

**FAYAL FIRE DEPARTMENT
BUSINESS MEETING MINUTES
3-10-21**



Meeting called to order at 1903 / Pledge of Allegiance

Motion was made to accept the minutes of the February meeting by Chris Sailstad. Seconded by Rich Sather. Motion carried.

Roll Call

Present: Steve Shykes, Matt Hoffmann, Nick Preiner, Cory Christianson, Curtis Schramm, William Brokaw, Andy Carlson, Greg Chad, Eric Moe, Wyatt Reberg, Chris Sailstad, Rick Sather and Tim Sklors

Absent: Chris Chrislock, Tim Coates, James Heitzman (working OOT), and Jeremy Widmer (EMR Class)

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 March 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.
- When going through Apparatus it was noticed that we did not have any extra 2 ½ inch gate valves on Eng 2 & T 1 so that has been taken care of and they were ordered and are onboard. They are black and gray in color.
- At the Annual Meeting, our budget for 2022 was increased to \$102,500. This is a \$25,000 increase that will cover our hourly pay.

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. In talking with DC Linde, Matt learned that they can only do limited things. So Matt is talking now with Paul Gerarfgjii of the BCA and we should be able to do more.
- 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 March 24, 2021 at 1800 will be Suppression Tactics.
- 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. **Because Easter falls on this weekend the class has been moved to Saturday April 10, 2021 at 8:00 a.m.**
- The Pump Simulator Class is scheduled for May 12, 2021 with sessions from 1- 4 p.m. and 4-8 p.m. Because of this our **May Business Meeting will be on the 5th.**
- Our April In-House Training will be Water Rescue on the 7th.
- Chris Chrislock is doing the 1001 Classes in P-S-B. Jeremy Widmer is taking an EMR Class at HCC.
- 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 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 mirrors the Tri-Department Training, so you have approximately 12 times to make it up earlier in the month at various locations.

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. THE CAPTAIN SAYS "IF THEY DON'T GET DONE EXPECT A SURPRISE."
- When cleaning apparatus make sure you spray underneath.
- The four gas meter has been moved from SQ1 to R1.
- Requested a quote from Five-Seasons for all plastic cover parts to be replaced on the boat motor. It came in at \$1,000. It was decided that we will live with it and fix it in-house.
- The big streamlights mounted in the apparatus are not working all the time. It seems to be a problem with the switches. Cory will look into it and get back to us.
- DO NOT crank the heater in the Squad above medium. It gets too hot. It takes out the CAD's hot spot.
- The 3 x 2 ½ adaptor on E3 for the hard suction – we now have ordered one for E2 and T1.

Lieutenant's Report:

- The Southside People Door on Station 2 now has a push button lock installed so we should have access from either side.
- 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.
- 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 – 6, March – 2 so far.
- Jeremy is in the EMR Class.
- 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.
- Received a Letter of Resignation from Jamie Reberg. A motion was made by Chief Steve Shykes to accept the resignation. Seconded by Greg Chad. Motion carried.

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 April 12, 2021 at 1800.
- Will be going over JPA, Budget, Name, Organizational Chart with Duties, and other business.
- Sub-Committee should have the JPA and Budget drafts ready for the April meeting.
- Were told the funding will be there if this gets up and running.
- The representatives from Eveleth think we can do this without the Mediator from the Fire Marshall Office. They will still be a source of information.

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.
- Keep up on SCBA mask checks for 2021. Check-off Sheet is on side of cabinet by SCBA Fill Station.
- Talked about more CAD's 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. At this time the purchase is on hold.
- The tagged gas cans need to be dumped into either SQ1 or E3, filled and redated each month.
- 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.

New Business:

- Chief Shykes states we should update our Traffic Vests to NFPA and OSHA Standards. The new ones would be more visible and break-away for better protection of our firefighters. A motion was made by Chrif Steve Shykes to replace all our existing vests on apparati with the new ones. Seconded by BC Nick Preiner. Motion Carried.
- At the Township Annual Meeting a resident asked about animal resuscitation. The Chief checked into it and a kit has been ordered and will be put on E91. It is reusable – the masks can be cleaned and used again.
- Andy Carlson stated he will be leaving in April for Pennsylvania to take a Fire Department job.

Review of bills

- A motion was made by Chris Sallstad to pay the bills. Seconded by Rich Sather. Motion carried.

Training Minute

- Power Line Safety

Motion to adjourn was made by Chris Sallstad at 2017. Seconded by Eric Moe. Motion Carried.

Submitted by Greg J. Chad - Secretary/Treasurer