



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

Phone: (651) 552-4176 • FAX: (651) 552-4195

www.southmetrofire.com

AGENDA BOARD OF DIRECTORS MEETING

Meeting Date: July 17, 2024, at 4:30 PM
Meeting Place: West St. Paul, Lobby Conference Room

- I. Roll Call
Board Members: Berry, Francis, Napier, Seaberg, Wippermann
- II. Adopt Agenda
- III. Communications/Recognitions
- IV. Consent Agenda
 - a. [June 12, 2024, Meeting Minutes](#)
 - b. [June 2024 List of Claims](#)
 - c. [June 2024 Bank Reconciliation](#)
 - d. [June 2024 Month End Budget Report](#)
 - e. [June 2024 Run Summary Report](#)
- V. Committee Reports
 - a. None
- VI. Agenda Items
 - a. [FEMA Grant](#)
 - b. [Updates](#)
- VII. Public Comment
- VIII. Adjourn

Next Regular Meeting – August 21, 2024, West St. Paul

MINUTES

SOUTH METRO FIRE DEPARTMENT BOARD OF DIRECTORS

Wednesday, June 12, 2024

South St Paul Training Room

Members Present: David Napier, Dennis Wippermann, Wendy Berry, Tom Seaberg, James Francis

Also Present: Chief Juelfs, M Erickson, Ryan Garcia, S Seal, T Johnson, C Stark

The meeting was called to order at 4:30 p.m.

ADOPT AGENDA

Motion was made to adopt the Agenda by Francis; seconded by Wippermann
Motion carried.

COMMUNICATIONS/RECOGNITIONS

Captain Mike Nelson's letter of resignation

CONSENT AGENDA

Motion was made to approve the Consent Agenda by Napier; seconded by Berry.
Motion carried.

COMMITTEE REPORTS

None

AGENDA ITEMS

2025 Preliminary Budget

Chief presented the Preliminary budget worksheet with an explanation of revenues and expenditures. The proposed 2025 budget will be increased by 8.4%. 90% of this increase is attributed to the personnel services. The remaining 10% increase derives from increases in supplies and other services. The 2025 budget for all accounts results in an increase to each city of .9% or \$24,268. The total contribution from each City is \$2,855,213.

Motion was made to approve the 2025 Preliminary Budget by Napier; seconded by Francis.
Motion carried.

Advance Notice Resignation Program

Chief Juelfs is proposing implementing an Advanced Resignation Program. This program will pay an employee a monetary incentive if they give the department advanced notice of their intent to leave. A minimum of 90 days the amount would be \$750.00 or 180 days the incentive would be \$1500.00 payable on their final paycheck. The incentives would be paid out of the severance pay budget category.

Motion was made to approve the Advance Resignation Program by Berry; seconded by Seaberg.

Motion carried.

MHealth Fairview Contract Amendment

Our firefighters have experienced needle sticks as well as other exposures. The current method of treatment has been substandard. MHealth offers a variety of occupational health services to partnering organizations. Chief Juelfs recommends amending the contract with MHealth to include infectious disease exposure assessments and treatments which will benefit our staff when an incident occurs.

Motion was made to amend the MHealth Fairview BLS contract to include treatments for Infectious Disease Exposures by Francis; seconded by Napier.

Motion carried.

PUBLIC COMMENT

None

MOTION TO ADJOURN

Motion to adjourn by Berry; seconded by Francis.

Motion carried.

The next regular meeting is scheduled on July 17, 2024 at 4:30 pm in West St. Paul

Respectfully submitted by:

Deb Wheeler

SOUTH METRO FIRE

Summary of List of Claims
Board Meeting of July 17, 2024

PAYROLL CHECK REGISTER:

Payroll Period	5/27 - 6/9		
Date Paid	6/14/2024		
Direct Deposit		\$	137,117.04
Payroll Period	6/10 - 6/23		
Date Paid	6/28/2024		
Direct Deposit		\$	122,745.82
Payroll Period	6/24 - 7/7		
Date Paid	7/12/2024	\$	124,668.46
Direct Deposit			

TOTAL NET PAYROLL

\$ 384,531.32

DISBURSEMENT CHECK REGISTER:

