



Fire Advisory Board Meeting Meeting Minutes October 23, 2024

Roll Call of Attendees

The meeting was called by Fire Chief Mike Heiland. Please note that members in attendance:

Long Lake

Scott Weske
Mike Heiland
Charlie Miner
Jahn Dyvik
Cody Farley

Orono

Maria Veach
James Van Eyll
Adam Edwards

Medina

Jason Nelson
Erin Barnhart
Dino Deslauriers

Minnetonka Beach

Jennifer Halverson

Welcome & Introductions

Topics

Receive Minutes of August 7, 2024 Fire Advisory Board Meeting
Received.

2024 Operating Expenses as of September

LLFD Chief Heiland stated the budget is over on trucks and noted that they have also had to put a lot of money into the building over the last few months as well such as the roof, HVAC system, parking lot lights, and necessary repairs to the generator. He explained that despite those numbers, he was confident that they would be able to come in at, or under, budget at year-end.

Mr. Edwards asked a question about training materials being up by 370%.

Mr. Weske explained that a lot of those costs were related to the new firefighters so much of that will be reimbursed through the MBFTE. He noted that there was a few car fire simulator training events held at each station so that was also a net line item.

Mr. Miner asked about the software support line item that shows an increase of 155%.

Mr. Weske stated that was for the Lexipol and First Due would be included in that line item.

LLFD Chief Heiland stated that there were about 7 radios that were nearing the end of their life so they will most likely start leasing them in the future.

Mr. Dyvik stated that the LLFD was already leasing some of the radios and asked if they would eventually lease all of the radios.

Mr. Miner asked if the lease would also include maintenance.

LLFD Chief Heiland stated that they would lease the radios which would include maintenance.

Mr. Miner asked if the County had communicated to them a deadline for dropping them off because after a certain point they would no longer be operational.

LLFD Chief Heiland stated that the ones they are using right now, they cannot get parts for anymore. He stated that they are essentially in good shape, but by the end of the year they would like to upgrade before they start falling apart.

Mr. Nelson stated that for certain batches of radios in the police department, the end of 2026 is their end of life that they have been told to prepare for and explained that these were new radios that they had just purchased about 2 years ago.

Mr. Dyvik asked where the LLFD was with number of calls compared with last year.

LLFD Chief Heiland stated that he would cover that in the next agenda item.

Duty Crew Report for August and September

LLFD Chief Heiland stated that for duty crews in August they were at 51% staffed and had 8 calls. He noted that on Saturdays they have only been getting their morning shifts filled and have been discussing the possibility of adding a weeknight and eliminating the Saturday afternoon duty crew shifts. He noted that he had added a row to the table that outlined the probation numbers.

Mr. Dyvik stated that when they started this there was a question about whether or not they should have Saturdays at all. He stated that his recollection was that LLFD Chief Heiland wanted to have Saturdays as an option, so people who could not participate on duty crews during the week due to their jobs would have the option of participating on Saturday. He stated he would agree that they should probably go ahead and revisit that issue.

LLFD Chief Heiland stated that the data has shown that Saturday afternoon duty crew shifts are pretty much a bust which is why they were considering opening up Thursday evenings instead.

Mr. Dyvik asked if Thursday evening would be the busiest.

LLFD Chief Heiland stated that Friday night is probably the busiest, but it may be more of a challenge to fill the duty crews on a Friday as well. He stated that the month of September was a lighter month with 37.9% of the shifts filled and only 2 calls on duty shifts. He noted that he felt the data gave them a snapshot of the shifts and the probationary shifts and explained that that, in September, they had a total of 66 shifts filled.

Mr. Dyvik asked if any of the calls were Saturday calls.

