

Fire Protection Timeline

^ Pine City Notes || * Rock Creek Notes || ~ Rush City Notes

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|--|-------------------|
| * 2022 March 23:
Special Town Meeting Jurisdictions Subject to Fire Contract Proposal
Pine City Township Hall Dan Saumer | <i>Attach. 26</i> |
| * 2022 April 20:
Fire Service Meeting @ Pine City Township Hall Dan Saumer | <i>Attach. 27</i> |
| * 2022 May 18:
Fire Service Meeting @ Pine City Township Hall Dan Saumer | |
| * 2022 June 15:
Special Town Meeting Fire Service @ Pine City Township Hall Dan Saumer | <i>Attach. 28</i> |
| * 2022 August 17:
Fire Service Meeting @ Pine City Township Hall Dan Saumer | |
| * 2022 September 21:
Fire Service Meeting @ Pine City Township Hall Dan Saumer | <i>Attach. 29</i> |
| * 2022 October 19:
Fire Service Meeting @ Pine City Township Hall Dan Saumer | |
| * 2022 October 26:
Fire Service Meeting @ Pine City Township Hall Dan Saumer | |
| * 2022 November 16:
Special Town Meeting Fire Service @ Pine City Township Hall Dan Saumer | <i>Attach. 30</i> |
| * 2023 January 18:
Fire Service Meeting @ Chengwatana Township Hall Dan Saumer | |
| * 2023 February 15:
Special Town Meeting Fire Service @ Pine City Township Hall Dan Saumer | <i>Attach. 31</i> |
| * 2023 April 19: Duplicate from First Timeline
Fire District Committee Meeting @ Pine City Township Hall Dan Saumer | <i>Attach. 32</i> |
| * 2023 April 26:
Fire Department Planning Study Grant Letter | <i>Attach. 33</i> |
| * 2023 May 17: Duplicate from First Timeline
Fire District Committee Meeting @ Pine City Township Hall Dan Saumer | <i>Attach. 34</i> |

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- * 2023 | May 30:** *Attach. 35*
Royalton Township
Resolution in Support for the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township to submit a grant application for the service Planning Program.
-
- * 2023 | June 6:** *Attach. 36*
Pine City Township
Resolution in Support for the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township to submit a grant application for the service Planning Program.
-
- * 2023 | June 7:** *Attach. 37*
City of Pine City
Resolution in Support for the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township to submit a grant application for the service Planning Program.
-
- * 2023 | June 09:** *Attach. 38*
Pokegama Township
Resolution in Support for the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township to submit a grant application for the service Planning Program.
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- * 2023 | June 21:** *Duplicate from First Timeline* *Attach. 39*
Fire District Committee Meeting @ Pine City Township Hall || Dan Saumer
-
- * 2023 | July 19:** *Duplicate from First Timeline* *Attach. 40*
Fire District Committee Meeting @ Pine City Township Hall || Dan Saumer
-
- * 2023 | July 19:** *Attach. 41*
City of Pine City Letter
-
- * 2023 | August 15:** *Attach. 42*
Email from Carl Pederson, City of Pine City Mayor, to Tammy Carlson, Pine City Township Clerk
-
- * 2023 | August 16:** *Duplicate from First Timeline* *Attach. 43*
Fire District Committee Meeting @ Pine City Township Hall || Dan Saumer
-
- * 2023 | October 18:**
Fire District Committee Meeting @ Pine City Township Hall || Dan Saumer
-
- * 2023 | November 15:** *Duplicate from First Timeline* *Attach. 44*
Fire District Committee Meeting @ Pine City Township Hall || Dan Saumer

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~ 2023 | February 08:

Rush City Fire Chief, Mayor, Council member Dan Meyer, and City Admin. met at Rush City Hall with members of Rock Creek City Council. Explained issues with Pine City and discussed possibility of Rush City Fire covering 100% of Rock Creek, if needed.

~ 2023 | February 13:

Rush City Council meeting. Rock Creek Council members attended and explained situation in Pine City Fire's district and the possibility of surrounding townships creating their own district. Discussed possibility of Rush City Fire covering 100% of Rock Creek, if needed.

~ 2023 | March - July:

Rush City staff provided information to Rock Creek staff regarding Rush City fire call history, equipment lists, budgets, mutual aid calls, and estimated costs to Rock Creek for additional fire coverage.

* 2023 | March 06:

Attach 00

Ashley Rauschnot met with Tom Miller and Scott Hildebrand to gather information on budget numbers and how everything is calculated to add information to the slideshow.

Trying to compare numbers for both Rush City and Pine City Fire Department's budgets is almost impossible. Each department uses a completely different formula. After comparing numbers, it would not make sense for either department to use the same formula or everybody would end up paying more.

Rush City's formula is more volatile and could change up or down from year to year more drastically. Pine City's formula has only gone up, never down.

~ 2023 | April 5:

Rush City Fire Chief and City Admin. met at Rock Creek City Hall with staff and members of the Rock Creek City Council. Reviewed/discussed information provided by Rush City.

* 2023 | April 19:

Attach. 01

Fire District Meeting @ Pine City Township Hall || Dan Saumer

* 2023 | May 03:

Attach. 02

Email from Grantsburg Fire Chief Cory Barnette sent to Rock Creek City Council Members.

* 2023 | May 17:

Attach. 03

Fire District Meeting @ Pine City Township Hall || Dan Saumer | PCFD Fire Chief Tom Miller

~ 2023 | June 12:

Rush City Council meeting. City Council re-scheduled their regular Council meeting of July 10, 2023, due to Rock Creek's open house/special meeting.

* 2023 | June 21:

Attach. 04

Fire District Meeting @ Pine City Township Hall || Dan Saumer

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* 2023 | July 10:

Fire Protection Open House || NOT a Public Hearing ||
PCFD Chief - Tom Miller, Rush City Administrator - Amy Mell,
Rush City Mayor – Alan Johnson, RCFD Chief – Bob Carlson

Postcard Sent to Residents

Attach. 05

Slideshow

Attach. 06

~ 2023 | July 12:

Rush City Council meeting. Updated Council on Rock Creek's open house/special meeting.

* 2023 | July 19:

Attach. 07

Fire District Meeting @ Pine City Township Hall || Dan Saumer

Rock Creek Informational Meeting Update - Dan Saumer provided update and summary. Open house style informational meeting was held in Rock Creek on July 10, 2023. Meeting purpose was to present information, fiscal considerations and potential options for residents to provide feedback on. 34 residents attended in addition to city council members present. Was hoping more would attend, but overall, well attended. Gave slide presentation which is currently posted on Rock Creek website. Residents had ability to ask questions and comment at meeting, fielded approx. 70 questions noting majority were positive and constructive comments or general questions. Purpose was to look at fiscal responsibility and determine if it made sense from a resident perspective to join fire district. Have also posted survey on website to obtain feedback from any residents that were unable to attend, intent is to gather comments directly to deputy clerk that can be forwarded to council for consideration. Discussion regarding desiring more representation from residents in evaluating concerns and support, hoping online survey encourages residents to give feedback.

* 2023 | August 16:

Attach. 08

Fire Committee Meeting @ 400 5th St. SE || Dan Saumer | PCFD Fire Chief Tom Miller

* 2023 | August 16:

Attach. 09

Fire District Meeting @ Pine City Township Hall || Dan Saumer | PCFD Fire Chief Tom Miller

* 2023: August 30:

Attach. 10

Responses to Fire Protection Survey

NEW a h

* 2023 | November 15:

Attach. 11

Fire Committee Meeting @ 400 5th St. SE || No RC Attendance | PCFD Fire Chief Tom Miller

* 2023 | November 15:

Attach. 12

Fire District Meeting @ Pine City Township Hall || No RC Attendance

* 2023 | December 11:

Attach. 13

Rush City Council Meeting || Ronnie Berdan & Don Ramberg

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Fire Department business was then discussed. The City of Rock Creek requested that the Rush City Fire Department cover 100% of their city, starting January 1, 2024. Discussion followed regarding the mutual aid agreement with the Pine City Fire Department. It was noted that it is not an automatic mutual aid agreement.

Motion by Louzek, second by Storm: To authorize the Rush City Fire Department to cover all of the City of Rock Creek for fire protection, starting on January 1, 2024. MC

~2023 | December 18:

Attach. 14

Rush City Admin. emailed Chisago County Dispatch and the GIS Analyst of the change to the Rush City Fire District, to include 100% of Rock Creek as of January 1, 2024.

~2023 | December 20:

Attach. 15

Rush City Admin. emailed Chisago County Dispatch and the GIS Analyst the letter that was sent by Rock Creek Admin. to the Pine County Sheriff notifying the Pine County Sheriff that Rush City Fire will cover 100% of Rock Creek as of January 1, 2024.

~ 2023 | December 20:

Pine City Council approved resolution terminating mutual aid agreement with Rush City, effective February 29, 2024, which gives the required 60-day notice. (A copy was received at Rush City offices while the City Admin. was on vacation until 12/27/24. It was opened and emailed to Rock Creek City staff on 12/27/24.)

*** 2023 | December 20:**

Attach. 16

Pine City Special Council Meeting 5:30 PM - Wednesday, December 20, 2023
Pine City to Cancel Mutal Aid with Rush City

Chief Miller stated that Rock Creek did not sign their renewal fire contract with Pine City and will be going with Rush City Fire. However, Chief Miller had not received written notice, only verbal notice. Dispatch has received written notice. Councilor Palmer requested getting this information to the radio and paper so that people be made aware of Rock Creek's decision to terminate coverage with Pine City. Mayor Pederson motioned to approve resolution to terminate mutual aid with the City of Rush City. Councilor Hill second. Councilor Palmer abstained from vote, as he is a member of the Pine City Fire Department. Motion passed. Chief Miller stated that he would both mail and hand deliver the resolution to terminate mutual aid with the City of Rush City.

RESOLUTION NO. 20231220-45

Attach 17

A RESOLUTION APPROVING THE TERMINATION OF THE MUTUAL AID AGREEMENT BETWEEN THE PINE CITY FIRE DEPARTMENT AND THE CITY OF RUSH CITY.

WHEREAS, the City of Pine City Council entered into a Mutual Aid agreement on behalf of the Pine City Fire Department on September 04, 2013, and

WHEREAS, the agreement allows for either party to terminate the agreement upon sixty (60) days written notice, and

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WHEREAS, the Pine City Fire Department desires to end the Mutual Aid Agreement with the City of Rush City,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PINE CITY, MINNESOTA AS FOLLOWS:

1. The City of Pine City Council hereby accepts the recommendation of the Pine City Fire Department, orders that sixty (60) days written notice of cancellation be provided to the City of Rush City, and that the Mutual Aid services with the City of Rush City officially be terminated on February 29, 2024.

Passed by the City Council of the City of Pine City, Minnesota this 20th day of December, 2023.

Carl Pederson, Mayor

Attest:

Scott W. Hildebrand, City Administrator

~ 2023 | December 27:

Rush City Council meeting. Rush City Council approved the updated (to include 100% of the City of Rock Creek) fire protection contract with Rock Creek. The resolution from Pine City terminating the mutual aid agreement was reviewed also.

~ 2023 | December 28:

Rush City staff received cancellation of mutual aid agreement with Grantsburg Fire and emailed it to Rock Creek staff.

* 2023 | December 28:

Attach. 18

Grantsburg Cancels Mutal Aid Agreement with Rush City.

Notice of Mutual Aid Cancelation to Rush City Fire Department

On 5/3/2023 an email was sent to the City of Rock Creek about the termination of the Grantsburg Fire Departments mutual aid agreement with Rush City Fire Department. On June 19, 2023, the Grantsburg Fire Association board members met and unanimously passed to cancel the mutual aid agreement between Grantsburg Fire Department and Rush City Fire Department. As of January 1, 2024, Grantsburg Fire Department will no longer respond to requests for mutual aid from Rush City Fire Department at no cost. If mutual aid is requested, we will be seeking reimbursement for our services. All of the municipalities represented by the Grantsburg Fire Association have agreed to this, as well as all the officers of Grantsburg Fire Department.

If there are any questions pertaining to this matter, please feel free to contact the Grantsburg Fire Chief Cory Barnette, or Fire Association President Dana Shultz. Please do not contact members of Grantsburg Fire Department as Chief Carlson has been doing. This matter is between senior command and the Fire Association Board.

Thank you for your time.

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~ 2024 | January 3:

Rush City Fire Chief, Mayor and City Admin. met with Pine City Fire Chief, Mayor and City Admin. to discuss Pine City's cancellation of mutual aid contract.

~ 2024 | January 8:

Rush City Council meeting. Reviewed letter from Grantsburg Fire regarding cancellation of mutual aid contract. Updated Council on meeting between Rush City Fire Chief, Mayor and City Admin. and Pine City Fire Chief, Mayor and City Admin. Pine City considering charging fees to Rush City for mutual aid in Rock Creek.

~ 2024 | February 1:

Rush City Fire Chief and Mayor attended Rock Creek Council meeting.

*** 2024 | February 21:**

PCFD Fire Committee Meeting || Ronnie Berdan, Dick Johnson, and Don Ramberg

Attach. 19

~ 2024 | February 26:

Rush City Council meeting. Rock Creek business owner, Craig Sarri and daughter Chelsea, attended Council meeting to discuss Rush City's fire contract with Rock Creek.