Checks	11474 -11520	\$	167,138.42
EFTS	2881 - 2916	\$	459,816.36

TOTAL DISBURSEMENT CHECKS

\$626,954.78

TOTAL PAYROLL, DISBURSEMENTS, ACH'S

\$1,011,486.10

Payment Register

From Payment Date: 6/10/2024 - To Payment Date: 7/8/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
Check									
11474	06/17/2024	Open			Accounts Payable	ANCOM TECHNICAL CENTER	\$24.12		
11475	06/17/2024	Open			Accounts Payable	BOUND TREE MEDICAL	\$152.90	\$152.90	\$0.00
11476	06/17/2024	Open			Accounts Payable	CDW Government	\$4,792.05	\$4,792.05	\$0.00
11477	06/17/2024	Open			Accounts Payable	Echo Data Analytics	\$6,000.00	\$6,000.00	\$0.00
11478	06/17/2024	Open			Accounts Payable	EMERGENCY APPARATUS MAINTENANC	\$17,041.61	\$17,041.61	\$0.00
11479	06/17/2024	Open			Accounts Payable	GALLS, LLC	\$1,113.35	\$1,113.35	\$0.00
11480	06/17/2024	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$231.25	\$231.25	\$0.00
11481	06/17/2024	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,635.40		
11482	06/17/2024	Open			Accounts Payable	Linde Gas and Equipment	\$470.45	\$470.45	\$0.00
11483	06/17/2024	Open			Accounts Payable	NAPA	\$7.30	\$7.30	\$0.00
11484	06/17/2024	Open			Accounts Payable	PS Trax	\$5,600.00	\$5,600.00	\$0.00
11485	06/17/2024	Open			Accounts Payable	S ST PAUL/CITY OF	\$5,574.69	\$5,574.69	\$0.00
11486	06/17/2024	Open			Accounts Payable	STANDARD INSURANCE COMPANY	\$1,361.85	\$1,361.85	\$0.00
11487	06/17/2024	Open			Accounts Payable	Target Solutions Learning, LLC	\$4,248.90	\$4,248.90	\$0.00
11488	06/17/2024	Open			Accounts Payable	US Bank Equipment Finance	\$128.70	\$128.70	\$0.00
11489	06/18/2024	Open			Accounts Payable	Berry/ Wendy	\$100.00	\$100.00	\$0.00
11490	06/18/2024	Open			Accounts Payable	Francis, James	\$100.00	\$100.00	\$0.00
11491	06/18/2024	Open			Accounts Payable	Napier/ David	\$100.00	\$100.00	\$0.00
11492	06/18/2024	Open			Accounts Payable	Seaberg, Thomas	\$100.00	\$100.00	\$0.00
11493	06/18/2024	Open			Accounts Payable	WIPPERMANN/DENNIS	\$100.00	\$100.00	\$0.00
11494	07/01/2024	Open			Accounts Payable	APPELHOLM/ANGELINE	\$69.99		
11495	07/01/2024	Open			Accounts Payable	ASPEN MILLS	\$572.45		
11496	07/01/2024	Open			Accounts Payable	AT&T MOBILITY	\$1,038.17		
11497	07/01/2024	Open			Accounts Payable	BURNSVILLE/CITY OF	\$1,615.95		
11498	07/01/2024	Open			Accounts Payable	CARDMEMBER SERVICES	\$10,726.85		
11499	07/01/2024	Open			Accounts Payable	CDW Government	\$750.60		
11500	07/01/2024	Open			Accounts Payable	Conley/Robert	\$570.75		
11501	07/01/2024	Open			Accounts Payable	DAKOTA COUNTY TREASURER	\$1,819.74		
11502	07/01/2024	Open			Accounts Payable	DELL MARKETING L.P.	\$5,502.46		
11503	07/01/2024	Open			Accounts Payable	Further	\$107.45		
11504	07/01/2024	Open			Accounts Payable	GALLS, LLC	\$336.79		
11505	07/01/2024	Open			Accounts Payable	HENRY SCHEIN	\$35.13		
11506	07/01/2024	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 1059	\$263.10		
11507	07/01/2024	Open			Accounts Payable	INT'L ASSN FIREFIGHTERS 724	\$1,635.40		
11508	07/01/2024	Open			Accounts Payable	KREMER SPRING,ALIGNMENT & BODY	\$4,566.10		
11509	07/01/2024	Open			Accounts Payable	LOCAL GOVERNMENT INFORMATION	\$4,399.00		
11510	07/01/2024	Open			Accounts Payable	MacQueen Emergency Group	\$115.63		
11511	07/01/2024	Open			Accounts Payable	Minnesota Driver and Vehicle Services	\$30.50		
11512	07/01/2024	Open			Accounts Payable	MINNESOTA FIRE SERVICE CERTIFICATION BOARD	\$441.00		
11513	07/01/2024	Open			Accounts Payable	NAPA	\$45.07		
11514	07/01/2024	Open			Accounts Payable	NINTH BRAIN	\$118.74		
11515	07/01/2024	Open			Accounts Payable	North Country	\$27,177.10		
11516	07/01/2024	Open			Accounts Payable	OXYGEN SERVICE COMPANY	\$150.64		

