEEN SECONDED THE MOTION. THERE WERE NO FURTHER NOMINATIONS. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

Whitcomb opened nominations for FAB Vice-Chair for 2008.

ROXBURY MOVED TO ELECT ANDRESEN (IN ABSENTIA) AS FAB VICE-CHAIR FOR 2008. DOLIN SECONDED THE MOTION. THERE WERE NO FURTHER NOMINATIONS. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

Whitcomb opened nominations for FAB Secretary for 2008.

ROXBURY MOVED TO ELECT LUNDEEN AS FAB SECRETARY FOR 2008. DOLIN SECONDED THE MOTION. THERE WERE NO FURTHER NOMINATIONS. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

**2. Review/Consideration of December 4, 2007 Minutes**

LUNDEEN MOVED TO APPROVE THE MINUTES OF THE DECEMBER 4, 2007, MEETING. ROXBURY SECONDED THE MOTION. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

**3. Agenda Additions/Deletions** – John Roxbury indicated he wanted to add something to the agenda later in the meeting (bridge discussion).

**4. Reports:**

**A. Run Reports** – will be mailed

**B. Department Update – Jim Roxbury**

Chief Roxbury updated the Fire Advisory Board that the Fire Department calls had been rather slow for the month of December but the total calls for the year were about average. He will be mailing out an annual summary in the next week or so and asked that it be placed on the agenda for the February meeting.

Roxbury noted that there was nothing new to report on pricing out the completion of the new truck.

The PFRD's annual elections resulted in Jason Baumunk being re-elected as captain and Ron Lawrence (who's also the PFRD's training officer) elected to his first 4-year term as captain. Next year the Chief, Asst. Chief and the two other captains are up for election. The annual test-

ing has resulted in all passing except one (who's on light duty until he passes the one test he didn't complete on time and one other who was on leave during the testing period. They're looking at modifying the handbook requirements to adjust to what they learned on this, their first year of testing. He advised that, apparently, the Feds have passed a law making fire fighter retirement pay as non-taxable for Federal purposes. He's still working on the ISO update. The Relief Association recently purchased a new TV for the fire station.

The City Council passed the PFRD's budget as reviewed and recommended by the FAB.

**C. Correspondence – None**

**5. Old Business - None.**

**6. New Business**

**1. Review of the Public Safety Building Space/Needs Report and Site Evaluation**

The FAB briefly reviewed the report recently completed by SEH Engineering. There were no notable comments.

**2. Bridge Replacement**

John Roxbury noted that he wanted to discuss the impacts on fire coverage that may occur if MnDOT and Mille Lacs County replace the TH95 Bridge and Rum River Drive's Dunn Bridge as planned. (Most of this discussion took place during the Chief's report)

It was noted that both bridges were in the plans to be replaced within 5-6 years and concern was express for response times for fire coverage both north, east and west of the TH95/Rum River Drive intersection.

It was noted that the City appears to be gravitating toward doing both bridges at once (for one building season) rather than impacting the traffic flow for two consecutive building seasons. The FAB appeared to agree that doing both bridges at the same time would probably be the preference.

John Roxbury noted that there may be room in Princeton Township's maintenance building to temporarily locate a fire rig in order to expedite response times.

Lundeen noted that Wyanette Township also has room in the summer, but not in the winter because the building is not heated. Lundeen will try and set up a meeting between the members of the Wyanette Board and the Dalbo Fire Department to try and bring their coverage issues to some finalization.

Chief Roxbury said it might be advisable to temporarily locate a rig and a team of fire fighters on the east side of the TH95 bridge during the construction period. If so, he'd like to begin that procedure about a year before the bridge was closed in order to test the process out.

Mark noted that it's worth asking the state whether there could be some assistance from the state in order to afford temporary measures to assure fire protection for the outlying areas during the construction period.

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

It was noted that Mark will be on vacation on the February meeting date and that Mary Lou will take minutes that evening. That meeting's agenda will include discussion of the FAB's annual meeting (March 4<sup>th</sup>) at the fire hall and organizing our annual visit at the Township's annual meetings on March 11<sup>th</sup>. The agenda will also include the year-end review by Chief Roxbury.

**8. Adjourn**

There being no further business:

ROXBURY MOVED TO ADJOURN. DOLIN SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY AT 7:50 P.M.

Respectfully Submitted,

Mark H. Karnowski  
City Administrator