~ 2024 | February 29:

Rush City Fire Chief received and responded to an email from Denise Anderson of Pine County Sheriff's Office (Rush City Admin. was cc'd). She asked for clarification for mutual aid calls for Rush City. Rush City Fire Chief confirmed "Pine County Dispatch will only page for mutual aid when requested by Rush City. There will be no auto mutual aid." (email attached)

Attach. 20

~ 2024 | March 11:

Rush City Council meeting. Rock Creek Council members attended. Council discussed Contracted Fire Aid agreement proposed by Pine City, with fees if they respond to aid requests from Rush City. Council tabled the agreement.

*** 2024 | March 11:**

Rush City Council Meeting || Ronnie Berdan and Dick Johnson

Minutes of the regular meeting of the City Council of Rush City held Monday, March 11, 2024, in the City Hall Council Chambers at 6:30 p.m. Mayor Johnson called the meeting to order with the following members present: Councilors Mick Louzek, Frank Storm, Dan Meyer, Tom Schneider; Mayor Alan Johnson. Others present included Fire Chief Bob Carlson and firefighter Nick Bauer, Rock Creek City Council members Ronnie Berdan and Dick Johnson, Amy Doeun of the County News Review and interested citizens.

Fire Department business was then discussed. Chief Carlson informed the Council that when Eric White was promoted to the 2nd Assistant Chief position, that left the Captain position vacant. He recommended Matt Nelson for the position of Captain, and Nick Bauer to fill the Lieutenant position that Matt would be vacating. Motion by Storm, second by Louzek: To approve the recommendations of Matt Nelson as Captain and Nick Bauer as Lieutenant for the Rush City Fire Department. MC The

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Council was then informed that firefighter David Henthorn had turned in a letter of resignation from the Rush City Fire Department. Motion by Louzek, second by Schneider: To accept the resignation of David Henthorn from the Rush City Fire Department. MC Chief Carlson then informed the Council that ISO (Insurance Services Office) recently completed a Public Protection Classification survey for Rush City and is keeping the ratings of 4 for areas in the city and 6/10 for areas outside of the city in Rush City's fire district. The draft Temporary Contracted Fire Aid Agreement between the City of Pine City and the City of Rush City was then reviewed and discussed. It was noted that this agreement was proposed by the City of Pine City after they had terminated the mutual aid agreement. The agreement included fees for each piece of equipment and firefighter time that would be charged in the event Rush City Fire called Pine City Fire for mutual aid. It also included a standby rate and a mobilization rate. It was also noted that the fees would be charged for mutual aid for assistance anywhere in Rush City's fire district, and that Pine City does not charge for mutual aid calls for any other fire department that they assist. It was requested that the fire chief, administrator and the mayor meet again with Pine City to discuss this issue. Motion by Storm, second by Louzek: To table the Temporary Contracted Fire Aid Agreement between the City of Pine City and City of Rush City. MC

~ 2024 | March 14:

Rush City Fire Chief, Mayor and City Administrator met with Pine City Fire Chief, City Admin. and members of the Pine City Council to discuss mutual aid contract. Members of Rock Creek City Council also attended.

* 2024 | March 14:

Attach. 22

Rush City Letter to Pine City Regarding Mutual Aid

March 14, 2024

Marcy Peterson

City of Pine City

1015 Hillside Ave. SW, Suite 2

Pine City, MN

Dear Marcy:

I want to thank you, Chief Miller, and Councilors Hill and Slone for taking the time to meet with us and the representatives of Rock Creek today regarding the Contracted Fire Aid Agreement proposed by the City of Pine City. I hope the discussion we had today was beneficial for all of the parties involved.

As we discussed today, the Rush City Council reviewed the proposed agreement at their meeting earlier this week and voted to table the agreement. They requested that we meet with representatives of Pine City again to discuss options.

Because of some of the concerns shared during our meeting today, I proposed that the City of Pine City consider a mutual aid agreement with the City of Rush City, without fees for either party, for the remainder of 2024. In July (or earlier if you wish), we can meet to review the number of mutual aid calls between departments and discuss any concerns or issues that have arisen during that time. We can then meet again in the fall to do the same, and discuss how we want to move forward into 2025.

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We are here to serve the public and I know that we are all trying to do what we feel is best. Hopefully we can find a way to work together for the benefit of everyone we represent.

Sincerely,

Amy Jo Mell
Administrator

*** 2024 | March 20:**

Attach. 23

Fire District Meeting || Dick Johnson and Dan Saumer

~ 2024 | March 25:

Rush City Council meeting. Contracted Aid Agreement was discussed. Reviewed letter sent by Rush City Admin. to Pine City Admin. requesting that a mutual aid agreement, without fees, be approved for 2024.

*** 2024 | April 03:**

Attach. 24

Pine City Council Meeting || Ronnie Berdan, and Don Ramberg

MINUTES

Regular Evening Minutes

6:30 PM - Wednesday, April 3, 2024

City Hall Council Chambers

The City of Pine City Council met in Regular Evening Meeting on Wednesday, April 3, 2024 at 6:30 PM in the City Hall Council Chambers.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Acting Mayor Pettie called the meeting to order at 6:30 PM

9.6 DISCUSSION AND POSSIBLE ACTION REGARDING MUTUAL AID WITH RUSH CITY

Interim City Administrator Peterson informed the Council of ongoing discussions with the City of Rush City regarding their request to reinstate Mutual Aid for the rest of the year.

Councilor Hill mentioned his meetings with the City of Rush City, expressing his desire not to penalize the citizens of Rock Creek. He would like further dialogues between Rush City and Rock Creek to reach a consensus.

Peterson and Miller have engaged in several discussions with the City of Rush City. Initially, they sought a six-month extension of mutual aid until a formal agreement could be reached. However, the subsequent letter requests mutual aid to continue until the end of 2024, covering all territories of Rush City, not limited to Rock Creek.

Councilor Sloan stated that the Council has a deep concern for our community and neighboring areas. The decisions that are forthcoming are not indicative of a lack of care. However, Rock Creek delayed their final decision until after our budget was finalized. She holds the view that our city's decision should be based on fiscal responsibility. Additionally, she mentioned that Rush City declined a proposed paid aid contract.

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Councilor Hill proposed to prolong discussions with the City of Rush City and to defer making a decision at the present time.

Councilor Sloan and Acting Mayor Pettie oppose the approval of mutual aid without charge until the year's end.

Subsequently, Councilor Hill withdrew his motion.

Councilor Hill proposed a motion to reject the letter from Rush City. Acting Mayor Pettie seconded the motion, which was carried, with Councilor Sloan also voting in favor.

~ 2024 | April 8:

Rush City Council meeting. Council was informed that Pine City Council had rejected the request for a mutual aid agreement for 2024 without fees.

~ 2024 | April 22:

Rush City Council meeting. Council approved adding Rush City's rates to the Contracted Aid Agreement with Pine City and approved the Contracted Aid Agreement.

* 2024 | May 15:

Fire Committee Meeting @ 400 5th St. SE || PCFD Fire Chief Tom Miller

Attach 25

~2024 | June 5:

Rush City Fire Chief and City Admin. attended Pine City Council meeting – they approved Contracted Aid Agreement between Rush City and Pine City.

* 2024 | June 10:

Rush City Council meeting. Council was updated that Pine City Council approved the Contracted Aid Agreement.

* 2024 | October 10:

Meeting at PC Fire Hall || Ronnie Berdan and Dan Saumer met with PC Fire Department – Acting Fire Chief Brian Gray and Firefighter Brandon Wimmer were in attendance

* 2024 | October 11:

Meeting at the City of Pine City || Ronnie Berdan and Dan Saumer met with Mayor Kent Bombard, City Administrator Marcy Peterson, Council Member Dave Hill, and Acting Fire Chief Brian Gray.

Notes from Dan Saumer:

- Discussed current fire; last year's meeting with Mayor Pederson; Discussed our Open House, 2 years work up to where we came up with mutual aid contracts; and the 2 differences on the 2 mutual aid contracts. Also discussed the fire district meetings.
- Left with a request to the City to select 2 members from Pine City to work with 2 members from Rush City Council ahead of signing mutual aid agreement this year.
- Couple headstrong Chiefs.
- Mutual Aid Discussions affect other areas too if neither wants to call the other!

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* 2024 | October 16:

Dan Saumer met with Denise Anderson from Pine County Sherrif's Office

Dan Saumer's Notes:

- Mutual Aid not a very good deal.
 - Calls:
 1. Call comes into Pine County Dispatch
 2. Pine County Dispatch has to then call Chisago County Dispatch
 3. Then Chisago County Dispatch notifies Rush City Fire Department.
 4. Then Chisago County Dispatch needs to call back to Pine Dispatch because Chisago County did not authorize direct response and auth to be on their channel or talk group.
 - Denise said that Pine County has open communication with all of the surrounding communities, except for Rush City. Denise suggested setting up talk channel between Pine County and Chisago County
 - On the fire structure that happened in Rock Creek, initially dispatch was not notified about the change so things weren't setup in the system.
-

~ 2024 | October 21:

Rush City Fire Chief, Mayor and City Admin. met at Rush City Hall with members of Rock Creek City Council. Discussed Contracted Aid Agreement between Rush City/Pine City.

* 2024 | October 21:

Ronnie Berdan and Dan Saumer met with Rush City's: Amy Mell, Bob Carlson, Rush City Mayor Al Johnson

Dan Saumer's Notes:

- Discussed upcoming mutual aid contract between Pine City and Rush City.
 - Rock Creek asked if they could bring this back to the council to put 2 members on a committee to meet with two City Council Members of Pine City to figure out a better mutual aid agreement.
 - They asked for clarification on whether or not these mutual aid fees can be billed to the insurance company of the resident.
 - They also discussed the structural fire which took place in Rock Creek.
 - The dispatch delay issue was discussed. Rock Creek said that this cannot be a continued issue.
-

~ 2024 | October 28:

Rush City Council meeting. Council was informed that Rush City Fire Chief, Mayor and City Admin. met with members of Rock Creek City Council. The Contracted Aid Agreement between Rush City and Pine City was discussed. City Admin. will contact Pine City to set up meeting to discuss, as it expires at the end of 2024.

~ 2024 | October 30:

Attach 45

Amy Mell Emailed Marcy Peterson and asked about setting up a meeting to review the contracted aid agreement. She let her know that it would be herself, the mayor and the fire chief. She threw out four days that were pretty open for her.

Go Back

No response as of 11/07/24

Pine City Township
Special Town Meeting Jurisdictions Subject to Fire Contract Proposal
Wednesday, March 23, 2022 at 7:00 pm

Chairman Brad Buys called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Pine City Township Officials Present: Chairman Brad Buys, Supervisors: David Nordrum, Kevin Carlson, Shawn Linnell, Clerk, Tammy Carlson **Absent:** Supervisor Chris Hallan.

Other jurisdictions: Dick Johnson, Ronnie Berdan, Sam Christenson & Don Ramberg Councilmen from City of Rock Creek; Debbie Kane & Vicki Wander Councilpersons from City of Henriette; Jeff Schlaeger, Supervisor for Royalton Township, Micheal Kubesh of Munch Township; Deb Lundquist, Gerald Plasek Supervisors & Andrea Plasek, Treasurer of Mission Creek Township; Les Bloom, Chris Miller, & Matthew Merrick, Chengwattana Township; Gordy Johnson, Zoning Administrator, Terry Peterson, David Deutschlander, Wayne Whitehead & Jason Zastera Supervisors for Pokegama Township.

Public: Brian Gray, Austin Hosler, Joe Keyport, WCMP; Gary Lindstrom, Pete Leibel, Traci LeBrun, Pine City Pioneer.

The meeting was posted on the town hall door with the appropriate notice.

Chairman Buys handed the meeting over to Vice Chairman Shawn Linnell who noted that he worked with Pokegama Township to bring this meeting together. Documents were presented from both the League of Minnesota Cities and Minnesota Association of Townships on their recommendations for fire contracts. 2022 DMVs were presented which were provided from a third party (Pine County Assessor's office). The generic contract calculation for services uses 3 different calculations which were reviewed. Gordy Johnson shared that the City of Pine City has a fee schedule of what will most likely come in for calls. He thought the expected billing for calls was pretty low and questioned what happens if the city would take in \$50,000 for calls versus \$30,000? Would that extra \$20,000 be pulled into the City's general fund? Gordy thanked Pine City Township for pulling together the meeting. Supervisor Linnell noted that the contract recommendations from the League of Minnesota Cities and Minnesota Association of Townships was developed by attorneys to help get all jurisdictions on the same page.

Discussion took place regarding net tax base and non-profit properties and how that affects the City. It was thought the City of Pine City carries \$35 million in non-profit properties, leaving the taxpayers to carry the burden of the fire contract.

Sam Christianson from Rock Creek questioned why the city is not up to date with their numbers from 2018, 2019 and 2020. These numbers are needed to calculate out what contract prices could be.

Discussion took place regarding fire districts and how a fire district could be a benefit. Supervisor Linnell noted that each jurisdiction in an individual contract with Pine City is

together paying 75% of the contract. Pokegama Chairman, David Deustchlander was concerned that each jurisdiction subject to the contract is paying for a truck or other equipment that the taxpayers won't see for 5 years. He doesn't agree with taxpayers paying for future purchases that they may not even see. There is worry over the math and that the city doesn't show them a budget. Chairman Brad Buys noted the compressors were paid for years ago and were just recently bought and has concerns with dedicated fire funds being placed in the city's general fund.

Supervisor Linnell, pointed out item 6, on page 4 of the MAT sample fire contract that if the jurisdictions subject to the fire contract are going to be buying equipment they should have percentage ownership and noted that the contract can be written this way. Supervisor David Nordrum stated that the towns/city's subject to the contract, should have decision making power. Supervisor, Terry Peterson shared he has been on the fire contract committee for years and the city does not listen to their input. Terry believes if the city wants our tax dollars to buy their equipment the city should give us input on those purchases.

