

October 19, 2016 Prescott Area Fire and EMS Association
Committee Meeting Minutes

Pursuant to due call and proper public notices the Prescott Area Fire and EMS Association Committee met on Wednesday, October 19th at 7:00 pm at the Prescott Fire Hall, 260 Flora St. Prescott WI 54021.

Call to Order/Roll Call: Board Chairperson Dan Johnson called the meeting to order at 7:02pm. Present were Board Members: Lee Olson, Coni Gray, Tricia Shearen and Mike Harriage; Prescott Fire: Chief Tom Lytle, Fire Inspector Steve Findlay; Prescott Dive Team: Ken McNiff; City of Prescott: Holly Mitchell. Greg Goehring arrived later in the meeting.

Changes and Corrections to Agenda: Contracts item 1 will be tabled until the Nov. meeting pending further information.

Olson/Gray motion to approve minutes for September 21, 2016, passed without a negative voice vote.

PUBLIC COMMENTS: There were no public comments.

FINANCE: There is a question on a charge for computer/IT services that Tom will ask Sarah about. The \$1700 that went towards getting the garage doors fixed and in compliance put the budget into the negative for maintenance. \$513 was spent on public education supplies for presentations in the schools for Fire Safety Week.

Shearen/Gray motion to approve Fire and EMS cash balances for September 2016, Budget as of September 2016, and Payables as of September passed without a negative voice vote.

No motion necessary for LifeQuest finance information. No finance information from Fire Recovery yet available. Payment of the bill from Allina for Training in 2014 will be tabled until next meeting pending further information.

CONTRACTS: Item 1 Collections company vendors will be tabled to the November meeting. Regarding the Fire Station roof, in researching numbers for a baseline price consideration, two bids have come in. The company that is doing the city's eco-aware audit came in at \$70,000; Johnson Construction came in at \$57,500 but could potentially be reduced by around \$9,000 for a thinner gauge of metal. Durand Builders will be submitting numbers next week. Cleary and Deco were not interested in the project. These numbers are for full roof replacement as the current state of the roof has been deemed to not be repairable. Insulation replacement and snow stops are also considered. It has not been determined who will be paying for the roof at this time, but the city would use the bids received by the Fire Department if they take on the cost.

Olson/Shearen motion to direct and authorize the Fire Chief to obtain at least three formal bids for roof replacement, insulation and snow stops passed without a negative voice vote.

Fire Station 2 in Oak Grove has developed mold in and on the fire trucks due to a vapor locked environment and lack of air movement. The Town of Oak Grove has approved up to \$3000 toward the purchase of a commercial dehumidifier with any balance beyond \$3000 to be paid by the Association. Assistant Chief Johnson is researching dehumidifiers and may recommend getting two smaller units to have air exchange at different levels within the space. There are firefighters qualified to do the installation. When the station was built, they did install a 200 CFM fan that was meant to be on 24/7, but it is not on 24/7. There are also 3 paddle fans. The engineer recommended against an air exchanger and recommended dehumidification.

Shearen/Olson motion to accept the \$3000 from Oak Grove and approve spending up to an additional amount not to exceed \$1000 for supplies and installation passed without a negative voice vote.

CHIEF'S REPORT: Ambulance Director Rixmann had a schedule conflict and was unable to be in attendance.

CHIEF'S REPORT: Fire Chief Lytle reports the Fire boat is scheduled to come out of the water on November 7th. They have received and application for membership from a person with experience; there are currently two openings for a total of 40 firefighters. Greg Goehring spoke about the Transfer of Service Award program stating that the options are to remain with Horton Group with a guaranteed increase of 3% or change to a more aggressive fund like what Ellsworth has (Perflex?), all of which are through the state and all are budget neutral, the main difference is in the convenience of the payout process for which the current program has been found to be very cumbersome. The firefighters will make a decision between now and the November meeting. This will not need Board approval as all choices are budget neutral and the Board will be in an advisory role only on this. Staff payroll to be submitted to the city. There is some discussion regarding dispatch not paging the Fire Department to a car accident as the Police Department did not request Fire Service.

FIRE INSPECTIONS: Fire Inspector Findlay is requesting guidance on billing specific properties that fell behind in their fire compliance due to extenuating circumstances like death of property owner, etc. He is concerned with balancing consistency with fairness. The Board feels that special consideration may be made in extenuating circumstances at the discretion of the Inspector, but that any variance from normal practices needs to be documented with reasons and the board notified. Also requiring consideration are Fire inspections of new construction and what fees should be charged for these. The board agrees that we should have a fee structure to remain consistent from project to project and so we can notify developers at the beginning of construction as to what they can expect and plan for. The Board instructs Fire Inspector Findlay to create a Fee Structure for Fire Inspections of New Construction for presentation at a future meeting. Inspector Findlay reports that the majority of the initial inspections are complete and now we are working on re-inspects. City code requires Knox boxes on businesses with general alarms that are about \$200.00 per product. The Fire Inspector has authority in the townships by state statute that supersedes any and all local and municipal regulations. Collections of Fire Inspection Fees is behind as we transferred to billing based on square footage and needed to obtain the proper square footages of all properties prior to billing. In light of billing being backed up due to this, delinquent Fire Inspection Fees will not be rolled into the tax roll this year.

DIVE: Ken McNiff reports that the dive team completed training in Spring Valley and is considering purchasing weight harnesses. There is discussion of an extra heart monitor that the dive team would like to sell on e-bay.

OTHER BUSINESS: Fire Department elections will be in November. Oak Grove Township would like to open Station 2 for use during elections. Update of the Prescott representative for the River Falls Ambulance Commission relays that the appointed representative and the River Falls Association have not formally connected as of yet.

NEXT MEETING: will be Wednesday November 16, 2016 at 7pm at the Prescott Fire Hall, 260 Flora St. Prescott WI54021.

Shearen/Gray motion to adjourn passed without a negative voice vote.

Respectfully Submitted,

Holly Mitchell
Administrative Assistant
Prescott Fire and EMS Association
City of Prescott