Payment Register

From Payment Date: 6/10/2024 - To Payment Date: 7/8/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
11517	07/01/2024	Open			Accounts Payable	POMP'S TIRE	\$404.00		
11518	07/01/2024	Open			Accounts Payable	Rihm Kenworth	\$138.84		
11519	07/01/2024	Open			Accounts Payable	VIA Actuarial Solutions	\$467.00		
11520	07/01/2024	Open			Accounts Payable	WEST ST PAUL/CITY OF	\$55,157.40		
Type Check Totals:							\$167,138.42	\$47,223.05	\$0.00
1-ANCHOR BAN - ANCHOR BANK Totals									

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$167,138.42	\$47,223.05
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$167,138.42	\$47,223.05

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$167,138.42	\$47,223.05
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$167,138.42	\$47,223.05

Grand Totals:

Checks	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$167,138.42	\$47,223.05
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$167,138.42	\$47,223.05

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	47	\$167,138.42	\$47,223.05
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	47	\$167,138.42	\$47,223.05

Payment Register

From Payment Date: 5/21/2024 - To Payment Date: 7/8/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
1-ANCHOR BAN - ANCHOR BANK									
EFT									
2881	05/31/2024	Open			Accounts Payable	I C M A RETIREMENT CORP	\$2,365.00	\$2,365.00	\$0.00
2882	05/31/2024	Open			Accounts Payable	IRS - PR TAXES	\$27,772.48	\$27,772.48	\$0.00
2883	05/31/2024	Open			Accounts Payable	MN CHILD SUPPORT	\$355.79	\$355.79	\$0.00
2884	05/31/2024	Open			Accounts Payable	MN DEPT OF REVENUE	\$9,073.76	\$9,073.76	\$0.00
2885	05/31/2024	Open			Accounts Payable	MSRS	\$450.00	\$450.00	\$0.00
2886	05/31/2024	Open			Accounts Payable	MSRS - HCSP	\$3,039.10	\$3,039.10	\$0.00
2887	05/31/2024	Open			Accounts Payable	NATIONWIDE	\$2,550.00	\$2,550.00	\$0.00
2888	05/31/2024	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$58,766.67	\$58,766.67	\$0.00
2889	05/31/2024	Open			Accounts Payable	Further	\$1,666.64	\$1,666.64	\$0.00
2890	06/04/2024	Open			Accounts Payable	Further	\$211.70	\$211.70	\$0.00
2891	06/04/2024	Open			Accounts Payable	HIGHER STANDARDS	\$71.41	\$71.41	\$0.00
2892	06/04/2024	Open			Accounts Payable	HEALTHPARTNERS	\$40,033.82	\$40,033.82	\$0.00
2893	06/17/2024	Open			Accounts Payable	I C M A RETIREMENT CORP	\$2,065.00	\$2,065.00	\$0.00
2894	06/17/2024	Open			Accounts Payable	IRS - PR TAXES	\$30,723.61	\$30,723.61	\$0.00
2895	06/17/2024	Open			Accounts Payable	MN CHILD SUPPORT	\$355.79	\$355.79	\$0.00
2896	06/17/2024	Open			Accounts Payable	MN DEPT OF REVENUE	\$9,815.48	\$9,815.48	\$0.00
2897	06/17/2024	Open			Accounts Payable	MN II LIFE -- HSA	\$1,057.37	\$1,057.37	\$0.00
2898	06/17/2024	Open			Accounts Payable	MSRS	\$1,699.80	\$1,699.80	\$0.00
2899	06/17/2024	Open			Accounts Payable	MSRS - HCSP	\$2,964.28	\$2,964.28	\$0.00
2900	06/17/2024	Open			Accounts Payable	NATIONWIDE	\$2,900.00	\$2,900.00	\$0.00
2901	06/17/2024	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$58,065.41	\$58,065.41	\$0.00
2902	06/17/2024	Open			Accounts Payable	Further	\$65,641.66	\$65,641.66	\$0.00
2903	06/28/2024	Open			Accounts Payable	I C M A RETIREMENT CORP	\$1,200.00	\$1,200.00	\$0.00
2904	06/28/2024	Open			Accounts Payable	IRS - PR TAXES	\$25,140.86	\$25,140.86	\$0.00
2905	06/28/2024	Open			Accounts Payable	MN CHILD SUPPORT	\$355.79		
2906	06/28/2024	Open			Accounts Payable	MN DEPT OF REVENUE	\$8,186.96	\$8,186.96	\$0.00
2907	06/28/2024	Open			Accounts Payable	MN II LIFE -- HSA	\$1,057.37		
2908	06/28/2024	Open			Accounts Payable	MSRS	\$375.00		
2909	06/28/2024	Open			Accounts Payable	MSRS - HCSP	\$2,939.25		
2910	06/28/2024	Open			Accounts Payable	NATIONWIDE	\$3,000.00	\$3,000.00	\$0.00
2911	06/28/2024	Open			Accounts Payable	PUBLIC EMPLOYEES RETIRE ASSN	\$55,457.91	\$55,457.91	\$0.00
2912	06/30/2024	Open			Accounts Payable	CLOVER	\$16.17	\$16.17	\$0.00
2913	06/30/2024	Open			Accounts Payable	OLD NATIONAL BANK	\$131.16	\$131.16	\$0.00
2914	07/05/2024	Open			Accounts Payable	HIGHER STANDARDS	\$54.20		
2915	07/05/2024	Open			Accounts Payable	HEALTHPARTNERS	\$38,883.42		