Supervisor Linnell shared MN Statue 144 F.01 which gives the authority to establish a fire district. This would give every jurisdiction that is involved a vote. "One member from each jurisdiction has a vote, a group of peers, actually would then have a say.", stated Linnell. Linnell further shared about Isanti's Fire District Joint Power Agreement and pointed out that what they have to say in their paper, is exactly what our jurisdictions are currently going through. Supervisor Linnell shared that it may not lessen the burden but it would allow the other governing bodies to have input. Councilmen Don Ramberg questioned what would happen if the city would say no? Supervisor Linnell shared that the jurisdictions could still start their own district.

Pokegama Chairman Dave Deustchlander, stated that most fireman come from townships and wanted them to know that the jurisdictions are very happy with the firemen. This was reiterated by Supervisor Linnell who shared that it's never been about the firemen; its about the lack of communication. The town's need contract numbers one year out, stating we have gotten 3 different numbers late this year for our annual meetings where the electorate approves the levy.

Linnell asked if the public body wanted to make any decisions that night or if they wanted to research and meet again? Chengwatana Supervisor Les Bloom shared that it's a lot of information district vs city. He noted that a district could allow us to have a budget on the same schedule each year. Bloom shared that the jurisdictions all paid into the purchase of the generator which is no use to us. He questioned the participation of purchasing trucks that won't benefit the towns because they do not fit in rural driveways. Bloom further noted a pumper truck that was supposed to be \$209,000, then went to \$214,000, and now its \$655,000, noting there is no problem having nice equipment but he feels the towns should have a say. Pokegama Chairman, Dave Deustchlander proposed the next step be forming a committee with a representative from each jurisdiction to go to the City of Pine City Council. A roll call vote of each jurisdiction was taken to determine agreement with Deustchlander's proposal.

Chengwatana: 3 ayes; City of Rock Creek, 4 ayes; Pine City Township: 4 ayes; Royalton Township, 1 aye; City of Henriette: they will bring back to their council for an opinion. Proposal passed.

Pokegama Supervisor Terry Peterson shared that everyone in this room is an appointed official and if we don't do our job the voters fire us.

The floor was opened to hear the opinion of the fire fighters that were present. The concerns they shared included whether there would be enough man power as it is difficult to get firefighters. One firefighter shared they attend lots of training, give up time with family and do not get paid for it. Another firefighter was intrigued by the idea of a district.

Supervisor Linnell directed a question to Mission Creek on why they have 46% of fire contract going to Hinckley. Mission Creek Supervisor Gerald Plasek responded that the taxpayers in their township needed faster response times as it was affecting their homeowner's insurance and response times from Pine City could take up to 35 minutes. Hinckley is closer for the north half of their township. Andrea Plasek, Treasurer for Mission Creek noted that the costs are a couple thousand less with Hinckley since they have recalculated their contract.

More discussion took place on a fire district. Examples of other fire districts like Zimmerman and Baldwin were brought up. The possibility of having a substation might give the district an opportunity to pick up new guys that are closer. Supervisor Linnell noted that a district would write their own bylaws to make it work.

There was consensus to have Pine City Township's Clerk Tammy Carlson contact the City of Pine City to get on their May 4th, 2022 city council agenda. This will give the other jurisdictions 30 days to meet with their council/board to have discussions beforehand. Motion was made by Supervisor Linnell to host a special meeting on Wednesday, April 20th, 2022 at 7:00 pm, to prepare discussion to bring to the City of Pine City Council. Motion carried on second from Chairman Brad Buys. Roll call: Carlson, aye; Nordrum, aye, Linnell, aye, Buys, aye; Hallan, absent.

With no further discussion motion was brought by Supervisor Linnell to adjourn the meeting at 8:24 pm. seconded by Chairman Buys. So, carried.

Respectfully Submitted,

Tammy Carlson

Pine City Township Clerk

Brad Buys, Chairman

Pine City Township

Special Town Meeting Jurisdictions Subject to Fire Contract Proposal

Wednesday, April 20th, 2022 at 7:00 pm

Vice Chairman Shawn Linnell called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Pine City Township Officials Present: Vice Chairman Shawn Linnell, Supervisor Kevin Carlson, Clerk Tammy Carlson

Other jurisdictions: Dan Saumer, City of Rock Creek; Debbie Kane & Vicki Wander Councilpersons from City of Henriette; Jeff Schlaeger, Supervisor for Royalton Township, Scott Dreier & Micheal Kubesh Supervisors of Munch Township; Deb Lundquist of Mission Creek Township; Les Bloom, Chris Miller, Chengwattana Township; Gordy Johnson, Zoning Administrator, Terry Peterson, David Deutschlander, Supervisors for Pokegama Township.

The meeting was posted on the town hall door with the appropriate notice.

Vice Chairman for Pine City Township Shawn Linnell called the meeting to order with the Pledge of Allegiance.

An update was given from the last fire committee meeting with the City of Pine City. Council Member Mary Kay Sloan was okay with looking at the MAT and League of MN Cities joint contract.

\$278,000 was put down on a pumper to replace #16. The truck they want to replace has 46,000 miles on it and possibly a bad pump.

Concerns were discussed about the lack of transparency the City of Pine City has regarding their budget and that the jurisdictions have not seen a budget since 2018. These records have been requested and they city has not provided them.

Discussion took place on the options available which included a joint powers agreement, further contract negotiations and establishment of a fire district under MN statute 144F.01. Gordy Johnson shared that Pokegama Township as an Urban Township could under Mn Statute 368 establish a fire district.

There was concern that the City of Pine City pays in \$30,000 to the contract however, if only half of their fire calls are accounted for it would be an intake of a conservative estimated amount of \$90,000 and the City hasn't been able to account for where the fire call money is going. The consensus was for Gordy Johnson to seek help from the Office of the State Auditor to obtain an audit of the City's financials.

Supervisor Shawn Linnell noted that in 2018 the last year the City of Pine City produced a budget the city was at 85% of their budget. When surrounding municipalities such as Mora were asked to provide their budget numbers for comparison, they were able to provide copies within

about 5 minutes. This group of elected officials unanimously agree it is a duty to the taxpayers to have accountability with tax dollars that are supposed to be going towards fire protection.

NFPA guidelines were discussed and how that affects the choice of equipment a fire department might purchase, as well as the effects to insurance.

A list of items for discussion was prepared as follows for the May 4th meeting at The City of Pine City Council Chamber:

1. The City needs to follow the League of Minnesota Cities formula for the contract.
2. The jurisdictions want an item under number 6 of the contract that shows percentage ownership interest for the specific equipment the jurisdictions are paying for.
3. To see an actual final budget of revenues and expenditures each year in a timely manner.
4. If the City gets a FEMA grant that comes in, the city will reimburse their contact partners for the amount they will pay or have paid for that particular equipment.
5. Discuss forming a fire district with or without the City of Pine City. If they do not want to be a part of the district the other jurisdictions will move forward with a vote of remaining jurisdictions without them.

Motion was brought by David Deutschlander to have Shawn Linnell present the list of items of concern to the Chamber Council. Motion carried on second from Kevin Carlson and passed.

Discussion took place on meeting again and Pokegama Township offered to host. Everyone agreed Pine City Township was a convenient location. Motion was brought by Shawn Linnell to meet again at Pine City Township Hall on Wednesday, May 18th at 7:00 pm. Motion second by Dan Saumer and so carried.

Mike Kubesh will get direction from MAT if the City of Pine City does not agree to the proposed terms. Kevin Carlson shared that the City of Pine City is not following the existing contract language which requires an annual meeting of parties each year in January.

Motion was brought by Supervisor Terry Peterson to adjourn the meeting at 8:44 pm. seconded by Deb Lindquist. So, carried.

Respectfully Submitted,

Tammy Carlson

Pine City Township Clerk

Shawn Linnell, Vice Chairman

Pine City Township
Special Town Meeting Fire Service
Wednesday, June 15th, 2022 at 7:00 pm

Vice Chairman Shawn Linnell called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Pine City Township Officials Present: Vice Chairman Shawn Linnell, Supervisor David Nordrum, Supervisor Kevin Carlson and Clerk Tammy Carlson

Other jurisdictions: Les Bloom, Chengwattana Township; Gordy Johnson, Zoning Administrator, Terry Peterson, David Deutschlander, Supervisors for Pokegama Township; Deb Kane Henriette; Wayne Whited, Mike Kubesh, Munch; Dean Swanson.

The meeting was posted on the town hall door with the appropriate notice.

The agenda was approved with no changes.

Pine City Township, Pokegama Township, Royalton Township, and City of Henriette all presented adopted resolutions of support for researching and studying becoming a fire district. Munch Township reported that their board approved the resolution and that they would submit it within a week. The City of Rock Creek is also in agreement as was reported by Terry Peterson however their representative couldn't be present due to a conflict.

The budget information that the City of Pine City supplied was reviewed. It was noted that the city only provided information on what they are paying out, not the revenue side. Those that have been on the fire committee for a long time shared that the city has never presented a true budget. Supervisor Carlson read some budget line items noting that in 2020 they budgeted \$74,000 for professional services and their actual expenditures were \$143,000. In 2021 they budgeted \$80,000 and expended \$168,000 under the same item. He listed other line items that were double their intended budget.

The discussion items for the meeting with the City of Pine City for the upcoming July 20th meeting were determined as follows:

1. Review per the contract the budget for the year including income-revenue
2. Request missing information
3. Request more information on larger budget items that are not specific
4. Get more specific information on income

Discussion took place on speaking to the City of Brook Park to see if they would be interested in joining a fire district. Terry Peterson confirmed a spot on their agenda on July 11th at 6:00 pm for Shawn Linnell and himself to speak to them.

Shawn Linnell drew up a map with the logistics of what a fire district could look like. Having equipment at Chengwatana and Pokegama town halls were ideas that were discussed. It was noted that Pine City Township has a 40 by 64 cold storage building that could possibly be used.

The discussion moved to studying fire districts such as Cloquet, Isanti, and Moose Lake. Wayne Whited offered to reach out to them.

These items will be studied for the next meeting:

1. Manpower-Gordy
2. Equipment-Wayne shared some of the costs as follows: air packs are \$8,200; turn out gear \$7-\$8,000 per person which includes boots, pants, helmet
3. Buildings-taking into account good will in the area. Terry Peterson
4. Water supply-Terry Peterson
5. NAFTA- Gordy Johnson
6. Training/radio communication- Wayne Whited

Wayne will check on if a firefighter may work in more than one district.

What firefighter benefits would look like and whether a taxing district should be also collecting a fire call fee from a tax paying resident who has already paid for the service through taxation were also discussed. *Yes (I think) because most can recover it from their insurance*

The age requirement to be a firefighter is 18 to join a fire department. NAFTA certification was discussed

The next meeting at Pine City Township Hall was set for 7:00 pm Wednesday, August 17th, 2022

Meeting was informally adjourned at 8:32 pm.

Respectfully Submitted,

Tammy Carlson
Pine City Township Clerk

Shawn Linnell, Vice Chairman

Pokegama Township
Special Town Meeting Fire Service

Wednesday, September 21st, 2022 at 7:00 pm

Chairman David Deutschlander called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Present: Ron Williams, David Deutschlander, Terry Peterson, Charm Dreier, Dan Saumer, Don Ramberg, Sam Christenson, Les Bloom, Dick Johnson, Ronnie Berdan, Tammy Carlson, Dean Swenson, Mike Mikyla, David Nordrum, Kristie Belsheim, Gordy Johnson, Bob Courri, Mike Courri, Wayne Whitehead, Debbie Kane, Tom Miller, Jason Zastera, Jeff Schloeger, Mike Kubesh, Kevin Carlson, Erica Stapek

Roll Call of Jurisdictions Represented: Chengwattana Township; Pokegama Township; City of Henriette; City of Rock Creek; Royalton Township; Pine City Township, City of Pine City, Munch Township, City of Brook Park

The meeting was posted on the town hall door with the appropriate notice.

The agenda was agreed upon with no changes.

Mike Courri and Bob Ruppe of the Law Firm Courri and Ruppe were present to discuss potentially starting a fire district. Attorney Ruppe shared that he was point man for Chain of Lakes Fire and Rescue Fire District which was formed in 2008. Bob presented financial data on the startup of that district which at this time is 12 years old.

Chain of Lakes (COL) was started as a result of a dispute that arose over a fire contract when the City of Richmond presented the townships with a contract without being willing to negotiate with them. The City of Richmond began using a new formula which shifted the majority of the costs from the City to the Towns subject to their contract with no prior discussion, negotiation, or notice. The town's costs for services increased while the city's cost dropped.

The first step these towns took was to determine what their costs would be to start a fire district and they split costs to have a feasibility study completed by Ehlers & Associates. Bob Ruppe recommended the towns talk to local fire departments to see if costs could be lower. The towns said they did not need the latest, greatest equipment but, they did need good equipment with longevity and serviceability. The feasibility study said they would need \$462,500 for the big-ticket items but they found that by buying used probable costs would be \$287,500. They further benefited from having a local mechanic from the City of Richmond who would look over the used equipment before they would buy it. Ruppe recommended talking to as many people as possible. He Also suggested that it is possible to even get still serviceable equipment free or on sale through Fire Chief's list serve. The DNR is another good resource for free equipment. Getting equipment takes a lot of leg work and requires team work.

Ruppe recommended discussing with other fire departments that have purchased their own buildings what they like, what they don't and what they wouldn't do again.

Psychological testing in addition to physical exams were budgeted as they were found to be important aspects of hiring.

