



**MINUTES  
FIRE COMMISSION MEETING  
MAPLE PLAIN CITY HALL  
September 09, 2025  
4:00 PM**

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**1. CALL TO ORDER**

Commissioner Maas-Kusske called the meeting to order promptly at 4:00 PM

Present: Commissioner Julie Maas-Kusske, Commissioner Andrew Burak, and Commissioner Brad Spenser.

Absent: Commissioner Steve Grotting

Staff Present: Maple Plain City Administrator Jacob Kolander, Fire Chief Rick Denneson, and WHPS Director Matt DuRose

**2. ADOPT AGENDA**

Commissioner Spencer made a motion to approve the meeting agenda. Seconded by Commissioner Burak.

Voting Yea: Commissioner Maas-Kusske, Commissioner Spencer, and Commissioner Burak.

Motion passed 3-0

**3. CONSENT AGENDA**

A. Minutes for Approval from July 8, 2025

Commissioner Burak made a motion to approve the consent agenda. Seconded by Commissioner Spencer.

Voting Yea: Commissioner Maas-Kusske, Commissioner Spencer, and Commissioner Burak.

Motion passed 3-0

**4. OLD BUSINESS**

A. Fire Consolidation Timeline

## **Fire Department Consolidation Timeline**

The Commission reviewed the consolidation process and confirmed that critical milestone tracking is in place with three key deadlines. The September 17 deadline marked the completion of the draft Maple Plain lease agreement and Fire Relief Association resolution, providing the foundational legal framework for the transition. By October 8, the draft contract for fire services and an updated JPA agreement must be finalized to formally outline the dissolution process. In November 2025, the City Council will address the 2% PERA paperwork for submission to state authorities, with a January 1, 2026 effective date established for the PERA transition. All required forms are prepared and awaiting final signatures.

Administrative coordination is actively progressing with multiple departments and agencies involved in the transition. The legal framework development includes lease agreement drafting, a review of workers' compensation claims, and ongoing insurance coordination discussions. The employee roster has been completed, with probationary firefighters identified and confirmed for continuation under West Suburban integration. A joint council meeting is anticipated in December to enable both Maple Plain and West Suburban councils to pass the necessary dissolution resolutions.

## **Equipment Modernization and Capital Investment**

The Commission reviewed the purchase of new auto extrication equipment in the amount of \$41,226, marking a significant modernization of emergency response capabilities. This investment replaces outdated 1970s-era Hurst hydraulic tools with modern battery-operated systems that improve portability and safety. Funding for the purchase was confirmed through the Capital Improvement Fund balance of \$311,046, with the expenditure also aligning with a previously planned \$40,000 allocation in the 2022 budget. The Commission acknowledged the need for cross-training between different equipment brands as the consolidation progresses.

Battery compatibility concerns were addressed through direct consultation with West Suburban leadership, and both Chief Lure and Chief Ryan approved the use of different battery platforms between departments. Tools will remain assigned to specific trucks, maintaining current operational protocols where hydraulic tools stay with their vehicles. Staff preferences were also considered, with firefighters participating in vendor demonstrations and testing to ensure the selected equipment meets operational needs.

Motion by Commissioner Spencer to approve the purchase of new auto extrication equipment. Seconded by Commissioner Burak.

Voting Yea: Commissioner Maas-Kusske, Commissioner Spencer, and Commissioner Burak.

Motion passed 3-0

## **Compensation Equity and Budget Management**

The Commission reviewed firefighter compensation and identified a \$3 per hour wage disparity between Maple Plain firefighters, who earn \$14.50 per hour, and West

Suburban personnel, who earn \$16 per hour. Analysis showed that only 48% of the annual wage budget had been utilized through July, leaving sufficient funds available to consider adjustments. A proposal was discussed to implement wage increases in the fourth quarter to align pay prior to the consolidation effective date. It was noted that officer pay structures differ between the departments, with Maple Plain officers receiving statements while West Suburban officers are paid higher hourly rates. The proposed adjustment would focus specifically on line firefighters rather than a comprehensive restructuring of officer compensation.

The Commission also outlined the procedural requirements for proper governance and budget management related to the wage adjustment. A formal agenda item will be presented at the October 9 meeting, including a detailed financial impact analysis. Staff were directed to provide historical usage data using third and fourth quarter call volumes from the previous year to ensure projection accuracy. A budget absorption capability assessment will also be completed to confirm that the proposed wage increase can be accommodated within the existing approved budget parameters.

### **Operational Transition Coordination**

The Commission discussed operational matters related to the upcoming consolidation. Radio equipment lease transitions will require coordination with Hennepin County to ensure service continuity. An assessment of the current lease arrangements is underway to determine available transition options and financial responsibilities. The December 31 deadline was noted as critical for maintaining equipment access and service provision, and fleet coordination planning will be necessary to ensure adequate radio communication capabilities during the transition period.

The Commission also reviewed PARA dissolution planning, with payout calculations pending for affected firefighters. Individual financial impacts will require detailed calculations from the PARA organization. The timeline for dissolution is expected to align with a joint council meeting in December to ensure proper governance and procedures are followed. Based on preliminary discussions and established precedents, the process is expected to be straightforward.

## **5. NEW BUSINESS**

## **6. FUTURE MEETING DATES**

## **7. OPEN**

## **8. ADJOURNMENT**

Commissioner Spencer made a motion to adjourn the meeting. Seconded by Commissioner Burak.

Voting Yea: Commissioner Maas-Kusske, Commissioner Spencer, and Commissioner Burak

Motion passed 3-0

The Commission Adjourned at 4:19 PM

I, the undersigned, Jacob Kolander, City Administrator in and for the City of Maple Plain, Minnesota, do hereby certify that the above and foregoing is a true and correct copy of the minutes.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read 'JK', with a long horizontal flourish extending to the right.

DRAFT