LLFD Chief Heiland stated that they were not Saturday calls. He answered Mr. Dyvik's earlier question about the number of calls and stated that as of today they had responded to 374 calls and last year at this time they were at 421 calls, so there have been 47 less calls in 2024 than 2023. He stated that there was one member who came off of probation at last month's business meeting and stated that they have 2 firefighters that are either currently taking Firefighter 1 or will begin soon. He noted that there are 2 firefighters who will also be starting the EMR/EMT training. He stated that they have one additional member who got his fingerprints done today

and explained that they were hoping they would be able to get him started in the class beginning October 23, 2024. He stated that one firefighter had resigned who started with the Department in October of 2019 and had joined the Mound Fire Department. He stated that they had also received their new engine from the Excelsior Fire District on October 21, 2024, which will be going in for graphics on October 28, 2024. He noted that the engine had been used last weekend at the Hennepin Tech FAO training that took place at the station and would also be used for their next training date as well. He explained that the Excelsior Fire District had also offered to sell the LLFD the headsets, extrication tools, and 4 task force nozzles. He stated that they were able to negotiate the price and settled on an additional \$4,000 for those pieces of equipment. He stated that hose testing has almost been completed and the LLFD was also part of Muskie Mayhem which is a really cool event for wounded veterans. He stated that the LLFD cooks them breakfast and the auxiliary packs them bag lunches.

Mr. Dyvik asked if there was a better way to compare the call numbers from 2023 and 2024 that would reflect taking out the Navarre area, since that was taken out on July 1, 2024.

LLFD Chief Heiland stated that it was a difference of 47 calls since July.

Ms. Veach stated that based on their weekly reports she thinks that their numbers were pretty close to that number.

Mr. Dyvik stated that if that was the case then the LLFD was on par with last year's numbers then.

Mr. Edwards noticed that in both reports he has seen, there was a huge drop off in the numbers for last month.

Mr. Van Eyll stated that was fairly consistent because June, July, and August were typically the busier months and then everything starts dropping down a bit in September and October.

Mr. Dyvik stated that for the August duty crew data, the last call had an in-service time of 3:47 and asked why that was much longer than the others.

LLFD Chief Heiland stated that generally, that means that they were waiting for another crew member to arrive.

Mr. Dyvik stated that it was also marked 'no' for whether it was an emergency and asked what determined whether a call was an emergency or not.

LLFD Chief Heiland explained that was determined by the nature of a call details.

Mr. Dyvik noted that without that one outlier, their in-service times would have averaged under 2 minutes.

Draft 2025 Capital Improvement Plan

Mr. Weske reviewed the discussion from the last Fire Advisory Board meeting regarding the replacement of Utility 11 and the boat. He stated that they had essentially pulled the boat for 2026 because the numbers didn't look like they would work under operational. He explained that the Long Lake City Council had approved the reimbursement to the cities if they contribute. He noted that the resolution and minutes were forwarded to Mr. Edwards at Orono.

Mr. Edwards noted that he would be bringing this up for discussion at their upcoming work session meeting with the Orono City Council.

Mr. Weske highlighted the other things included on the 2025-2042 CIP and noted that with all of the things have been juggled the last few years, this is their best guess for these items.

Mr. Dyvik asked what would happen with the old Engine 11 and if they would put it up for auction.

LLFD Chief Heiland stated that they could offer it to Orono or the other cities, but did not think they would be interested.

Mr. Weske stated that they would work through the process of confirming that Orono or Medina did not want to purchase it and would then move forward to sell it.

LLFD Chief Heiland noted that it will be a good time to sell a used engine because the lead time for buying a new engine is up to around 3 years.

Mr. Weske clarified that they would not commit to selling the old engine until they were fully up and running with the new engine and knew that they would not need it.

Mr. Dyvik asked what year the old engine was.

Mr. Weske stated that he believed it was a 2004 engine.

Ms. Veach asked what would happen when it was sold and if it would be considered a shared piece of equipment.

Mr. Weske stated that it would be a shared piece of equipment. He stated that, for example, if the engine sold for \$100,000, Orono would get \$77,000.

Ms. Veach asked if the cities would need to agree on the sales price.

Mr. Weske stated that the market will end up dictating the sales price.