Potential Revenues sources were discussed which included the following: State Fire Aid under MN Statute 69.011; Township Levy's; Donations, grants, civic groups, DNR and Fire Depts. Mn Statute 366.011 & 366.012 cover insurance billings. Ruppe advised checking with insurance companies such as State Farm, etc. about fire call coverage. The fire district would bill the property owner for fire calls which would be sent to insurance. Ruppe would recommend drafting an ordinance for fire protection and put a section in there not to harm our own residents that maybe uninsured or under insured. Ruppe also noted that bills can be applied to non-residents as an assessment to their taxes where they live. He shared an example of a time COL did this to recoup fire costs from a large corporation in Minneapolis that wouldn't pay an owed fire bill.

Financing options were reviewed which included: Capital investment bond (M.S. § 475.521), Certificates of Indebtedness (M.S. §366.095), Lease-Purchase (M.S. 465.71), Certificates of Indebtedness (M.S. §368.01 subd. 23), Voted Bonds (M.S §475.52), low interest loans from rural water, etc.

Bob Ruppe emphasized the importance of keeping residents informed and getting and keeping public support. The steps for starting a district were reviewed which included establishing a joint powers agreement under M.N § 471.59 which is simply a contract. Next would be in this order 1) establishing a fire board 2) hiring a part-time fire chief 3) hiring a part-time administrator to handle finances (bank account, payroll); establish job duties, responsibilities; and handle employment applications and policies. Bob recommended a fire chief should have a good personality, be a leader, and the chief recruiter. They are the key component as people rally around a good leader. Next, obtain equipment and establish a fire hall. The hardest thing is recruitment of fire fighters. Then determine the level of service to be provided: Basic response to fire calls; medical response; confined space rescue and/or hazardous materials response. The district would focus its training efforts on the services they decide they will provide. They would still provide the other services and call in mutual aid.

Examples of types of retirement offered are the Fire Relief Association and Public Employees Retirement Association (PERA). Fire relief is set up by state statute and a formula which is laid out in statute is used to steward the money. An example of one district that uses the Fire Relief Fund used Wells Fargo for financial advice. This is very hands on vs PERA which takes the administration part and gives it to the state to administer.

Sources for water should be considered and it should be noted that services can be expanded in the future as the district grows. The more dry hydrants, the more you improve your ISO rating but it takes time. Bob Ruppe said the he would encourage the jurisdictions to start a fire district if they are thinking of doing so. He noted it is a lot of work but, is doable. He further suggested

that rural jurisdictions evaluate whether it makes sense to invest millions of dollars into equipment if you cannot save a certain percentage of buildings. Cities invest in a municipal water system so they will use their water. Rural areas do not, so they need to look at what percentage of buildings they can actually save and invest their finances in tankers.

Chain of Lakes is proud to have 30 firefighters, 6-7 nurses and a volunteer Doctor. They cap firefighters at 30. They have a waiting list. There are firefighters that want to join from the City of Richmond but, they do not poach from the City of Richmond Fire Department.

Questions were asked about how it will be determined where fire stations will be? Ruppe shared that it is determined by Towns and the road system to get out to everyone. Also, it can be determined by where land is donated. A question was asked on how this would work with double to triple the population and the interstate in the middle. Mike Courri said the interstate would actually help. Ruppe shared that approximately 90% of fire calls are medical in the Chain of Lakes therefore when they were recruiting, they included recruiting nurses. Ruppe further shared the need to get a fire chief to help figure out where we put our fire hall or halls. As a good Fire Chief will understand the logistics. He wanted us to take away from this case study that towns can do this.

Mike Courri shared that Chain of Lakes projected out that in 10 years they would be cheaper than the city contract and they are. The 10 years leading up to that were expensive paying for building sites, etc. With the City the reason your bill is going to be so big is because the city will have you paying for the building and big expensive trucks. Mike Courri noted that they work for both municipalities and towns and towns are more frugal. Cities are going to want new equipment and getting them to think differently would require a total change of mindset.

Our options are to 1. Negotiate with the City for a better contract. 2. Create our own joint powers agreement. 3. The City would still own the Fire Department but, join the joint power's agreement. The Fire District might be in the city's name but, with joint powers, which is simple to do.

Tom Miller shared that within Pine City they have an ISO rating of 4 within 4 miles of the Fire Station. Then it increases to 6.

The City of Brook Park's Mayor Erica Stapek shared that their fire budget is \$30,000 per year for their fire department and wondered how it would be beneficial to the Brook Park to join the Fire District? Their firefighters are paid a stipend at the end of the year.

Bob Ruppe shared that Chain of Lakes from the time they started until they went operational was 1 year because they had a very good Fire Chief.

Mike Courri and Bob Ruppe suggested that if anyone was interested, they could coordinate through Pokegama to work with them.

Meeting was informally adjourned at 8:40 pm.

Respectfully Submitted,

Tammy Carlson

Pine City Township Clerk

David Deutschlander

Pokegama Township Chairman

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Pine City Township
Special Town Meeting Fire Service
Wednesday, November 16, 2022 at 7:00 pm

Vice Chairman Shawn Linnell called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Agenda: Shawn Linnell requested any additions to the agenda and none were requested.

Roll Call: Present were Chengwatana Township, Munch Township, Pine City Township, Pokegama Township, Royalton Township and the City of Rock Creek.

Present: Les Bloom, Mike Mikyla, Pete Leibel, Brian Grey, Sheriff Jeff Nelson, Joe Sharp, Kyle Palmer, Paul Carroll, Brendt Nelson, Chris Hallan, Mark Tollefson, Pine City Administrator Scott Hidebrand, Harry Mottl, David Hill, Gary Lindstrom, Joe Plasek, Nick & Abbie Raudabaugh, Hadley & Chris Bloomquist, Seth Vacinek, Don Ramberg, Dan Saumer, David Deutschlander, Gordy Johnson, Micheal Kubesh, Jeff Schlaeger, Matthew Merrick, Chris Miller, Daren Brackenbury

The meeting was posted on the town hall door with the appropriate notice.

Jason Zastera asked the following question, "While it is up to the town board to pass the resolution to form a fire district shouldn't it be the decision of the all the taxpayers?" He asked, if those present were afraid of a vote? Supervisor Linnell, said "No, we held an election the other day and the people decided at that time who they wanted to represent them to make decisions in their jurisdictions."

A question was asked by a Rock Creek council member whether it made sense to pump the brakes and go back to the city and kicking this horse again? Since three council members were present Supervisor for Pine City Township Kevin Carlson asked City of Pine City Administrator Scott Hildebrand if they were interested in joining a joint powers agreement? Mr. Hildebrand said that the council was not interested in a joint power's agreement with the jurisdictions. Mr. Hildebrand was asked if the council was willing to rework the contract which would include the 8 bullet points that were brought to the Pine City council in May from the jurisdictions, to which he responded they are not interested.

Questions were asked about the City of Pine City's fire contract formula and Fire Chief

Miller responded explaining how the League of Mn Cities formula works and why the City of Pine City does not use that formula. He explained that the leagues formula makes the contract more expensive for smaller townships.

It was further noted that Shawn Linnell has been asking for a copy of the fire department revenues repeatedly for the past 5 years. Administrator Hildebrand communicated that if we don't get something, ask again. Tammy Carlson, Clerk for Pine City Township noted that she has twice requested back a signed copy of the 2023 Fire Contract from Pine City since September and has not received it yet. There was discussion between the jurisdictions and the city about a google drive that the jurisdictions were given access to for the purpose of obtaining financial information as it is added to the drive. A couple of contracting partners noted their clerks could not access the drive after a few days. The City said they would work to resolve the issue.

Discussion took place on the fact that Rush City's fire contract is half the price of the City of Pine City's fire contract. Chief Miller explained that it had to do with the way Rush City depreciates their equipment. Rock Creek and Royalton felt the same way about the contract amounts in Rush City being half.

The joint powers agreement was brought up for discussion and there were no comments.

Discussion took place on how partial jurisdictions would be involved with the fire district. Rock Creek was concerned that their percentage was quite high due to the number of calls they had during the one year which could be calculated. Shawn Linnell has asked PCFD for several years of fire calls to calculate from and still hadn't gotten them. He will ask again and work on updating the numbers. Tom Miller updated everyone that he has added the Revenues to the google drive so they are now available.

The joint powers board was discussed. How voting would be decided was explained as each jurisdiction having "1" vote no matter the percentage partnership they hold.

Discussion took place as to the level of involvement each jurisdiction would currently see themselves as of this meeting. Partial jurisdictions including Royalton, Munch, and the City of Rock Creek were putting the brakes on to think about it. Mission Creek and Henriette were not present to share their position. Chengwattana, Pine City Township and Pokegama Township were 100% in.

Meeting more frequently was discussed. The majority of jurisdictions were content meeting one time per month. Pine City Township doesn't mind meeting one time per month but noted if they want to get anything done the group will need to meet more frequently.

Tammy Carlson will email each jurisdiction's clerk a copy of the joint powers resolution to bring to their boards for a decision and report back at the December meeting.

Further discussion took place on Pine City's contract numbers and how the Fire District committee reviewed paperwork from the fire departments of Rush City, Mora and Hinckley and found they provided services for much less than Pine City. Net tax capacity and collecting on fire calls was discussed. The next steps in the study, League of MN City's and MATIT insurance, as well as splitting up costs, manpower and training were again reviewed.

Those present agreed on the next meeting date of Wednesday, December 21st at 7:00 pm at the Chengwattana Township Hall.

The meeting was adjourned at 8:18 pm by a simple motion from David Nordrum which was seconded by Dan Saumer.

Respectfully Submitted,

Tammy Carlson
Pine City Township Clerk

Shawn Linnell, Vice Chairman

Pine City Township

Special Town Meeting Fire Service

Wednesday, February 15, 2023 at 7:00 pm

Pine City Township Supervisor, Shawn Linnell called the meeting to order at 7:05, allowing for others to show up, with the Pledge of Allegiance.

Roll Call: Present were Pine City Township, Pokegama Township, Munch Township, City of Pine City

Present: Mary Aitkens, Gene Aitkens, David Deustchlander, Wayne Whited, Daren Brackenbury, Peggy Brackenbury, Dale Dickey, Dave Hill, Shawn Linnell, Natalie Paredez, Kevin Carlson, Fire Chief Tom Miller, David Nordrum

The agenda was reviewed, nothing added

Public Forum: Peggy Brackenbury questioned if city of Pine City joined the Fire District, would everyone get equal share of assets? Shawn Linnell responded with it was yet to be determined. Adding currently Pine City Township, Chengwatana Township and Pokegama Township have committed to the Fire District. He also stated it would be nice to get an insurance person involved to discuss and answer questions we may have

Dave Hill spoke about when he was at the Fire Hall, they would strictly go by the ISO number, to determine the number, they looked at response time, equipment, run time (time it took between call and when the firemen got to the hall and then to the job site). He thought Fire Chief, Tom Miller, could elaborate on how it was currently.

Tom stated he could let us know later which companies use ISO numbers and which don't. He stated he would be able to get copies of FSR books for anyone interested. He also stated each Fire Department gets an ISO rating every 3-5 years based on training, equipment, water supply and inspection.

Discuss Organizational Format: It was determined to table this due to lack of members from Chengwatana present.

Jurisdictions who have passed joint powers resolution to break into committees

- **Equipment:** Fire Chief Tom Miller spoke about the donation of \$75,000 from the Voyageur Bottle Shop to go towards equipment to offset capital expenses.
- **Water sources**
- **Manpower**
- **Joint Powers**

It was decided to table this due to lack of members from Chengwatana being present. Dave Hill and Tom Miller both stated they would be more than happy to help out. Dave Hill also passed on a message

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from the Mayor who couldn't be here, that the city would like to be a part of the discussion. Whatever the outcome, they want to be a part of the process.

The next meeting was agreed to be held at Pine City Township on Wednesday, March 29, 2023 at 7:00 pm

Meeting was adjourned at 7:40 pm

Respectfully Submitted,

Natalie Paredez

Pine City Deputy Township Clerk

David Nordrum, Chairman

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Year	PCFD 54%	PCFD %	Change from Previous	RCFD 46%	RCFD %	Change from Previous	Totals
2000	\$ 7,284.00	72%		\$ 2,901.00	28%		\$ 10,185.00
2005	\$ 11,174.00	84%	53%	\$ 2,050.00	16%	-29%	\$ 13,224.00
2010	\$ 12,761.00	64%	14%	\$ 7,080.00	36%	245%	\$ 19,841.00
2015	\$ 14,667.00	42%	15%	\$ 20,477.00	58%	189%	\$ 35,144.00
2020	\$ 23,078.00	66%	57%	\$ 12,109.00	34%	-41%	\$ 35,187.00
Current	\$ 39,269.25	64%	70%	\$ 22,095.00	36%	82%	\$ 61,364.25
Totals	\$ 108,233.25	62%		\$ 66,712.00	38%		\$ 174,945.25
Averages	\$ 18,038.88	62%		\$ 11,118.67	38%		\$ 29,157.54

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Fire District Meeting at Pine City Township Hall

April 19th, 2023 7:00 PM

Roll call: Chengwatana-Late; Munch-No; Mission-Yes; City of Pine City-Yes; Pine City Township-Yes; **Rock Creek-Yes**; Henriette-No; Royalton-yes

Approval of agenda-good

Presentation from Dave Jenson, Fire Service Specialist, MN, also John Ehret, Supervisor MN present

On Service Planning Grant for starting a fire district study. The study would be done by a third-party consultant and the estimate would come from the

consultant as to the cost based on what is given to them to study with the goals and objectives, etc. Ideas and examples on the web page, also consult Jensen. Lay out the objectives of the study first.

