

**FAYAL FIRE DEPARTMENT
BUSINESS MEETING MINUTES
2-10-21**



Meeting called to order at 1909 / Pledge of Allegiance

Motion was made to accept the minutes of the January meeting by Nick Preiner. Seconded by Rich Sather. Motion carried.

Roll Call

Present: Steve Shykes, Matt Hoffmann, Nick Preiner, Cory Christianson, William Brokaw, Andy Carlson, Greg Chad, Eric Moe, Rich Sather, Tim Sklors and Jeremy Widmer.

Absent: Chris Chrislock, Tim Coates, James Heitzman (working OOT), Chris Sailstad (vacation) and Curtis Schramm.

Special Guest: None

Secretary/Treasurer's Report:

- Remember that all receipts, bills and rosters should be put in Secretary's folder or bin.
- Gave a brief rundown of what the February bills were for.

Chief's Report:

- REMINDER: Chief needs to know about any purchase made for the Department except for fuel.
- Keep Social Distancing and COVID-19 protocols for all fire events.
- Working on Mutual-Aid Agreements with our neighboring Departments. Even though we have statewide mutual-aid, we still need to have agreements with our mutual-aid partners.
- Computer for CAD system is here and now mounted in SQ 1.
- The FEMA Grant is done and has been submitted for SCBA. There will be no Micro Grants this year.
- The Fire Hall will soon be getting its own phone line. Heidi is working with CenturyLink on this and the Chief will let us know when it is operational and get the number to us.
- The Payroll Tally Sheets for each month will be posted on the bulletin board. Total fire calls for the month will be shown at the top and how many you made will be shown by your name.
- If you want direct deposit of your checks there are sign-up sheets in the office. We are going to get payroll to Heidi before the first Board Meeting each month.
- The Township is working on the audit and it looks like we went in the red by \$300 last year.

Assistant Chief's Report:

- Working on doing total revamps of the hiring process, all aspects. A committee made up of Matt Hoffmann, Chris Sailstad, Steve Shykes and Cory Christianson will be doing this and will keep us updated on their progress.
- Meeting with Deputy Chief Linde of EPD about doing a more extensive background check on new hires.
- Also want to work on recruitment and retention.
- Piggy-backed off the Township's Zoom account for access to training etc.
- Department E-mails have been established for each member so check out your log-in.
- Heidi and Tech Dustin are working on updating the Township website.

Battalion Chief's Report:

- Tri-Department Training for Feb. 24, 2021 at 1800 will be SCBA. Donning, Doffing, Pass Alarm and Cascade System
- REMINDER: We continue to follow the MBFTE and State Guidelines for COVID-19.
- Will be starting with Target Solutions for firefighter on-line training and record keeping. Matt continues to work on this and should be up and running soon.
- Our Annual Physicals through Job Care are Feb. 17, 2021 starting at 1500.
- MN Fire Classes for January (cancer), February (cardiac) and March (trauma). A motion was made by Chief Steve Shykes to do all three classes on Saturday April 3, 2021. Seconded by AC Matt Hoffmann. Motion Carried.
- Our In-House Training and the Tri-Department Trainings are mandatory and count toward your 75% Participation per year. If you don't reach 75%, you lose a year of your pension. Contact BC Nick Preiner ahead of time if you can't make it. Remember, our In-House Training morros the Tri-Department Training, so you have approximately 12 times to make it up earlier in the month in various locations.
- We have Heidi's old laptop and are using it to keep track of training, cards, physicals, FIT tests etc.

Captain's Report:

- When the weather gets rainy and snowy, watch the edges of gravel roads and driveways so as not to get apparatus stuck.
- When washing and drying, check to make sure pump heaters aren't accidentally turned off.
- If apparatus goes out, when washing, make sure that the cabinets and dump chutes are sprayed out.
- Remember – on calls where we are going to staging, make sure our apparatus is able to get out if another call comes in.
- Non-oxygenated fuel is to be used in all gas engines.
- Make sure wheels are being chocked on all apparatus.
- Hubs on E3 are now locked.
- A new monthly Rig Check List has been handed out and posted on the bulletin board with R1 included. Please make sure they get done each month.

- When checking apparatus make sure you spray underneath.
- Requested a quote from Five-Seasons for all plastic cover parts to be replaced on the boat motor.
- The four gas meter has been moved from SQ1 to R1.

Lieutenant's Report:

- Make sure when leaving Station 2 that both People Doors are locked.
- In cold weather make sure People Doors on Station 1 are closed and locked.
- Make sure all overhead doors go up and stay up before moving apparatus in and out of stations. Buttons have been sticking on some doors.
- Heaters are on and all working; make sure they stay that way. If you happen to be in either Hall and they aren't working, let an officer know.
- There are now shovels and salt by the front door.
- A Thank-You to all for making sure that the Hall stays clean.
- Make sure any issues with apparatus on calls are relayed to the proper people so they can be dealt with.
- We must use common sense when dealing with station garbage.

EMS Report

- Calls to date: January – 4; February – 0 so far.
- EMR Class is in limbo.
- Matt is working with Arrowhead EMS on a different way of doing our EMS Reports.
- EMS Training will be the 2nd Thursday of each month.
- Will be updating two EMS Bags.

Membership

- We will be getting together to have a Retirement Party for Brian, but it will have to be after COVID.
- Working on website to improve recruitment. More to come on this.

Health and Welfare

- Group discussion. Chief Shykes and Sailstad will take care of any needs.

Merger Consolidation

- **IMPORTANT:** Need to have suggested names for the Fire District by the next meeting so the Committee can go over them.
- Next meeting will be March 8, 2021 at 1800.
- Will be going over JPA, Budget, Name, Organizational Chart with Duties, and other business.
- JPA Draft could be ready for next meeting.
- Were told the funding will be there if this gets up and running.

Old Business:

- BC Hoffmann has submitted a request to Mayo for computers for some of our rigs – CAD System.
- Lettering in the Station and re-doing the lettering on the overhead doors which was approved by the membership has been put on hold until spring.
- AC Matt Hoffmann proposed that we purchase a Banana Boat from Northern Diver for \$2,495 after Jan. 1, 2021. This has been ordered and should be here soon.
- Capt. Cory Christianson suggested we set aside another day of the month to get together. After discussion it was decided that we would do it every so often when we can line up things to do.
- The 3 Motorola 1500 Radios the Chief Officers had now have headsets on them and are in E2, E3 and E91 for use by our pump operators.
- Keep up on SCBA mask checks for 2021. Check-off Sheet is on side of cabinet by SCBA Fill Station.

New Business:

- New mounts for the CAD System were expensive and unavailable, so AC Hoffmann found a used one to install.
- Talked about more CADs for apparatus. Decided on one for E91. A motion was made by AC Matt Hoffmann to purchase one more CAD at \$1,700 for E91. Seconded by BC Nick Preiner. Votes 10 yes and 1 no. Motion Carried.
- The tagged gas cans need to be dumped into either SQ1 or E3, filled and redated.
- E2 gas line for portable pump is being worked on and will be ready by spring one way or another.
- Will do quarterly refresher on the CAD System during our Training Minute.

Review of bills

- A motion was made by Rich Sather to pay the bills. Seconded by BC Nick Preiner. Motion Carried with one abstention.

Training Minute

- Responding and Driving Apparatus.

Motion to adjourn was made by Eric Moe at 2041. Seconded by William Brokaw. Motion Carried.

Submitted by Greg J. Chad - Secretary/Treasurer