

**Moose Lake Area Fire Protection District
Board Meeting, Tuesday, February 14, 2023**

Board Members Present: Steve Aldrin, Guyal Nelson, Robert Hoppe, Walt Lower III, Jeff Kirk
Executive Director: Osten Berg
Firefighters: Chief Jim Michalski, Assistant Chief Corey Hibke, Captain Steve Trenhaile, First Lieutenant Dan Hattenberger, Second Lieutenant Joyce Hibke, Chad Davidson.
Others: Tony Bakhtiari, John Peura

The meeting was called to order at 6:30 p.m.

Agenda: Additions to Agenda – Moose Lake Water and Light Commission Billing. Approved as presented. Nelson motioned, Hoppe seconded, and the vote carried.

Minutes: Corrections made to document regarding motions made. Approved as presented. Hoppe motioned, Kirk seconded and the vote carried.

Treasurer's Report: Nelson indicated he and Davidson went to the bank to make a deposit and then sent a check to PERA in the amount of \$46,582.74. Nelson reviewed the Treasurer's report and explained the check to Hoffman Hardware was to purchase a Rescue Reel, the check to Gateway Family Health Clinic was for a physical, and the check for EAM was for maintenance on the equipment. Kirk raised a concern about the \$2933.41 cost for EAM and this led to a discussion regarding what was included in this cost. Nelson and Berg indicated these needed repairs to avoid DOT problems were found during inspection and included two hoses on 448, ground lights and tail lights and a discharge switch on 446. These repairs were made on three separate trips, and Captain Trenhaile suggested there be a discussion with the company to consolidate these repairs into one trip in the future. Berg suggested EAM make a list when inspecting and it was agreed that some of the repairs could be done in house. Nelson and Kirk indicated that the bill needs to be itemized and all agreed they need to give notice when coming to service equipment to prevent rising costs.

Motion to approve the report was made by Hoppe, Kirk seconded and the vote carried.

Old Business: Berg reported that the radio grant was submitted to FEMA. Submissions closed on February 10, 2023 and communication is expected mid-year, but no timeline was available. Nelson reported the Audit was submitted on Sunday, February 12, 2023 to the auditors.

New Business

Knox Box: Berg reported the Fire and Police departments are promoting the Knox Box program to the business community. This allows entrance without having keys to deal with. There will be a lock box for the trucks when needed.

Barcode System: Berg reported the bar code system researched requires buying the equipment for tags and tape that is a **one time expense** of \$1500-\$2000. It also requires an annual subscription, licensing and training of \$3000 per year. Berg indicated an inventory system is needed for the equipment on trucks, radios, etc. Nelson reported that Captain Trenhaile did a complete inventory in 2021. Captain Trenhaile inquired into its use in other communities. It was reported that Cloquet didn't like the system.

Nelson said there were other possibilities including having your own program and he will look into it further.

New Web Page: Berg reported the current web page had a good original design, but has been problematic lately and needs updating. He researched three vendors that work with Windemere, Cloquet and the City of Moose Lake. Only the Moose Lake vendor responded. The design and updating of a website runs approximately \$3800 per year. The agreement after discussion was this was a costly option as the current expense is \$200-300 per year on GoDaddy.

Berg suggested the fire fighters create a committee to discuss the best use of available tech talent, as well as gather content such as photos, videos, etc. for the website. Lower indicated he does the website for the Lake theatre on GoDaddy and updates it weekly with few problems. Captain Trenhaile reported he tried two years ago to download photos and found it difficult, but is willing to talk with the current provider.

Moose Lake Water and Light Commission Bill: Chief Michalski raised a question regarding the power bill. If the Fire Hall is a city owned building, as has been indicated, why is the power bill not waived as it is in other city owned buildings? It is a monthly expense of \$838.68. Aldrin questioned whether this should be raised with the City Council. Lower indicated the City Administrator should have an answer. Berg indicated when there was a switchover to LED bulbs, there should have been a rebate/ one month free. This has yet to happen.

Recording Secretary: Kathy Troskey indicated she would be interested in the position of recording secretary full time. Wesley indicated she would be very willing to help as a sub whenever needed. Lower motioned, Hope seconded and the vote carried.

Executive Director: Berg reported that the board officers met to discuss the number of medical calls documented. Captain Trenhaile spoke with the EMT's about these concerns and indicated there will be a change in behavior. Paramedics can't go on every call when it is a non-emergency situation. Chief Michalski spoke to the fact that they will go on **every life-threatening call**. Aldrin reminded everyone they are a volunteer fire department, not a full time department.

Printer: Nelson reported that the current printer needs replacing and the HP printers have very expensive ink cartridges. He researched and found a wireless Konica/ Minolta printer for \$1395.00 plus ink, including installation. It will cost a fraction of what the ink for the HP printers cost and easily scans documents. Assistant Chief Hibke inquired about a service contract. Nelson asked if needed and also will check on removing the old printer. Kirk motioned, Nelson seconded, and the vote carried.

Windemere: Bakhtiari indicated Berg is invited to the Annual meeting on Tuesday, March 14th at the Windemere Town Hall.

Department Report: Chief Michalski reported they toured the new St. Luke's facility in Moose Lake this January. The facility opened on January 30, 2023. Captain Trenhaile reported they were given a pass key, but were applying for the Knox Box program. Chief Michalski indicated the Moose Lake Covenant Church has applied for the program also.

Chief Michalski reported all evaluations will be completed by April 1, 2023.

Captain Trenhaile indicated they will be sending three fire fighters to Ice Rescue training near Cass Lake. The training is free, but will require a stay in the area. There is Officers training on February 15,2023.

Run Report: Second Lieutenant Hibke reviewed the run report. She indicated there is a Moose Lake residence they will not respond to in the future without law enforcement present. Hibke asked Berg about runs to Silver township and whether they required paperwork if they are now part of the fire district.

Relief Association: Davidson reported they are in process of completing the audit and it's going well. They sent the check to PERA for \$46,582.74. Work is being done on the Bylaws and Articles of Incorporation. The board's legal council will be used when necessary.

Peura Visit: Peura reported he is serving on the MBFTE for four years. He encourages chiefs to send firefighters to the trainings offered. Chief Michalski indicated all the allocation for training is spent every year. Peura intends to lobby the state for the needs of the firefighter.

The next meeting is scheduled for Thursday, March 16th at 6:30 p.m. Nelson motioned to adjourn, Hoppe seconded and the vote carried. The meeting was adjourned at 7:50 p.m.

Respectfully submitted by Kim Wesley, 2-21-23.