Grants: Service Planning Grant- many on state website.

The application can be found on website.

It is a reimbursement grant. Local match, maybe 5%

1. Implementation (two or more jurisdictions)
2. Service Planning

Timeline:

Applications submitted between September and December 31. Submissions reviewed in March. August grants are awarded and up to one year to complete the study.

Resolutions are needed from each jurisdiction for the next meeting. Also, a representative from each going forward. Also, a single local champion for the project to coordinate with the State Fire Marshall.

Next meeting: May 17th, 2023 at 7:00 pm, Pine City Town Hall.

Adjourned 7:45 pm

Respectfully Submitted,

Vice Chairman Kevin Carlson

Chairman David Nordrum

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Fire District Meeting at Pine City Township Hall

April 19th, 2023 7:00 PM

Roll call: Chengwatana-Late; Munch-No; Mission-Yes; City of Pine City-Yes; Pine City Township-Yes; Rock Creek-Yes; Henriette-No; Royalton-yes

Approval of agenda-good

Presentation from Dave Jenson, Fire Service Specialist, MN, also John Ehret, Supervisor MN present

On Service Planning Grant for starting a fire district study. The study would be done by a third-party consultant and the estimate would come from the

Consultant as to the cost based on what is given to them to study with the goals and objectives, etc. Ideas and examples on the web page, also consult Jensen. Lay out the objectives of the study first.

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Resolutions are needed from each jurisdiction for the next meeting. Also, a representative from each going forward. Also, a single local champion for the project to coordinate with the State Fire Marshall.

Next meeting: May 17th, 2023 at 7:00 pm, Pine City Town Hall.

Adjourned 7:45 pm

Respectfully Submitted,

Vice Chairman Kevin Carlson

Chairman David Nordrum

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Fire Department Planning Study Grant

4-26-2023

To all city councils and township boards:

At our meeting on April 19th we welcomed the State Fire Marshal's Office.

David Jensen from the Fire Marshals office gave a presentation about a service planning grant opportunity. The grant could be used to study our options as a community to study fire service planning.

At our April meeting we asked the City of Pine City and all contracting partners to show support of working towards applying for a grant. Please put this on the agenda for your next meeting. We would like responses for the May 17th meeting.

If you were at the meeting you were asked you take it to your boards for approval to be in support of this. For those of you that could not attend you may reach out to myself or one of the other members that were present for clarification. There is also good information at the State Fire Marshal's website about the service planning grant opportunity. This explains the process very well.

A resolution will be prepared at our next Fire district meeting. Then this will have to be approved and signed by all interested parties.

Also, the committee looking at downsizing the meetings so please nominate one person from your jurisdiction to attend. These meeting will now become working meetings to prepare for the grant application.

At this time the City of Pine City has agreed to join in the grant application process.

Thank you

Shawn Linnell

Pine City Township Supervisor

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Good afternoon,

I am Cory Barnette and I am the current Fire Chief of Grantsburg Fire Department. I have heard on occasions that you are looking at making Rush City Fire Department the primary agency for your town instead of Pine City Fire. I know that Bob Carlson has promised lowering costs for

your town, but that burden will be passed onto your taxpayer's insurances as you choose a further away department. It has been mentioned to me that Rush City would rely on Grantsburg Fire more due to

our location relative to the Minnesota/Wisconsin border. My department is spread thin as we cover 227 square miles in Burnett County. I will not allow an added workload to mutual aid because a department is on a power grab for more fire districts. I have spoken to my Fire Association President, and he agrees with me. At our next meeting I will

be asking the full board to vote in cutting ties with Rush City Fire and

voiding our mutual aid agreement. I have plenty of other departments that I have mutual aid agreements with so cutting ties with Rush City will not affect our fire readiness at all. We will be giving a 30-day notice that we are rescinding our mutual aid agreement, so everyone has time to adjust. If Rush City takes over as your primary department after the 30-day notice, we will still respond for mutual aid, but we will be seeking re-imburement for services rendered and to cover our cost. We will be keeping our mutual aid agreement with Pine City Fire for the foreseeable future. If you have any questions, feel free to email me or call me at any time.

Thank you for your time,

--

Chief Cory R Barnette
Grantsburg Fire Department
206 S. Pine St.
Grantsburg WI, 54840
715-463-2294 Station
715-338-9159 Cell

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]Fire District Meeting at Pine City Township Hall

May 17th, 2023 7:00 PM

Committee Roll call: City of Rock Creek, City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township.

Not Committed to Study Grant: City of Henriette, Mission Creek Township, Munch Township

Present: Shawn Linnell-Pine City Township Supervisor, Tammy Carlson-Pine City Township Clerk, Dan Saumer Rock Creek City Council, Dave Hill City of Pine City Council, Tom Miller Fire Chief, Les Bloom Chengwatana Township Supervisor, Terry Peterson-Pokegama Township Supervisor, Gordy Johnson Pokegama zoning admin, Mike Kubesh and George Kufner

Discussed the benefits of being a full partner for each jurisdiction. Reviewed resolutions from the Fire Marshalls officer. Clerk will draft a resolution using the City of St Francis/Bethel resolution as a template. All townships and Cities who committed to service planning grant will be listed in the resolution as partners.

Shawn will request Dave Jensen be present for the next meeting on Wednesday, June 21st at 7:00 pm to work on RFP (Request for Proposals) and determine what is needed for the study. Tom Miller, Fire Chief shared the next Fire Committee Meeting for the City of Pine City is scheduled on July 19th at 5:30 pm at the Fire Hall. The Planning Study Committee could meet there and possibly combine with a meeting at 7:00 pm. Committee will review the fire service consulting list for the June meeting.

The grant application was discussed and Shawn Linnell recommended that financially it goes through one entity as a fiscal agent as well as the contract with the Department of Safety. Discussed Pokegama Township as a possibility.

A letter and 10% match calculation for each jurisdiction if the study is \$50,000 will be figured and sent to the Clerk to be given each jurisdiction so they are aware if everyone would participate how minimal the amount is.

Agenda for next meeting: Resolutions, Dave Jensen RFP (if available), Fees & Studies, work on mock application ideas and report back to June meeting.

Discussion took place on future fire contract and termination language when fire district is formed as well as recalculating contracts if an entity leaves. Discussed reviewing language further and making agreeable changes. Tammy Carlson informed Tom Miller of request for extension to respond to fire contract by June 30th rather than May 30th. Tom agreed.

Next meeting: June 21st, 2023 at 7:00 pm, Pine City Town Hall. Adjourned 8:39 pm

Respectfully Submitted,

Tammy Carlson Clerk

Chairman David Nordrum

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Fire District Meeting at Pine City Township Hall

May 17th, 2023 7:00 PM

Committee Roll call: City of Rock Creek, City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township.

Not Committed to Study Grant: City of Henriette, Mission Creek Township, Munch Township

Present: Shawn Linnell-Pine City Township Supervisor, Tammy Carlson-Pine City Township Clerk, Dan Saumer Rock Creek City Council, Dave Hill City of Pine City Council, Tom Miller Fire Chief, Les Bloom Chengwatana Township Supervisor, Terry Peterson-Pokegama Township Supervisor, Gordy Johnson Pokegama zoning admin, Mike Kubesh and George Kufner

Discussed the benefits of being a full partner for each jurisdiction. Reviewed resolutions from the Fire Marshalls officer. Clerk will draft a resolution using the City of St Francis/Bethel resolution as a template. All townships and Cities who committed to service planning grant will be listed in the resolution as partners.

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The grant application was discussed and Shawn Linnell recommended that financially it goes through one entity as a fiscal agent as well as the contract with the Department of Safety. Discussed Pokegama Township as a possibility.

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Next meeting: June 21st, 2023 at 7:00 pm, Pine City Town Hall. Adjourned 8:39 pm

Respectfully Submitted,

Tammy Carlson Clerk

Chairman David Nordrum

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RESOLUTION # 2023-4

A Resolution in Support for the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township to submit a grant application for the service Planning Program

WHEREAS, The City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township supports the Service Planning Program and is submitting a grant application made to the Minnesota Department of Public Safety, State Fire Marshall's Office


WHEREAS, funds requested from the Service Planning Grant Program will be allocated towards services necessary for legal fees and consulting fees.

WHEREAS, the grant will support efforts to improve the service delivery and determine needs for the future service provided to the area currently served by the Fire Department of the City of Pine City.

WHEREAS, the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township recognizes they will split the cost for services that exceed the grant limit.

NOW THEREFORE, BE IT RESOLVED if the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township is awarded a grant by the MN Department of Public Safety, the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced. The City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township will comply with all applicable laws and regulations as stated in the grant agreement.

Passed and adopted this 30th day of May, 2023 by the Township of Royalton

Attest: 
Clerk

BY THE TOWN BOARD

Chairperson

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RESOLUTION 20230607-14

A Resolution in Support for the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township to submit a grant application for the service Planning Program

WHEREAS, The City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township supports the Service Planning Program and is submitting a grant application made to the Minnesota Department of Public Safety, State Fire Marshall's Office

WHEREAS, funds requested from the Service Planning Grant Program will be allocated towards services necessary for legal fees and consulting fees.

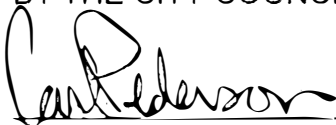
WHEREAS, the grant will support efforts to improve the service delivery and determine needs for the future service provided to the area currently served by the Fire Department of the City of Pine City.

WHEREAS, the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township recognizes they will split the cost for services that exceed the grant limit.

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Passed and adopted this 7th day of June, 2023 by the City of Pine City, Minnesota.

BY THE CITY COUNCIL



Carl Pederson, Mayor

Attest:


Scott W. Hildebrand, City Administrator

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**RESOLUTION 2022-7 Supporting the Study and Researching of the Possible
Creation and Establishment of a Regional Fire District**

A resolution of the Board of Supervisors, Pokegama Township, Pine County Minnesota, stating the town board supports for studying and researching the possible creation and establishment of a regional fire district.

Whereas, over the past few years, the townships have experienced increased costs of fire protection with no explanations of why.

Whereas, the result of the lack of trust and transparency from the city has created a challenging task to the governing body of the local jurisdictions to provide an adequate level of service to the township residents at a reasonable price.

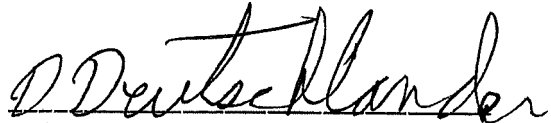
Whereas, the consolidation of resources, through establishment of a regional fire protection service authority will provide a mechanism for the participating townships and municipalities to maximize their abilities to provide fire protection services; and

WHEREAS, state law was recently amended to increase the advantages of townships and municipalities and other government entities to join together to form a regional fire protection service authority whereby their services would be consolidated and the participating jurisdictions would benefit from increased efficiencies; and

Now therefore be it resolved; The Board of Supervisors of Pokegama Township hereby takes an official position of advocacy into the research and studying of a project to organize a Fire Protection District pursuant to the MN Statute 5 144F.01 to provide the suppression, fire prevention, public education, rescue, extrication, and emergency medical services that are being provided by the City of Pine City Fire Department.

Adopted this 9th day of June 2022

BY THE TOWN BOARD


Chairman

Attest:
Clerk



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Fire District Meeting at Pine City Township Hall

June 21st, 2023 7:00 PM

Committee Roll call: City of Rock Creek, City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township.

Present: Shawn Linnell-Pine City Township Supervisor, Tammy Carlson-Pine City Township Clerk, Dan Saumer Rock Creek City Council, Dave Hill City of Pine City Council, Les Bloom Chengwatana Township Supervisor, Terry Peterson-Pokegama Township Supervisor, Gordy Johnson Pokegama zoning admin, Mike Kubesh, Wayne Whited, Pokegama Township Supervisor and George Kufner

Agenda was updated to add item 8 changes to fire contract.

Dave Jensen had a funeral and was unable to attend.

Discussed sending the RFP to all consultants to obtain the best price.

Discussed current trend in firefighting. Increase in medical calls. Brook Park notes they help a lot with traffic control and more medical calls than fire. Discussed bringing the county in once statistics are put together on how much the fire department is serving the gap left by the county. Highway 70 and I-35 should fall to the state as well as highway 23. Discussed the tremendous increase in the volume of traffic and weekend visitors with accidents almost every weekend with 4-wheelers, etc. in areas like Bruno/Willow River stressing local systems.

Challenges noted: Geographical, attraction of firefighters, population, logistically with the division of lakes and rivers; water availability and an irrigation type well.

Future funding sources: consultants can determine.

Cooperative training: currently do a lot between local departments.

Request of Dave Jensen an example of a standard operating procedure

Pokegama Township was discussed as a possible Fiscal agent. Terry Peterson will discuss with their board. Discussed the committee verifying the consultant covers everything and approves any payment before it would go out.

Committee agreed Shawn Linnell should act as champion (individual contact).

Discussed if the district becomes fully functional towns would be released from the fire contract with Pine City.

Reviewed agenda for July. Next meeting: July 19th, 2023 at 7:00 pm, Pine City Town Hall.

Adjourned 8:35 pm

Respectfully Submitted,

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Tammy Carlson Clerk

Chairman David Nordrum

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Fire District Meeting at Pine City Township Hall

June 21st, 2023 7:00 PM

Committee Roll call: City of Rock Creek, City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township.

