

**Excelsior Fire District
Operating Committee Meeting Minutes
July 13, 2005**

1. Call to Order

City Administrator Sara Irvine called the meeting to order at 3:15 p.m.

Members Present: Fire Chief Mark DuCharme, Shorewood City Administrator Craig Dawson, City Administrator Sara Irvine, Excelsior City Manager Larry Whittaker, Excelsior City Treasurer Clerk Jim Olds and Deephaven City Administrator Dana Young. Greenwood City Administrator Roberta Whipple was absent.

2. Approval of Agenda

Dawson moved to approve the Agenda as written. Young seconded the motion. Motion carried 4-0.

3. Fire Chief Report

a. Monthly Review

Chief DuCharme reported that the Department responded to 389 calls year to date. There were 125 calls in June - with an average of 17.55 Firefighters per call. He initially expressed surprise at the high number of calls in June; but, said that he realized that there were a similar number of calls in July 2004. Dawson mentioned that the response time for June was just over 6 minutes.

b. 2006 Budget

Chief DuCharme reported that all of the member cities except Shorewood had reviewed the proposed 2006 budget without substantive comment. Dawson said the Shorewood City Council would be reviewing it next week. Irvine said one member of the Tonka Bay City Council had asked for a column with projections for the end of 2005; but, the Council and the Operating Committee agreed that this was not necessary. The revised proposed 2006 budget includes an adjustment of 6.62% over 2005. Dawson mentioned that 60% of the Operating Budget for 2006 would be shared by the cities on the basis of tax capacity.

b. Response Time Group

Chief DuCharme reminded the Committee that the Response Time Group meets tomorrow. He said the group will probably recommend that response time be evaluated on the basis of "first truck on the scene" rather than from the call time. Dawson said that the District may have to consider paying a duty crew (of paid volunteer firefighters) to be in the station if the response times cannot meet expectations.

Chief DuCharme also presented the monthly Code Enforcement/Investigation/Fire Prevention report for June. He said that the Department completed 81 inspections in June.

4. Approval of Bills

Motion by Dawson, seconded by Young, to approve the bills through July 13, 2005. Motion carried 4-0.

5. Other Business – None

6. Next Meeting

The next meeting of the Operating Committee is scheduled for Wednesday, August 10, 2005 at 3:00 p.m. The Excelsior Fire District Board will meet July 27, 2005 at 7:00 p.m. Chief DeCharme reviewed the Agenda for that meeting.

7. Adjournment

Motion by Young, seconded by Dawson, to adjourn the meeting at 3:50 p.m. Motion carried 4-0.

Submitted by Laurence E. Whittaker
July Recording Secretary