

**Excelsior Fire District
Operating Committee Meeting Minutes
August 10, 2005**

1. Call to Order

City Administrator Sara Irvine called the meeting to order at 3:07 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, Deephaven City Administrator Dana Young and Greenwood City Administrator Roberta Whipple.

2. Approval of Agenda

Whipple moved to approve the Agenda as written. Dawson seconded the motion.

Motion carried 5-0.

3. Fire Chief Report

a. Monthly Review

Chief DuCharme reported that the Department responded to 92 calls in July. He said there were some storm calls on July 3; but there were not a significant number of calls related to storms. He also said that about 60% of the calls are medical and 40% are fire-related and that he expects about 750-800 calls for the year.

Chief DuCharme said that only Station 2 will be called for medical calls in their service area beginning September 1 – with a goal of having just Station 2 called for all calls (including fire-related calls) by November 1, 2005. Currently, all stations are called for fire-related calls. The calls for Station #1 should decline once this is implemented.

b. 2006 Budget

Chief DuCharme reported that all of the member cities except Tonka Bay had approved the proposed 2006 budget. Irvine said that the City of Tonka Bay will act on the proposed 2006 budget at their August 23, 2005 meeting.

Chief DuCharme said that the Department is discussing the purchase of one or two ATVs to replace existing snowmobiles as they are more versatile. Assistant Chief Dana George is working with the firefighters on this.

4. Approval of Bills

Motion by Dawson, seconded by Whipple, to approve the bills through August 10, 2005. Motion carried 4-0. Chief DuCharme also distributed a year-to-date budget report through July 31, 2005.

5. Other Business

Chief DuCharme reported that members of the Department had helped with two “drive-through” productions – and received some compensation for it.

Whittaker asked about the status of the construction accounts managed by the Shorewood EDA. Dawson said he now expects the accounts to be closed by the end of the year. He also said some expenses had been reclassified – resulting in a transfer of some funds from Station 2 to Station 1. However, the EFD Board has to justify any transfer from one fund to the other since the bond documents require that.

5. Other Business (Continued)

Irvine asked about the status of the SAFER grants. Chief DuCharme said that the peer review of the applications is scheduled for August 15.

Chief DuCharme reported that the Response Time Group had agreed upon an average response time of 8.5 minutes – with a response time of no more than 12 minutes for any one event.

6. Next Meeting

The Excelsior Fire District Board will meet August 24, 2005 at 7:00 p.m. Chief DeCharme reviewed the Agenda for that meeting. He said that the new truck would not be on this Agenda.

7. Adjournment

Motion by Young, seconded by Whittaker, to adjourn the meeting at 3:47 p.m. Motion carried 5-0.

Submitted by Laurence E. Whittaker
Recording Secretary

NOTE: The next meeting of the Operating Committee is scheduled for Wednesday, September 14, 2005 at 3:00 p.m. ????