Present: Shawn Linnell-Pine City Township Supervisor, Tammy Carlson-Pine City Township Clerk, Dan Saumer Rock Creek City Council, Dave Hill City of Pine City Council, Les Bloom Chengwatana Township Supervisor, Terry Peterson-Pokegama Township Supervisor, Gordy Johnson Pokegama zoning admin, Mike Kubesh, Wayne Whited, Pokegama Township Supervisor and George Kufner

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Committee agreed Shawn Linnell should act as champion (individual contact).

Discussed if the district becomes fully functional towns would be released from the fire contract with Pine City.

Reviewed agenda for July. Next meeting: July 19th, 2023 at 7:00 pm, Pine City Town Hall.
Adjourned 8:35 pm

Respectfully Submitted,

Tammy Carlson Clerk

Chairman David Nordrum

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RESOLUTION # 2023-15 A Resolution in Support for the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township to submit a grant application for the service Planning Program

WHEREAS, The City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township supports the Service Planning Program and is submitting a grant application made to the Minnesota Department of Public Safety, State Fire Marshall's Office

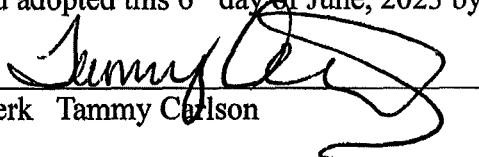
WHEREAS, funds requested from the Service Planning Grant Program will be allocated towards services necessary for legal fees and consulting fees.

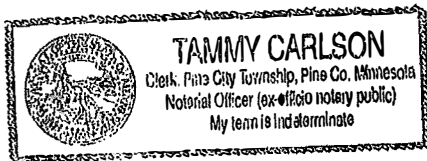
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WHEREAS, the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township recognizes they will split the cost for services that exceed the grant limit.

NOW THEREFORE, BE IT RESOLVED if the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township is awarded a grant by the MN Department of Public Safety, the City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced. The City of Pine City, Pine City Township, Pokegama Township, Chengwatana Township, City of Rock Creek, and Royalton Township will comply with all applicable laws and regulations as stated in the grant agreement.

Passed and adopted this 6th day of June, 2023 by the Township of Pine City

Attest: 
Clerk Tammy Carlson



BY THE TOWN BOARD/CITY COUNCIL


David Nordrum, Chairperson



Open House

Fire Protection

7000 State Hwy 70
Pine City, MN 55063

320-629-2736

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**The City of Rock Creek invites you
to a City Council Open House
on May 23, 2023 at 7:00pm**

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**You are invited to
participate in the
discussion on
exploring fire
protection
coverage for the
City of Rock Creek.**

Hope to see you there



...

Fire Protection Options

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Options

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1. Stay with what we currently have.
 - Pine City Fire Department protects 54%
 - Rush City Fire Department protects 46%

2. Go to Rush City Fire Department for 100% protection

3. Go to the Fire District

The fire district group has decided to do a feasibility study to determine if a fire district is needed. The City of Rock Creek signed a resolution in support of getting a grant for the study, not to exceed \$500.

Why is the City of Rock Creek exploring options for Fire Protection?

- Financial impact on budget for fire contracts in general over the years.
 - Over the past few years there has been a significant difference in pricing between the City of Pine City and City of Rush City
- Potential Creation of Pine Area Fire District, which would impact our budget significantly.

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PCFD

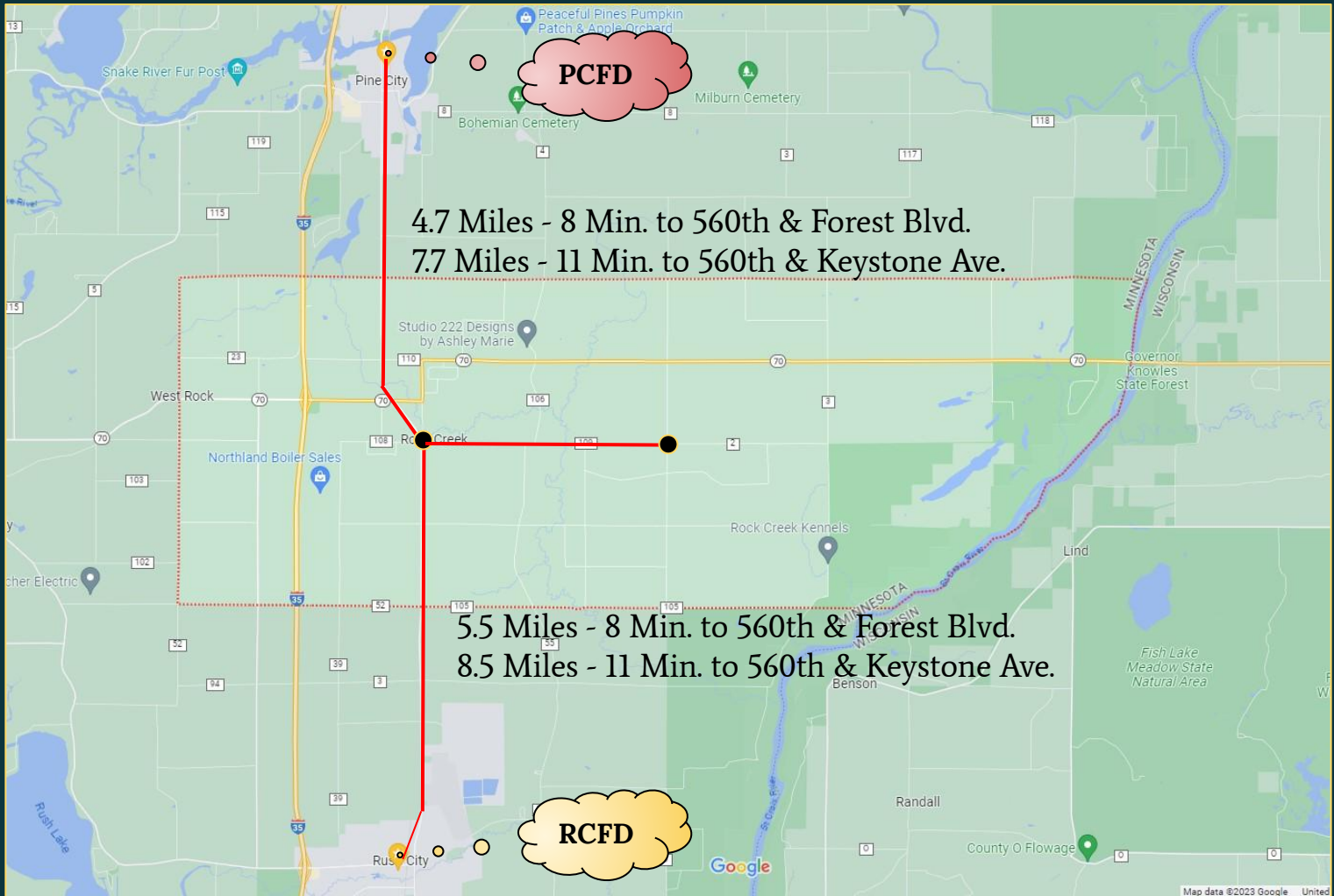
4.7 Miles - 8 Min. to 560th & Forest Blvd.

7.7 Miles - 11 Min. to 560th & Keystone Ave.

5.5 Miles - 8 Min. to 560th & Forest Blvd.

8.5 Miles - 11 Min. to 560th & Keystone Ave.

RCFD



City of Pine City Budget Numbers

$$\begin{aligned} & \$1,487,952.00 * (.54) = \$803,494.08 / \$10,534,450.58 = (0.076273) = 7.63\% * \\ & \quad \mathbf{328,112.01} = \$25,034.95 \parallel \$186,557.00 * 7.63\% = \$14,234.30 \end{aligned}$$

$$\begin{aligned} & \$25,034.95 + \$14,234.30 = \\ & \quad \mathbf{\$39,269.25} \end{aligned}$$

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City of Rush City Budget Numbers

$$\begin{aligned} & \mathbf{\$118,222} - \$5,710 + 0 + 23,200 + 12,500 + 3,885 + 17,280 + 16,800 + 2,700 + 16,000 + 0 \\ & \quad + 11,822 + 2572 = \$ 219,271 \text{ Budget} \end{aligned}$$

$$\begin{aligned} & \$ 219,271 * 0.11 (\# \text{ of Calls}) = \$24,120 - \$2,025 (\text{Less } 90\% \text{ Fire Calls Collected}) = \\ & \quad \mathbf{\$22,095} \end{aligned}$$

Fire Contract Costs Over the Years

Year	Pop.	Pine City [54%]	% of Budget	Per Person	Change	Rush City [46%]	% of Budget	Per Person	Change	Totals	Total Per Person
2000	1145	\$7,284.00	72%	\$11.78		\$2,901.00	28%	\$5.51		\$10,185.00	\$8.90
2005	1258	\$11,174.00	84%	\$16.45	+53%	\$2,050.00	16%	\$3.54	-29%	\$13,224.00	\$10.51
2010	1622	\$12,761.00	64%	\$14.57	14%	\$7,080.00	36%	\$9.49	245%	\$19,841.00	\$12.23
2015	1592	\$14,667.00	42%	\$17.06	15%	\$20,477.00	58%	\$27.96	189%	\$35,144.00	\$22.08
2020	1688	\$23,078.00	66%	\$25.32	57%	\$12,109.00	34%	\$15.59	-41%	\$35,187.00	\$20.85
Avg.		\$13,792.80	66%	\$17.04	29%	\$8,923.40	34%	\$12.42	91%	\$22,716.20	

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Fire District Facts

Rock Creek Percentage of Budget:

- 10.55%

Startup Estimate Cost Based on a \$2,000,000 Budget:

- \$ 354,800.00

Cost Based on a \$400,000 Annual Budget for On-Going Years:

- \$ 57,280.00

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Mutual Aid Calls - Comparison

Rush City Fire Department - Mutual Aid Given					Pine City Fire Department - Mutual Aid Given				
	2019	2020	2021	3-Yr Avg		2019	2020	2021	3-Yr Avg
Almelund	1	0	0	1	Braham	2	3	1	2
Braham	0	3	1	1	Brook Park	2	1	0	1
Cambridge	0	1	0	1	Hinckley	0	1	4	2
Grantsburg	0	1	0	1	Grantsburg	3	1	2	2
Harris	1	4	2	2					
N. Branch	3	1	1	2					
Pine City	3	1	3	2	Rush City	5	3	6	5
Total	8	11	7	9	Total	12	9	13	11

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Response Times From 911 Dispatch [Assigned to Onscene]

**PCFD
Average**

12:06

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**RCFD
Average**

13:08

ISO - EXACT SAME FOR PCFD AND RCFD

Within 1000' of Credible Water Supply ISO: 4

Within 5 Road Miles ISO: 6

Over 5 Road Miles ISO: 10

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Insurance Comparisons

It is impossible to estimate how individuals will be affected by insurance rates.

Some insurance companies base ISO off of zip code only, some base it off of actual physical address.

Some residents are in the Rush City District already, but have a Pine City zip code.

Some insurance companies give discounts based off of ISO alone, others have other criteria.

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ISO Change from 6 to 10

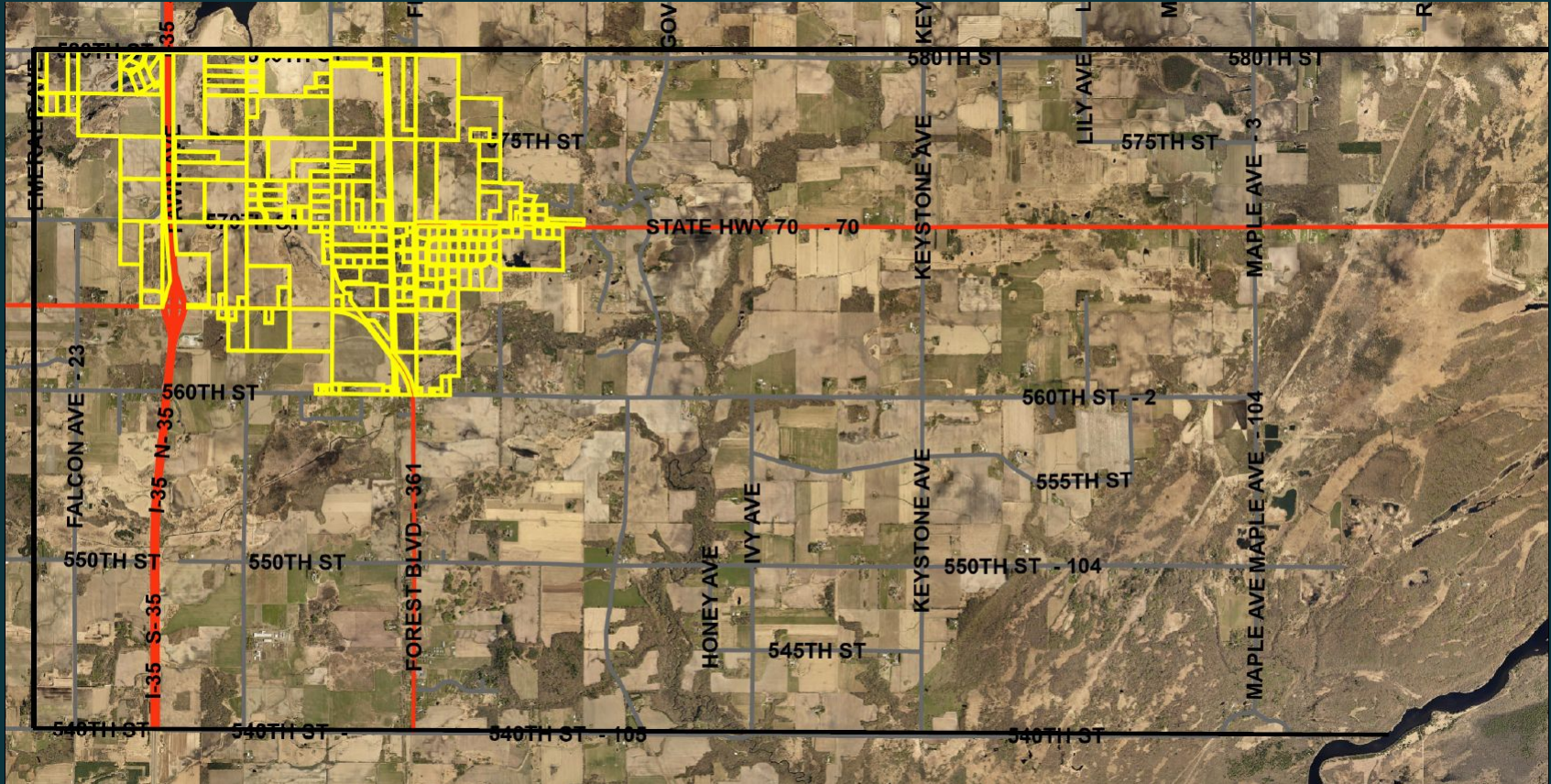
Approximately 160 Homeowners in the City of Rock Creek will change from an ISO of 6 to 10.