LLFD Chief Heiland noted that in the past when they have been sold at auction, he has been pleasantly surprised by what they ended up getting. He stated that he feels that they can get quite a bit more for them when they are sold at auction.

Mr. Weske stated that he felt it was important to have a detailed itemized list of all the attachments and equipment included.

Ms. Veach stated that there was extrication equipment that came with the new engine for \$4,000 but she still sees extrication equipment included on the CIP.

LLFD Chief Heiland explained that the extrication equipment that came with the new engine is the hydraulic equipment that is pretty much obsolete nowadays but they would be able to use it for training purposes so they aren't beating up their other equipment.

Mr. Dyvik noted that the extrication equipment Ms. Veach was referring to was listed in 2032, so it was 8 years out.

Ms. Veach stated that she thought it was listed in the CIP twice, once in 2032 and the other in 2038.

Mr. Weske stated that he would expect these dollar amounts to change because they don't know what technology will be like in the future, for example, with the battery life/power.

Ms. Veach asked if there were plans for building renovations or investments in the next fifteen years.

Mr. Weske stated that had not been included, but agreed that there should probably be some discussions. He noted that they were mostly looking at the next 3-5 years.

LLFD Chief Heiland noted that he had been told by the roof guys that they should start thinking about replacing the roof in 2029.

Mr. Weske noted that they do an inspection and needed repairs to the roof every year.

LLFD Chief Heiland stated that the roof is one of the hard tar type roofs, so as long as they do regular repair and maintenance, they last longer than the rubber membrane types, but agreed that they would eventually need to install a new roof.

Ms. Veach stated that she understands that CIPs are just a plan and they have to vote on them. She explained that this was the first CIP she had seen here and asked if it would come to the city councils for a vote and then they vote again to approve equipment.

Mr. Edwards explained that he would bring the Orono City Council the CIP for them to approve the plan, and then he would also bring an item for separate council action when there are individual purchases.

Ms. Veach asked how it would come to the Orono City Council since it was already purchased.

Mr. Edwards stated that it would still be the same because they would be asking the council to approve an expenditure.

Mr. Dyvik noted that Orono's process is a bit different than the way the contract was written. He explained that the way the contract was written it says that once a CIP is approved, that serves as authorization to purchase the equipment.

Ms. Veach noted that last year there was no approval and yet, the engine was purchased.

Mr. Dyvik stated that they were not asking for the engine. He clarified that this was for Utility 11 that they will get sometime in February.

Mr. Veach stated that she thought they were referring to the engine that was just delivered.

LLFD Chief Heiland stated that he had been told that they may be able to have delivery of the utility vehicle as early as December of 2024.

Mr. Miner stated that the Orono City Council would have a work session next week, but asked if the Council would also vote on this issue that night as well.

Mr. Edwards explained that normally they vote on their CIP in the month of December. He stated that they will discuss this item at their next work session and then he would follow up with his council sometime in November about approval for procurement.

Mr. Dyvik clarified that Mr. Edwards would let the Orono City Council know that Long Lake had stated that they would buy the vehicle out at the end of the contract.

Mr. Edwards acknowledged that he had that information included in his briefing notes for the work session.

Shared Services

Other Topics

Mr. Dyvik stated that if LLFD Chief Heiland makes a decision to adjust the duty crew shifts and eliminate the Saturday afternoon shift, he would like it to be a time that is more beneficial.

LLFD Chief Heiland stated that they will float it out to their membership in order to see what may work best for them.

Mr. Miner stated that this should be the Fire Advisory Board's last meeting in 2024.

Mr. Dyvik asked if their next meeting would be in February or March of 2025.

Mr. Miner stated that he believed that the meeting would usually be around that time.

Mr. Weske stated that they may want to do it a bit earlier because they will have their final budget numbers. He explained that he felt that they would want to do it closer to the time that the audits were completed, so everyone will know where they are at with the budget.

Wrap-Up / Adjourn

LLFD Chief Heiland adjourned the meeting at 4:34 p.m.