Payment Register

From Payment Date: 5/21/2024 - To Payment Date: 7/8/2024

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
2916	07/05/2024	Open			Accounts Payable	AFLAC	\$1,373.50		
Type EFT Totals:							\$459,816.36	\$414,777.83	\$0.00
1-ANCHOR BAN - ANCHOR BANK Totals									

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	36	\$459,816.36	\$414,777.83
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	36	\$459,816.36	\$414,777.83

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	36	\$459,816.36	\$414,777.83
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	36	\$459,816.36	\$414,777.83

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	36	\$459,816.36	\$414,777.83
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	36	\$459,816.36	\$414,777.83

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	36	\$459,816.36	\$414,777.83
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	36	\$459,816.36	\$414,777.83

**South Metro Fire Department
BANK RECONCILIATION
June 30, 2024**

Old National Bank

Ending Balance - Checking	\$	962,286.16
Outstanding Disbursement Checks		(7,231.18)
DIT		
Adjustments:		
RECONCILED BALANCE	\$	955,054.98

CITY TREASURER'S BALANCE:

Previous Month's Reconciled Balance	\$	831,277.28
Daily Receipts Posted		759,609.23
Disbursement Checks Issued		(375,908.67)
Payroll Checks and Direct Deposits		(259,922.86)
Journal Entries		
Rev Prior Month Adj:		
AFLAC not entered		
RECONCILED BALANCE	\$	955,054.98

CASH ACCOUNT BALANCE:

	\$	955,054.98
AFLAC not entered		
RECONCILED BALANCE	\$	955,054.98

Cash by Fund:

		Beginning Balance	Net Activity	Ending Balance
General Fund	101-10101	51,726.10	94,425.45	146,151.55
Grant Fund	201-10100	34,212.46	4,685.41	38,897.87
Fire Assistance Fund			-	
Debt Service Fund	301-10101	46,663.84	-	46,663.84
Capital Fund	401-10101	700,048.39	23,293.33	723,341.72
	Total	832,650.79	122,404.19	955,054.98