Approximately 650 Total Homeowners in the City of Rock Creek.

Approximately 25% of residents will be affected by an ISO Change.

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Rock Creek Residents whose ISO *could* be affected



\$\$ COMPARISONS \$\$

**Switch to
Rush City 100%**

\$ 48,407.00

**Total/Person
\$ 27.58**

Current 2023

PCFD \$39,269.25

RCFD \$22,095.00

Total \$61,364.25

**Total/Person
\$35.31**

**Switch To Fire District
100%**

Startup \$ 354,800.00

Annual Costs \$ 57,280.00

Total \$412,080.00

**Total/Person
\$237.10**

Essentially we'd be paying DOUBLE for the first 6.2 Years to break even from startup costs.

References

[Billable Runs/Calls - 3 Year Average](#)

[Mutual Aid Calls](#)

[Budget Breakdowns - Comparisons](#)

Formulas – Comparing Numbers

[Pine City Formula](#)

[Rush City Formula](#)

[LMC Formula](#)

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Feedback

We welcome you to fill out the google form in the link below to share your opinions with the City of Rock Creek

[Fire Protection Feedback Survey](#)

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Fire District Meeting at Pine City Township Hall

July 19th, 2023 7:00 PM

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Meeting Called to order.

Committee Roll Call: City of Rock Creek, City of Pine City, Pine City Township, Chengwatana Township

Not Present: Royalton Township, Pokegama Township

Present: Shawn Linnell – Pine City Township Supervisor, Abbie Raudabaugh – Pine City Township Supervisor, Les Bloom – Chengwatana Township Supervisor, Dan Saumer Rock Creek City Council, Dave Hill City of Pine City Council. Mrs. Kufner, George Kufner – Public.

Agenda reviewed – added one item.

Rock Creek Informational Meeting Update - Dan Saumer provided update and summary. Open house style informational meeting was held in Rock Creek on July 10, 2023. Meeting purpose was to present information, fiscal considerations and potential options for residents to provide feedback on. 34 residents attended in addition to city council members present. Was hoping more would attend, but overall, well attended. Gave slide presentation which is currently posted on Rock Creek website. Residents had ability to ask questions and comment at meeting, fielded approx. 70 questions noting majority were positive and constructive comments or general questions. Purpose was to look at fiscal responsibility and determine if it made sense from a resident perspective to join fire district. Have also posted survey on website to obtain feedback from any residents that were unable to attend, intent is to gather comments directly to deputy clerk that can be forwarded to council for consideration. Discussion regarding desiring more representation from residents in evaluating concerns and support, hoping online survey encourages residents to give feedback.

New Resolutions of commitment to participate in submitting a grant application for the service Planning Program – None reported.

RFP - Dave Jensen of State Fire Marshall's office unable to attend due to current schedule conflict, training every Wednesday evening through September. Would need to propose a different day to meet if his presence is requested prior to September.

Fees and Studies – Shawn presented list of items to be included in RFP, distributed and discussed. Most items on list came from requirements communicated from State Fire Marshall. A few items were added to list after discussion regarding mutual aid, current and future needs for protection and assistance to other agencies and a mockup of what the area would look like as a district. Suggested to add history of mutual aid for Pine City Fire Department, dating back as far as 10 years for full analysis of trends in services and how these have changed over the years. Other items to consider adding include current and future ISOs based on water sources (i.e., wells and substations) and how ISOs could be impacted, disadvantages of forming of district vs contracted fire department. (i.e., Response times, employee pool,

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distance, availability, etc.). Will strike item 11 from proposed list, total of 13 items agreed upon to be included in study. Shawn to update and finalize RFP inclusion list and work through scope language for drafting of RFP.

Application ideas –

Dave Hill presented ideas given to him from City of Pine City to share with committee. List was distributed to committee members for review and consideration. Discussed areas of special concern to be addressed in application which include locations and response times, water sources and response time. Other ideas included considering shared costs and how it is currently structured. Dan Saumer suggested adding recommendations to improve fire service support. Dave Hill proposed having a work session to further collaborate deeper on all considered items, nothing currently planned. Discussion about what cost is to be included in application or if will have to wait for RFP process to be completed with cost determined before can be included in application, Shawn Linnell to follow up and clarify.

Discussion about current formulas being used, Rock Creek not currently being charged for Highway crashes. May be a substantial consideration for them in determining whether to fully commit City of Rock Creek to district. Other stakeholders may have similar considerations.

Set next meeting date, location and agenda – Reviewed agenda for August. Next meeting: meeting at Pine City Township at Aug 16th at 7:00 PM after Fire Committee Meeting.

Shawn to work with Tammy Carlson (Pine City Township Clerk) and Abbie Raudabaugh (Pine City Township Supervisor) to draft RFP and Application framework for distribution and review at next meeting.

Meeting adjourned at 8:21 PM

Respectfully Submitted,

Abbie Raudabaugh, Supervisor

Chairman, David Nordrum

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Fire District Meeting at Pine City Township Hall

July 19th, 2023 7:00 PM

Meeting Called to order.

Committee Roll Call: City of Rock Creek, City of Pine City, Pine City Township, Chengwatana Township

Not Present: Royalton Township, Pokegama Township

Present: Shawn Linnell – Pine City Township Supervisor, Abbie Raudabaugh – Pine City Township Supervisor, Les Bloom – Chengwatana Township Supervisor, Dan Saumer Rock Creek City Council, Dave Hill City of Pine City Council. Mrs. Kufner, George Kufner – Public.

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Application ideas –

Dave Hill presented ideas given to him from City of Pine City to share with committee. List was distributed to committee members for review and consideration. Discussed areas of special concern to be addressed in application which include locations and response times, water sources and response time. Other ideas included considering shared costs and how it is currently structured. Dan Saumer suggested adding recommendations to improve fire service support. Dave Hill proposed having a work session to further collaborate deeper on all considered items, nothing currently planned. Discussion about what cost is to be included in application or if will have to wait for RFP process to be completed with cost determined before can be included in application, Shawn Linnell to follow up and clarify.

Discussion about current formulas being used, Rock Creek not currently being charged for Highway crashes. May be a substantial consideration for them in determining whether to fully commit City of Rock Creek to district. Other stakeholders may have similar considerations.

Set next meeting date, location and agenda – Reviewed agenda for August. Next meeting: meeting at Pine City Township at Aug 16th at 7:00 PM after Fire Committee Meeting.

Shawn to work with Tammy Carlson (Pine City Township Clerk) and Abbie Raudabaugh (Pine City Township Supervisor) to draft RFP and Application framework for distribution and review at next meeting.

Meeting adjourned at 8:21 PM

Respectfully Submitted,

Abbie Raudabaugh, Supervisor

Chairman, David Nordrum

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TO: Fire District Exploration Partners

FROM: Scott W. Hildebrand, City Administrator

DATE: 07/19/2023

RE: FY 24-25 Application (1)

1. **Project Description** – The City of Pine City is seeking to partner with neighboring communities and townships to explore the potential benefits or challenges of forming a Fire District.
2. **Cost Benefit** – Partnering members will benefit from the information obtained as it will help provide information related to the benefits or challenges of forming a Fire District. Partnering members realize this endeavor may be costly, but the grant helps to share this information at a more reasonable cost.

A major concern is to eliminate any duplicate financial responsibilities, so as not to increase costs for the partners.

3. **Statement of Effect** – The goals accomplished by this grant will help provide a 3rd party recommendation and information from many of the areas partnering members have not anticipated. Success will not be measured by whether the partners move forward with a Fire District, but in obtaining information for improving current services to our residents, which may include starting a Fire District.
4. **Additional Information** – several area partners (Cities and Townships) are committed to this project and have invested hours and money towards the project. This cooperation is key and reflects the grant investment would be worthy of the funding request.
5. **Champion or Leader** –
6. **Other Specific Concerns** –
 - a. If it is determined that sub-stations are necessary, how is that determination made as to where they should be located in relation to the existing Fire Department.
 - b. How are shared costs determined should one of the current Partners decide to bow-out of the proposed Fire District (now or future).
 - c. Is there a procedure to contract with other entities who may wish to receive fire service, but have no interest in Fire District membership.

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Draft RFP, minutes and reminder of tomorrow's fire district/study meeting

Carl Pederson <cpederson@pinecitymn.gov>

Tue, Aug 15, 2023 at 6:19 PM

To: Tammy Carlson <pctownclerk@gmail.com>

Cc: Scott Hildebrand <admin@pinecitymn.gov>, Carl Pederson <cpederson@pinecitymn.gov>, Tom Miller <tmiller@pinecitymn.gov>

Ms. Carlson.

Attached is the RFP which you sent out for tomorrow's joint meeting. I will not be in attendance as I have a hospital board meeting. That noted, I need to express disappointment in some key elements stated in the document. Starting with the explicitly stated wording of "**purpose**" in the opening statement on page 1. This sentence structure is a leader statement which could influence the direction of the study, right out of the gate.

Also, to my the best of my knowledge no one in the city was asked to review the RFP and provide accurate information, such as what the citizens of Pine City pay for fire protection services or other impact items in the proposal. The language on page four represents what our council supported and agreed to share the cost on.

I am requesting that this RFP be pulled from discussion tomorrow so our council and staff can review and comment/evaluated

Page 1.**The Pine City, City Council did not agree to this language:****Purpose**

The joint committee of _____ invites qualified firms to submit a proposal for consulting services to prepare a comprehensive department study ~~for the formation of a joint services fire district.~~ The goal of this study is to evaluate existing services against potential options to enhance the shared service relationship between those entities who currently contract for shared fire department services with the City of Pine City. The consultant shall be responsible for evaluating the current departmental contracted services and options and ~~implementation strategies for the creation of a new shared service Fire District.~~

Page 4. " 9This language is what our council agreeded to as part of the grant":

The key entities seeking a consultant to conduct a comprehensive study; with the goal of enhancing the existing shared service relationship between the City of Pine City and contracted cities/ townships; are as follows:

1. City of Rock Creek
2. City of Pine City
3. Chengwatana Township
4. Pine City Township
5. Pokegama Township

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Scott, please add this matter to the Thursday meeting agenda to brief the full council.

Respectfully,
Carl pederson
Mayor,
City of Pine City, MN
cpederson@pinecitymn.gov

(763)923-4288

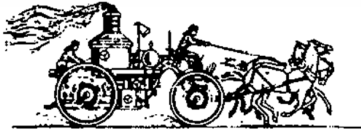


From: Tammy Carlson <pctownclerk@gmail.com>
Sent: Tuesday, August 15, 2023 3:18 PM
Subject: Draft RFP, minutes and reminder of tomorrow's fire district/study meeting

[Quoted text hidden]

 **PC Fire District RFP Draft 08.14.23.docx**
37K

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PINE CITY
Fire Department
400 5th Street SE
Pine City, Minnesota 55063

Fire Committee meeting minutes

8-16-2023 5:30PM

Attending municipalities: City of Pine City, Pokegama Township, City of Rock Creek, Pine City Township, Chengwatana Township, City of Henriette, Mission Creek Township,

Council members in attendance: Councilor Dave Hill

Others in attendance: Chief Tom Miller, City Administrator Scott Hildebrand, Wayne Whited, Dan Saumer, Shawn Linnell, Les Bloom, Terry Peterson, Debbie Kane, and Deb Lundquist

Meeting called to order: Fire Chief Tom Miller called the meeting to order at 5:30PM

New Fire Truck: Due to impending weather conditions - the Committee went outside to see the fire truck.

Communications:

a. Truck status

I. Vehicles in/out of service: All engines and tankers are fully in service.

Ladder 11 is in service.

New Engine arrived - Training and mounting of equipment prior to going into service.

Utility Trucks (Grass Rigs) - Units 23, 27, 30, and 31 are fully in service. The J-5 track vehicle is fully in service. UTV 1 & 2 are in service. ATV is in service.

Rescue Boat - Inflatable and hard bottom are in service, water rescue suits are in service as well.

II. Scheduling of Maintenance, inspections and pump testing: Chief Tom Miller sent out requests for pricing for these items, which he does annually to compare pricing to see where they will get the best value. Emergency Apparatus maintenance is scheduled to start 9/2023 for inspections, pump testing and pump service. The annual ladder testing and pump testing are completed.

b. General readiness: There are currently 21 Firefighters on the roster. Of the 21, 4 are currently in their probationary status who are all trained and soon to come off probation.

