

**REGULAR MEETING MINUTES OF THE PRINCETON FIRE ADVISORY BOARD HELD AT
7:00 P.M., ON DECEMBER 4, 2012, AT THE PRINCETON CITY HALL**

1. Call to Order – Chair Whitcomb called the meeting to order at 6:30 P.M. (the meeting started early because of the PFRD’s Annual Business meeting held later that same night). 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.
Roger Nelson Blue Hill Twsp.

Staff present:

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

2. Review/Consideration of November 5, 2012 Minutes

STOECKEL MOVED TO APPROVE THE NOVEMBER 5, 2012 MEETING AS CORRECTED. DOLIN SECONDED THE MOTION. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

3. Agenda Additions/Deletions: Later in the meeting, Roxbury added “Recruiting Additional Firefighters” and “Fire Prevention and Safety Grant Application” under New Business. There were no objections.

4. Run Reports/Department Update:

A. Run Reports

Roxbury indicated that the detailed run reports will be mailed out. He noted that they had 16 calls during the month of November. Most calls were medical calls but there was one structure fire. They’ve had 242 calls for the year. He also advised that they’re looking into changing their fire run computer software. The state has been using a program for a few years that seems to be more comprehensive and the PFRD can start using it at not cost to the Department and no cost for any updates in the future.

B. Wyanett Tanker

Roxbury noted they’re still waiting for Ray’s Auto to completed the repainting of the tanker.

C. Relocation

Roxbury said all was going well. He confirmed that Relocation allowed the city to keep (at no cost) the large covered trailer that was replaced with two smaller trailers. While the final disposition hasn’t been determined yet, it’s still very possible that the Princeton public works department will use the Relocation trailer to store and mobilize their cones and street barricades.

D. 800 MHz Radios

The department continues to have concerns because the 800 MHz radios don’t do well inside larger buildings in the city or even in pole sheds in the outlying areas. He’s checking with a company that may have a “fix” for local usage.

E. Miscellaneous

Roxbury said the PFRD has applied for a “Shared Services” grant along with Isanti, Milaca and Foreston. They were hoping that Baldwin and Livonia/Zimmerman would join in that effort, but the other two departments submitted a grant on their own. It’s an up to \$40,000 grant to assess whether there are functions of departments near each other that can be done more efficiently to save either time, money or effort. The results could be as simple as a recommendation that all the departments buy their gloves from one distributor to suggesting that the four departments merge to form a fire district. That said, it’s only an advisory....the involved departments are not obligated to institute any of the grant study findings. It’s a 90-10 grant that allows the local 10% share to be “in-kind”. The Milaca City Administrator (who is also a Milaca firefighter and is

“gung-ho” on the concept) has been doing the grant application. Roxbury indicated that, because there are only four departments involved, he’s not optimistic that the grant will be funded.

5. Old Business:

A. Public Safety Building Update

Karnowski advised that the committee met a week ago Monday and was advised that the estimated cost of the building as currently designed is \$2,055,000. Again, the plan is to pay for the building using liquor store profits. The City Council will be updated on December 6th and asked to authorize preparation of plans and specifications.

B. Dalbo/Wyanett Update

Cathy Lundeen advised the Board that the Dalbo Fire Department agreed to drop the lawsuit(s) and accept Wyanett’s \$30,000 payment as payment in full for the 2012 service year. Wyanett may be on the hook for service in 2013 as well but will be looking at Princeton after 2013.

C. Spencer Brook

Stoeckel inquired as to what was happening with Spencer Brook’s looking at changing their contractual fire service. Roxbury responded that there was a petition circulated that received enough signatures for the topic to be discussed at the township’s annual meeting in March. If there’s a change, it’s possible that Princeton may, again, start covering the same 2/3 of the township that they formerly covered.

6. New Business:

A. Recruiting Additional Firefighters

Chief Roxbury advised that, with several of the more senior PFRD firefighters nearing retirement, he would like the Board’s blessing to start advertising for 4 or 5 new firefighters to be able to hold the number of active firefighters at 35. If he can get the Board’s support, he will ask the City Council for permission to bring the firefighter contingent up to that level.

DOLIN MOVED TO RECOMMEND THAT THE PRINCETON CITY COUNCIL AUTHORIZE ADVERTISING FOR 4 OR 5 ADDITIONAL FIREFIGHTERS. STOECKEL SECONDED THE MOTION. ALL IN FAVOR, THE MOTION CARRIED UNANIMOUSLY.

B. Fire Prevention and Safety Grant Application

Roxbury advised that there is another grant program that has been brought to light. It is a Federal program designed to provide funds for both Fire Prevention and Firefighter/Citizen Safety. The applications will be due in shortly after the Board’s January meeting. He advised that he’s looking at hiring their grant writer to submit a grant. It appears the approach they’ll be taking is for funding to purchase both a commercial washer and dryer to put in the new public safety building. Roxbury asserted, by keeping the firefighter’s gear clean, that promotes the safety of those firefighters. Roxbury advised that the grant writer’s fee is \$550 and that fee will be covered as a grant expense only if the city gets a grant.

No formal action was taken, but the Board expressed support for paying a grant writer to put together a grant application for that program.

7. Next Meeting(s) & Agenda

It was noted that the January meeting falls on January 1st, and that the Board is prohibited from meeting on that date as it is a designated holiday. Without a vote, the Board decided to meet the following Monday, December 7, 2013 at 7 PM.

8. Adjourn

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There being no further business:

NELSON MOVED TO ADJOURN. DOLIN SECONDED THE MOTION. ALL VOTED IN FAVOR. THE MOTION CARRIED UNANIMOUSLY AT 7:11 P.M.

Respectfully Submitted,

Mark Karnowski, City Admin.