Account Classification	Adopted Budget	Current Month Transactions	YTD Transactions	YTD Balance	% used/ Rec'd	Prior Year YTD Balance
Fund 101 - General Fund						
REVENUE						
Taxes	1,938,696.00	.00	79,228.52	1,859,467.48	4%	1,152,460.68
Intergovernmental Revenues	243,666.00	1,074.66	42,981.41	200,684.59	18%	273,772.90
Charges for Services	6,039,822.00	150.00	2,980,522.31	3,059,299.69	49%	2,384,411.35
Other Revenue	56,000.00	.00	17,933.34	38,066.66	32%	32,609.50
Other Financing Sources	.00	.00	.00	.00	+++	.00
REVENUE TOTALS	\$8,278,184.00	\$1,224.66	\$3,120,665.58	\$5,157,518.42	38%	\$3,843,254.43
EXPENSE						
Personal Services	7,332,449.00	512,012.96	3,657,863.37	3,674,585.63	50%	3,553,008.26
Supplies	238,677.00	2,524.32	52,868.83	185,808.17	22%	95,191.13
Contractual Services	446,114.00	8,806.80	185,397.34	260,716.66	42%	212,746.31
Other Charges	260,944.00	36,616.14	131,178.10	129,765.90	50%	67,418.63
Capital Outlay	.00	.00	.00	.00	+++	.00
Debt Service	.00	.00	.00	.00	+++	.00
Other Financing Uses	.00	.00	130,712.00	(130,712.00)	+++	(100,901.35)
EXPENSE TOTALS	\$8,278,184.00	559,960.22	4,158,019.64	\$4,120,164.36	50%	\$3,827,462.98
Fund 101 - General Fund Totals						
REVENUE TOTALS	8,278,184.00	1,224.66	3,120,665.58	5,157,518.42	38%	3,843,254.43
EXPENSE TOTALS	8,278,184.00	559,960.22	4,158,019.64	4,120,164.36	50%	3,827,462.98
Fund 101 - General Fund Totals	\$0.00	(\$558,735.56)	(\$1,037,354.06)	\$1,037,354.06		\$15,791.45
Fund 201 - Grant Fund						
REVENUE						
Intergovernmental Revenues	.00	.00	.00	.00	0%	.00
REVENUE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
EXPENSE						
Contractual Services	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Fund 301 - Debt Service						
REVENUE						
Intergovernmental Revenues	186,650.00	.00	(45,612.50)	232,262.50	-24%	136,837.50
REVENUE TOTALS	\$186,650.00	.00	(45,612.50)	\$232,262.50	+++	\$136,837.50
EXPENSE						
Contractual Services	186,650.00	.00	.00	186,650.00	+++	182,450.00
EXPENSE TOTALS	\$186,650.00	.00	.00	\$186,650.00	+++	\$182,450.00
Fund 301 - Debt Totals						
REVENUE TOTALS	186,650.00	.00	(45,612.00)	232,262.00	+++	136,837.50
EXPENSE TOTALS	186,650.00	.00	.00	186,650.00	+++	182,450.00
Fund 301 - Debt Totals	\$0.00	\$0.00	(\$45,612.00)	\$45,612.00		(\$45,612.50)
Fund 401 - Capital Projects						
REVENUE						
Intergovernmental Revenues	.00	.00	.00	.00	0%	.00
Charges for Services	224,684.00	.00	112,341.52	112,342.48	50%	117,022.50
Other Revenue	.00	.00	.00	.00	+++	.00
Other Financing Sources	.00	.00	130,712.00	.00	+++	.00
REVENUE TOTALS	\$224,684.00	\$0.00	\$243,053.52	\$112,342.48		\$117,022.50
EXPENSE						
Motor Vehicles	367,000.00	.00	2,602.19	364,397.81	1%	(1,296,042.49)
Office Equipment	77,302.00	4,792.05	45,169.85	32,132.15	58%	48,576.07
Other Equipment	208,700.00	.00	161,607.08	47,092.92	77%	91,167.00
EXPENSE TOTALS	\$653,002.00	\$4,792.05	\$209,379.12	\$443,622.88	32%	(\$1,156,299.42)
Fund 401 - Capital Projects						
REVENUE TOTALS	224,684.00	.00	243,053.52	(18,369.52)	108%	(30,687.85)
EXPENSE TOTALS	653,002.00	4,792.05	209,379.12	443,622.88	32%	(1,156,299.42)
Fund 401 - Capital Projects	(\$428,318.00)	(\$4,792.05)	\$33,674.40	(\$461,992.40)		\$1,125,611.57
Grand Totals						
REVENUE TOTALS	8,689,518.00	1,224.66	3,364,769.10	5,324,748.90	39%	3,949,404.08
EXPENSE TOTALS	9,117,836.00	564,752.27	4,367,398.76	4,750,437.24	48%	2,853,613.56
Grand Totals	(\$428,318.00)	(\$563,527.61)	(\$1,002,629.66)	\$574,311.66		\$1,095,790.52



