

**MINUTES OF A REGULAR MEETING OF THE PRINCETON FIRE ADVISORY BOARD
HELD AT 7:00 P.M., ON MONDAY, JANUARY 7, 2013, AT THE PRINCETON CITY HALL**

1. Call to Order – Chair Whitcomb called the meeting to order at 7:00 PM (the meeting was moved because of the January 1st Holiday falling on the regular meeting date). Those in attendance included:

Members present:

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

Staff present:

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

Visitor:

Tom Lundeen

Members absent:

Roger Nelson Blue Hill Twsp.

- - - 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 2013.

STOECKEL MOVED TO RE-ELECT WHITCOMB AS FAB CHAIR, DOLIN AS VICE-CHAIR AND LUNDEEN AS SECRETARY FOR 2013. THAT MOTION WAS SECONDED BY DOLIN. THERE WERE NO FURTHER NOMINATIONS. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

2. Review/Consideration of December 4, 2012 Minutes

It was noted that the starting time in the minutes had an extra “0” that needs to be deleted. With that change. STOECKEL MOVED TO APPROVE THE MINUTES OF DECEMBER 4, 2012 AS PRESENTED WITH THE STARTING TIME CORRECTED. LUNDEEN SECONDED THE MOTION. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

3. Agenda Additions/Deletions – None

4. Reports:

A. Run Reports – The Fire Run Reports for 2012 were reviewed by the membership and discussed. The report included a list of the fire runs, the locations and a synopsis of the response times. Roxbury noted that there were 267 calls in 2012 which is the third highest total since the PFRD’s been keeping records. It was noted that the two higher years were for the time when the department covered all of Baldwin Township and part of Spencer Brook Township. Roxbury said the average response time of 7½ minutes was skewed by the mutual aid calls that took longer to get to (i.e. Sartell). They had a 16 member average response – which is up from the previous two years.

Roxbury also handed out documentation that the city had collected \$9,585 in 2012 for fire run billing. Most of that (\$5,670) was from the Sartell fire. Those funds will, again, go into the truck fund.

B. Department Update – Jim Roxbury

Roxbury reported that the results are yet unofficial but he believes that the “Shared Services” grant applied for by the PFRD was not funded. Nonetheless, he still plans on working with area departments to see if there are some economies that can be realized by doing more together.

The PFRD will host the St. Croix Valley Mutual Aid Association’s quarterly meeting this Thursday.

The PFRD has already gotten several really good applicants for firefighter positions even though they’ve not yet advertised.

Next week they’ll be doing a walk-through at the new Wal-Mart.

Results of the PFRD's Annual meeting.

The board was reviewed a memo advising that the PFRD membership held their annual elections last month and voted to recommend the following slate to the Council:

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|-------------------|---------------|
| Fire Chief: | Jim Roxbury |
| Asst. Fire Chief: | Randy Cook |
| Captain: | Tim Jensen |
| Captain: | Troy Thompson |

The Board was advised that the City Council concurred with the recommendations of the PFRD and appointed those members as recommended for a 2-year term. The other Leadership positions are.

| | |
|----------|----------------|
| Captain: | Jason Baumunk |
| Captain: | Joshua Vaccari |

5. Old Business

A. Wyanett Sub-Station Tanker

The Chief advised that the tanker is still at Ray's Auto for painting and is not yet ready to go.

B. Fire Station Update

Karnowski advised that the Public Safety Building Committee met earlier that day to talk about proposed finishes for the new building prior to going out for bids. The group spent a couple of hours picking floor and wall finishes for the various rooms in the building. Karnowski noted that the Princeton Planning Commission approved the proposed site plan but required that the rear (west) parking lot be paved within a year. The goal is to go out for bids within the next month or two with a proposed groundbreaking date of May 1st. So far, everything seems to be working out okay to come in at the budgeted amount of \$2 million.

C. 800 MHz Radios

Dolin asked for an update on the conversion to 800 MHz radios. A longer discussion ensued with Roxbury noting that there are still problems with the system not working in virtually any large concrete or metal buildings. He believes he's got a firm that can help the city with its specific issues but is hesitant to hire them because he feels there may be a less expensive universal "fix" coming soon since the problem is so common.

6. New Business

A. Wal-Mart Grant

Wal-Mart requested that both the PFRD and the Princeton Police Department submit a grant application. Apparently Wal-Mart awards grants to local public safety departments in conjunction with the opening of a new store.

B. Fire Act Grant

Roxbury advised that the PFRD will not be submitting a "Fire Act Grant" application this year. Their grant writer has reviewed the criteria and feels the department's chances of getting a grant are pretty slim this year so the grant writing fee of \$550 would not be a good investment.

7. Next Meeting(s) & Agenda

The next regular meeting is scheduled for February 5, 2012, at 7:00 P.M.

It was also noted that the March meeting will be the annual meeting on Tuesday, March 5th at 7 PM at the Fire Station. PFRD representatives will, again, be attending the Annual Township meetings on Tuesday, March 12th.

8. Adjourn

There being no further business:

DOLIN MOVED TO ADJOURN. LUNDEEN SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY AT 7:56 P.M.

Respectfully Submitted,

Mark Karnowski,
City Administrator