

**Excelsior Fire District Board  
EFD Governing Board Meeting  
Wednesday, September 28, 2005**

**24100 Smithtown Road  
Conference Room  
7:00 P.M.**

## MINUTES

### 1. CALL TO ORDER

Chair Bauman called the meeting to order at 7:00 P.M.

### ROLL CALL

Present: Excelsior Fire District (EFD) Boardmembers: Chair Bauman; Boardmembers Love; Saunders, Skrede, and Viesturs; EFD Chief DuCharme; Firefighter/Trustee Hoo (arrived 7:33 P.M.)

Also present: EFD Deputy Fire Chief George, EFD Captains Heiland and McCarthy; Deephaven City Administrator Young;

Absent: None

### 2. AGENDA APPROVAL

Chair Bauman reviewed the Agenda for the meeting. Boardmember Saunders requested Item 7D, Orono Contract be added to the Agenda with Item 7E becoming New Business for the meeting.

**Skrede moved, Viesturs seconded, approving the EFD Board Meeting Agenda as amended. Motion passed 5/0.**

### 3. MINUTES

- **August 24, 2005**

**Love moved, Saunders seconded, Approving the August 24, 2005, EFD Governing Board Meeting Minutes as presented. Motion passed 5/0.**

### 4. REPORT AGENDA

#### A. Monthly District Review for August 2005

Chief DuCharme stated there had been 73 fire calls for the month of August and a total of 554 calls for the year thus far. He also noted the breakdown of calls per city as part of the District Review for the month. He reviewed the response time averages for the Board as well, noting the average time for the first truck on the scene was 2.83 minutes.

In a response to a question from Boardmember Skrede, Chief DuCharme explained the role of the duty officer and noted the cold weather season typically brought additional calls dealing with furnaces and heating equipment.

#### B. Report of Operating Committee for September 14, 2005

Administrator Young from Deephaven reported on matters considered and actions taken at the September 14, 2005, Operating Committee (as detailed in the minutes of that meeting). He noted a brief discussion of the role of the Operating Committee took place at this meeting.

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**Viesturs moved, Saunders seconded, Approving the Report Agenda as presented. Motion passed 5/0.**

**5. MATTERS FROM THE FLOOR**

There were no matters from the floor presented this evening

**6. FIRE CHIEF REPORT**

**A. General Report**

Deputy Chief George reported on the number of firefighters at each Station within the District, noting there had not been a significant increase or decrease in the number of firefighters overall within the District. He also reported on the upcoming closure of Smithtown Road due to the progression of the County Road 19 project. He stated he was concerned there be a twelve foot maintenance lane kept open at all times for equipment, and also stated there would be significant delays for firefighters if detoured. He was working with the SLMPD and the City of Shorewood to allow firefighters to pass through these areas to better arrive at the scene of a fire. Deputy Chief Gerorge stated all apparatus was operational and the boat would most likely be removed from the water in November as the weather allowed.

Boardmember Love thanked the EFD Staff for its efforts in coordinating public safety with the City of Shoreowod. Chief DuCharme stated he appreciated Engineer Brown's efforts on behalf of the City of Shorewood as an advocate for public safety issues with the construction contractors.

Chief DuCharme stated the District continued to work with a transition plan that would allow the City of Long Lake to begin operations on the Navarre Station in January of 2006. He noted Captain Berglund's instrumental training in bringing the Station 3 firefighters to this point.

Chief DuCharme then reported on the statistics associated with fire district duties for Station 2. He noted Station 2 would be responding to medical calls alone during certain hours as part of a transition period for the new Station. He complimented the firefighters on great progress in their training.

Fire Prevention efforts continued by District inspectors throughout the District in recent weeks and he then reviewed the monthly report for August 2005 associated with these activities.

Chief DuCharme next reported on the District's Relief Association matters. In addition, he reported on issues related to EFD personnel assisting the Red Cross in the hurricane battered South.

**B. Operating Report by the Deputy Chief**

This item was discussed as part of Item 6A.

**C. East, West, Navarre**

This item was discussed as part of Item 6A.

**D. Fire Prevention**

This item was discussed as part of Item 6A.

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**E. Trustee Report**

Trustee Hoo stated there was nothing to report on at this time.

**7. OTHER BUSINESS**

- A. Role of Governing Board and Operating Committee**
- B. Reconciliation of Construction Reimbursements**
- C. Fire Chief Annual Review—November and December**
- D. Orono Contract Revenues**
  
- E. New Business**

No new business was presented at this time.

**8. NEXT MEETING**

- A. Board Meeting October 26, 2005; 7:00 P.M. WEST SIDE STATION**

Chair Bauman noted the time and location of the Board meeting in October.

**9. ADJOURNMENT**

**Love moved, Viesturs seconded, Adjourning the EFD Governing Board Meeting of September 28, 2005, at 8:17 P.M. Motion passed 5/0.**

**RESPECTFULLY SUBMITTED,**

**Sally Keefe,  
Recording Secretary**