2024 Run Summary

South Metro Fire Department

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTAL	2023 YTD TOTAL
FIRE INCIDENTS														
111 Building fire	2	3	5	9	7	5							31	17
112 Fire in structure other than in a building													0	
113 Cooking fire, confined to container	1	1	2										4	1
114 Chimney fire													0	
116 Fuel													0	
118 Trash	1												1	3
121 Fire in mobile home used as fixed residence													0	
130 Mobile property (vehicle) fire, other													0	2
131 Passenger vehicle fire	1		1	1		2							5	1
132 Road Freight or transport vehicle fire						1							1	2
133 Rail vehicle fire													0	
134 Water vehicle fire													0	1
135 Aircraft Fire													0	2
138 Off-road vehicle or heavy equipment fire													0	2
142 Brush or bursh & grass mixture fire		1	3	1	1								6	
143 Grass Fire													0	2
151 Outside rubbish fire		1	3		3								7	
154 Dumpster fire		1				2							3	4
163 Outside equipment fire			1	1									2	5
	5	7	15	12	11	10	0	0	0	0	0	0	60	42
OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT (NO FIRE)														
200 Overpressure rupture, explosion, overheat other					1								1	
243 Fireworks explosion (no fire)													0	
251 Excessive heat, scorch burns with no ignition	6	4	4	2	6	5							27	37
	6	4	4	2	7	5	0	0	0	0	0	0	28	37
RESCUE & EMERGENCY MEDICAL SERVICE														
311 Medical assist, assist EMS crew		1											1	
321 EMS call, excluding vehicle accident with injury	525	452	487	517	501	462							2944	2762
322 Motor vehicle accident with injuries	3	6	7	10	7	11							44	51
323 Motor vehicle/pedestrian accident (MV Ped)	3			1	1	1							6	3
324 Motor vehicle accident with no injuries.	3	2	2	1	6								14	16
341 Search for person on land						1							1	
350 Extrication, rescue, other													0	1
352 Extrication of victims from vehicle													0	
353 Removal of victim(s) from stalled elevator	1		1	3	2	3							10	7
355 Confined Space Rescue													0	
357 Extrication of victim(s) from machinery													0	
360 Water & ice related rescue, other		1				2							3	
361 Swimming/recreational water areas rescue													0	
362 Ice Rescue													0	
365 Watercraft rescue			1										1	
372 Trapped by power lines0													0	
381 Rescue or EMS standby					3								3	
	535	462	498	532	520	480	0	0	0	0	0	0	3027	2840
HAZARDOUS CONDITION (NO FIRE)														
400 Hazardous condition, other													0	2
411 Gasoline or other flammable liquid spill					2								2	2
412 Gas leak (natural gas or LPG)	2	1	2	5	3	5							18	19
413 Oil spill				1									1	1
421 Chemical hazard (no spill or leak)					1								1	1
422 Chemical spill or leak													0	1
424 Carbon monoxide incident	2	1	1	1		4							9	9
440 Electrical equipment problem		1	1	1	3	5							11	5
442 Overheated motor		1	1		2									
444 Power line down	2			1	5	2							10	37
445 Arch, shorted electrical equipment	1	1	1	1		2							6	21
460 Potential accident													0	1
461 Building or structure weakened or collapsed													0	1
462 Aircraft standby													0	
463 Vehicle accident, cleanup		1											1	1
471 Explosive, bomb removal													0	
481 Attempt to burn													0	
	7	6	6	10	16	18	0	0	0	0	0	0	63	101
SERVICE CALL														
500 Service Call, other		1											1	
510 Person in distress, other						3							3	3
519 Person in distress													0	
520 Water problem, other				1		1							2	1
522 Water or steam leak	1	1											2	1
531 Smoke or odor removal	1			1									2	3
542 Animal Rescue					3	8							3	
551 Assist police or other governmental agency	10	17	14	9	14	5							69	45
553 Public service	3	2	1	3	3	18							30	36
554 Assist invalid	41	41	68	47	49	46							292	227
561 Unauthorized burning	1	1	9	6	3	7							27	19
	57	63	92	67	72	88	0	0	0	0	0	0	439	335



2024 Run Summary

South Metro Fire Department

	January	February	March	April	May	June	July	August	September	October	November	December	YTD TOTAL	2023 YTD TOTAL
GOOD INTENT CALL														
600 Good intent call, other	3		3	4	2	1							13	9
611 Dispatched & canceled en route	10	7	12	10	22	15							76	95
621 Wrong location													0	1
622 No incident found on arrival at dispatch address	6	8	8	4	6	6							38	50
631 Authorized controlled burning	2	2	2		1								7	4
650 Steam, gas, other mistaken for smoke				1									1	
651 Smoke scare, odor of smoke		2	4	2	1	2							11	22
652 Steam, vapor, fog or dust thought to be smoke	3												3	1
653 Smoke from barbeque, tar kettle													0	
661 EMS call, party transported by non-fire agency (661)													0	
671 HazMat release investigation w/no HazMat	2	3	6	9	3	4							27	16
	26	22	35	30	35	28	0	0	0	0	0	0	176	198
FALSE ALARM & FALSE CALL														
700 False alarm or false call, other	1				2								3	1
710 Malicious false call		2				1							3	2
714 Central Station, malicious false alarm			1	1		2							4	2
715 Local alarm system, malicious false call	1			1	1	2							5	14
721 Bomb scare - no bomb				1									1	
730 System malfunction, other					1								1	1
731 Sprinkler activation due to malfunction	4		3	1	4								12	4
732 Extinguishment system activation malfunction													0	
733 Smoke detector activation due to malfunction	3	3	1	3	8	5							23	19
735 Alarm system sounded due to malfunction	8	5	4	3	3	2							25	22
736 CO detector activation due to malfunction	5	3	1	1		2							12	8
740 Unintentional transmission of alarm, other				1									1	
741 Sprinkler activation, no fire - unintentional			1	1									2	3
743 Smoke detector activation, unintentional	8	1	3	4	3	3							22	22
744 Detector activation, no fire - unintentional		1	1	2	1	1							6	2
745 Alarm system activation, no fire - unintentional	1	4		4	4	5							18	26
7451 False Alarm	8	8	7	10	12	12							57	45
746 Carbon monoxide detector activation, no CO	2	2	4	1	4	1							14	10
	41	29	26	34	43	36	0	0	0	0	0	0	209	181
SEVERE WEATHER & NATURAL DISASTER														
814 Lightning strike (no fire)													0	1
	0	0	0	0	0	0	0	0	0	0	0	0	0	1
SPECIAL INCIDENT TYPE														
900 Special type of incident, other				2									2	0
911 Citizen Complaint				1		1							2	4
	0	0	0	1	0	1	0	0	0	0	0	0	2	4
Not Reported	1	3											4	2
	1	3	0	0	0	0	0	0	0	0	0	0	4	2
MONTHLY RUN TOTAL	678	596	676	688	704	666	0	0	0	0	0	0	4008	3744
BLS Transports	168	169	188	185	167	160							1037	940



SOUTH METRO FIRE DEPARTMENT

1650 Humboldt Avenue • West St. Paul MN 55118

Phone: (651) 552-4176 • FAX: (651) 552-4195

www.southmetrofire.com

DATE: July 17, 2024

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **Acceptance of FEMA Grant**

Summary:

In March of 2024, South Metro staff applied for a FEMA Assistance to Firefighters Grant to install a diesel exhaust extraction system in station 1. A similar system was installed in station 2 during the 2023 remodel. The total cost of the project is estimated at \$97,972. This grant required a 10% match therefore, staff requested a grant amount of \$89,065.45. We were notified on July 12th, 2024, that we have been awarded the amount of \$50,909.09 dollars for this project. Per the JPA the Cities are responsible for building repairs and maintenance. I have spoken with the City of West St. Paul, and they are willing to fund the balance of the project that is not supported by the grant award.

Budget Impact:

No budget impact to the South Metro Fire Department

Recommendation:

Approve acceptance of the FEMA grant

Attachments:

None



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DATE: July 17, 2024

TO: President and Board

FROM: Mark Juelfs, Fire Chief

RE: **General Updates**

Summary:

Below are updates on some current topics:

Captain Promotion – With the departure of Captain Nelson, the Department had a need to fill his open position. We recently completed a Captain's promotional process and selected the top candidate from that list. I am happy to announce that Billy Brandecker was promoted to Fire Captain effective July 8th.

Hiring – We are in the process of backgrounding several candidates for our three Firefighter openings. The new Firefighters will start on September 30th of this year.