For the ongoing training, they are using funding from the budget and grant funds from the Minnesota Board of Firefighter Education to bring in outside instructors for the majority of our monthly trainings. Some of the topics are covering the OSHA required annual trainings, fire ground safety topics, fire ground tactic topics and first arriving officer trainings.

c. Budget vs. actual: Budget through July 2023. Nothing out of the ordinary on the expense report.

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- d. Billing Update:** YTD Fire Bills received is \$16,980. YTD amount billed is \$37,425. The City has sent all outstanding fire bills for 2022 and 2023 to collections. The only bills not sent to collection we received notice of bankruptcy.
- e. Fire Calls by District:** Braham - 1; Brook Park - 1; Chengwatana Township - 4; City of Pine City - 33; Grantsburg - 1; City of Henriette - 3; Mission Creek Township - 10; Munch Township - 2; Pine City Township - 13; Pokegama Township - 29; City of Rock Creek - 21.
- f. Budgetary Breakdown for City:** Fire Chief Tom Miller provided information to show how much the City pays above and beyond.
- g. Grants received:**
 - A \$2,000 grant was received from Minnesota Energy Resources to be used for a new trailer for the donated UTV. The City does have some ARPA funds set aside for the trailer.
 - Grant update - AFG, Fema - No word yet; MN DNR - Turned down.

Old Business:

- a. Proposed contract for Fire Protection Services:**
 - **Proposed written contract for fire protection:** No new updates or discussions.
 - **Update for the Fire Committee Discussion:** No discussion.

Fire District Update and Discussion:

- **Update opportunity on the possibility of forming a Fire District:** Shawn Linnell from Pine City Township addressed the Committee stating he received further information from the State Fire Marshal. With this new information from the State Fire Marshal, the current draft RFP that was proposed by Pine City Township will be updated and resent to the Townships. We did not have to have the RFP completed yet and it should have said draft form. We will be working on this at the following meeting at the Pine City Town Hall meeting.

Any additions:

Audited financials will be emailed once the Audit is complete.

Adjourned at 6:12PM by Fire Chief Tom Miller.

Minutes by: Tabitha Pickett, Administrative Assistant - City of Pine City

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Fire District Meeting at Pine City Township Hall

Wednesday, August 16th, 2023 7:00 PM

Meeting Called to order.

Committee Roll Call: City of Rock Creek, City of Pine City, Pine City Township, Chengwatana Township, Pokegama Township

Present: Shawn Linnell – Pine City Township Supervisor, Abbie Raudabaugh – Pine City Township Supervisor, Les Bloom – Chengwatana Township Supervisor, Dan Saumer Rock Creek City Council, Dave Hill City of Pine City Council, City Administrator- Hildebrand, Fire Chief Tom Miller, Pine City Township Clerk-Tammy Carlson,

Agenda reviewed – added one item under 3A work with State Fire Marshall.

The City of Pine City provided their edits to the Request for Proposals draft to the full committee.

Pine City Township Supervisor Shawn Linnell provided an update after he reached out to David Jensen. Shawn reviewed with the committee the steps and dates for the process of submitting the grant application to the State Fire Marshall's office. The planning/study grant application comes out September 1, 2023 and ends December 31, 2023. The application is required to have an estimated cost included. The applications go to a steering committee for input, then goes on to a grant advisory committee which makes a decision in June 2024. Once that is awarded the Request for Proposals which we are drafting goes out.

Items needed for the request for estimates include:

-tasks to be completed or accomplished.

-the purpose

-a timeline which would go in the RFP

Two companies work in Minnesota: Fitch & Associates and Triad. It is the consensus to work with a consultant that knows the area.

Shawn thanked Supervisor Abbie Raudabaugh for her hard work putting together the draft Request for Proposals (RFP). The request for estimate was discussed. It is the goal of the committee to complete the application and prepare an estimate by the end of this year.

Editing work was done by the committee.

Key entities to be included in the RFP include: City of Pine City, City of Rock Creek, Pokegama Township, Royalton Township, Pine City Township and Chengwatana Township.

Pine City Council Member David Hill and City Administrator Hildenbrand shared that a small committee at the city reviewed the draft RFP. Administrator Hildebrand feels it would be quite appropriate to include the formation of a fire district on page 3 under purpose in the first paragraph. The agreed wording was changed to read: "Recommending strategies for improving such services to include the

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implementation of strategies for the creation of a new shared fire district.” Pages 5-6 were reviewed and there were no issues with the employer segment from Pine City.

Where abbreviations are used, the full word will be used at first and then express in the rest of the document with abbreviations. On page 4 and 2 analysis was replaced with analyze. On page 4 and 3 determine was replaced with ideal. On page 5 under 4 identification of which potential services was used and A and B were added to read: a) expansion of current services. B) If a district were to be formed.

On page 5 these edits were made:

5) was changed to read, “explain cooperative training and equipment procurement between departments and other public safety groups.

6) district/multi station department.

7) this item is noted to be required

8) Shawn Linnell will check with David Jensen if the committee should use procedures or guidelines. For now, it will read: set of operating procedures/guidelines.

13) changed be, to come. Changed and to, or adding substations.

Tammy Carlson, Abbie Raudabaugh and Shawn Linnell will work together to produce a clean copy of a draft for estimates and email out to the committee by August 25th, requesting feedback/changes by September 1st with a goal of sending the letter and request for estimates out by email to Fitch & Associates and Triad by September 5th. The deadline for consultants to submit and estimate will be October 2nd.

Next meeting set for October 18th at 7:00 pm at Pine City Township where RFE submissions will be reviewed.

Meeting adjourned at 8:41 PM

Respectfully Submitted,

Tammy Carlson

Clerk Pine City Township

Chairman, David Nordrum

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Present: Shawn Linnell – Pine City Township Supervisor, Abbie Raudabaugh – Pine City Township Supervisor, Les Bloom – Chengwatana Township Supervisor, Dan Saumer Rock Creek City Council, Dave Hill City of Pine City Council, City Administrator- Hildebrand, Fire Chief Tom Miller, Pine City Township Clerk-Tammy Carlson,

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Respectfully Submitted,

Tammy Carlson

Clerk Pine City Township

Chairman, David Nordrum

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	In your personal opinion.	
Street Name	What do you believe the City of Rock Creek should do for Fire Protection right now.	Please provide any additional comments that you would like to share with the City Council Members.
560th	Go to Rush City for 100% Coverage	
Stephanie Lane	Stay With Current Protection - 54/46%	Why eliminate an ISO rating of 6 for 126 homeowners??? Switching to Rush City makes everyone a 10... The \$12,000 a year the Rock Creek would save, is just going to forced down the throats of its residents when our premiums jump...
Fairfield	Stay With Current Protection - 54/46%	
Glendale Ave	Stay With Current Protection - 54/46%	
560th st	Stay With Current Protection - 54/46%	
		It keeps the future choices open until the fire district survey is done. Sounds like there is an "escape clause" in the PC contract renewal? Strongest position to negotiate with the better equipped PC Dept. and giving time to assess likely increasing costs for Rush City as they "catch up" with equipment difference? Not "burning bridges" to surrounding communities has a better future in it. Also, it would be interesting to determine whether Rock Creek can file a public information request with both Rush and Pine Cities to get the fine details of the actual fire department expenses that may be missing? Their financial information access should be addressed in their data practices policies and inventory.
Croix Lane W	Stay With Current Protection - 54/46%	
575rh. Street	Go to Rush City for 100% Coverage	
550th	Go to Pine City for 100%	We live in Pine County, we should be served by Pine City. Also have a Pine City or a Rock Creek address and a 629 phone. There are too many loop holes right now.
560 th	Go to Rush City for 100% Coverage	
Elmcrest ave	Go to Rush City for 100% Coverage	
Falcon avenue	Wait for Feasibility Study	Do what is best for all citizens
Glenview Ave	Wait for Feasibility Study	Thank you for being open about this topic
Hwy 70	Wait for Feasibility Study	Agree with pokegema, pine and chengwatana townships
St hwy 70	Stay With Current Protection - 54/46%	The National Fire Protection Agency or N.F.P.A states that a fire doubles in size every 30 seconds. So according to your slide show if the City of Rock Creek was to switch to Rush City Fire the fire would quadruple in size, just by switching departments. Reducing the chance of saving anyone or anything. This must also mean a person in a car accident will need to wait on average 1 minute longer for help. I strongly do not agree that \$7.71 is worth putting peoples lives and property at more of a risk. Fire protection should not be about money or politics, it should be about helping the people in need as quick as possible.
Arabian Dr	Stay With Current Protection - 54/46%	
Olson Memorial Dr	Go to Rush City for 100% Coverage	
Olson Memorial Dr	Go to Rush City for 100% Coverage	
Forest Blvd	Stay With Current Protection - 54/46%	
Falcon Ave	Go to Rush City for 100% Coverage	
560th st	Go to Rush City for 100% Coverage	I feel like as a resident of Rock creek, and after reviewing the information provided it only makes sense to go with Rush city fire department. Reviewing the response times and insurance information and how close it is with both departments versus the price difference it only makes sense. Both fire departments are very professional, and very good at what they do. But that being said if we can save the residence and city money while still getting quality fire protection, I think that's the better option.
Fairfax	Stay With Current Protection - 54/46%	
Hwy 70	Stay With Current Protection - 54/46%	
560th st	Stay With Current Protection - 54/46%	
560th st	Go to Rush City for 100% Coverage	
570th Street	Wait for Feasibility Study	
Keystone ave	Go to Rush City for 100% Coverage	
Stephanie Lane	Stay With Current Protection - 54/46%	
Honey Avenue	Go to Rush City for 100% Coverage	
560th Street	Go to Rush City for 100% Coverage	By going with Rush City we will have an opportunity to save our residents money by lowering their insurance if the city were to build a shed to house a tanker put there by Rush City fire. The shed would pay for itself in a few years by going 100% with Rush City coverage due to the lower cost it would be to have Rush cover the area vs Pine City covering the area. Please highly consider having Rush City cover all of Rock Creek. Speaking from experience they are to the scene with firefighters geared up and water running long before any other fire department for the same areas.

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560th	Go to Rush City for 100% Coverage	
560th St	Go to Rush City for 100% Coverage	
Maple Ave	Stay With Current Protection - 54/46%	
Arabian Dr	Go to Rush City for 100% Coverage	I moved to Rock Creek 5 years ago and I'm also on Rush City Fire Department. There are two other members of RCFD that live in Rock Creek. If a fire truck was allowed to be parked at the Rock Creek City Garages or a second station built the ISO ratings likely would come down, reducing insurance premiums for property owners. In addition response times would be quicker than they already are. The equipment we have at RCFD is top of the line and I believe it far exceeds any neighboring fire department in the region.
570th St	Other - See Comments	A feasibility study for the new fire district could be done. In the meantime, what would it take for Rock Creek to create its own fire resources? Can we find somewhere centrally located in our community to build our own fire hall and purchase equipment that would suffice for our needs? Can we find savings in some areas of spending to help fund? What assets and funds are currently available? Let's deep dive and see why we can't afford to do this for ourselves. Are there grants and initiative monies available to our community to make it happen? Who's willing to look into it?
560th	Go to Rush City for 100% Coverage	In my opinion, why play by everyone else's rules when we can make our own?
Mallard Creek Trail	Go to Rush City for 100% Coverage	
555th	Go to Rush City for 100% Coverage	You can't trust PCFD, because of the PC counsel, they will put out numbers to please them at your cost.
580th st	Stay With Current Protection - 54/46%	
560th street	Other - See Comments	
forest blvd	Go to Rush City for 100% Coverage	
570th	Stay With Current Protection - 54/46%	
Falcon avenue	Wait for Feasibility Study	Do what the tax payer wants
Forest Blvd	Wait for Feasibility Study	City Council: Please consider doing the feasibility study by including all community members that will be affected. All facts should be gathered and considered before any decisions are made. With transparency on actual costs with both Pine City and Rush City departments. Meanwhile negotiate a agreement with current contracts with both Pine City and Rush City for 2 years while the study is in progress. Being proactive with the future of fire protection for the city of Rock Creek will be beneficial for all residents. Thank You for your attention in this matter. Craig Saari
560th street	Stay With Current Protection - 54/46%	Go to pine city for the whole county
Falcon avenue	Wait for Feasibility Study	
570th St	Stay With Current Protection - 54/46%	
560th St	Go to Rush City for 100% Coverage	RCFD has the most equipment/training in the EC MN/NW WI areas and has sound leadership. RCFD Chief assisted us in submitting their (ISO?) rating to our insurance which saves us \$750/year in premiums.
550th	Wait for Feasibility Study	
560th st	Go to Rush City for 100% Coverage	
560th st	Go to Rush City for 100% Coverage	
State Hwy 70	Stay With Current Protection - 54/46%	
550th Street	Go to Rush City for 100% Coverage	
State Hwy 70	Wait for Feasibility Study	*The slide show is very confusing. *I would like to see multiple options times for the information meetings. 1 time slot was not adequate. *I would like to see the current coverage areas for PC and RC fire. *What are the "man-power" requirements? Can they be met? * Define what is meant by "fire district". *Data slides were confusing as the 2 cities were not formatted in the same manner. * Cost per person slide did not make sense. * Where did the estimated "start-up" cost come from? I want to see a detailed breakdown.
Valley Lane	Go to Rush City for 100% Coverage	We are new to the community but find country living is rather expensive and seems feasible to choose one city for coverage, maybe limit the confusion(if any) for coverage. I am appalled at our property tax cost and the thought to pay a penny more for any more services makes me sick
Valley Lane	Go to Rush City for 100% Coverage	

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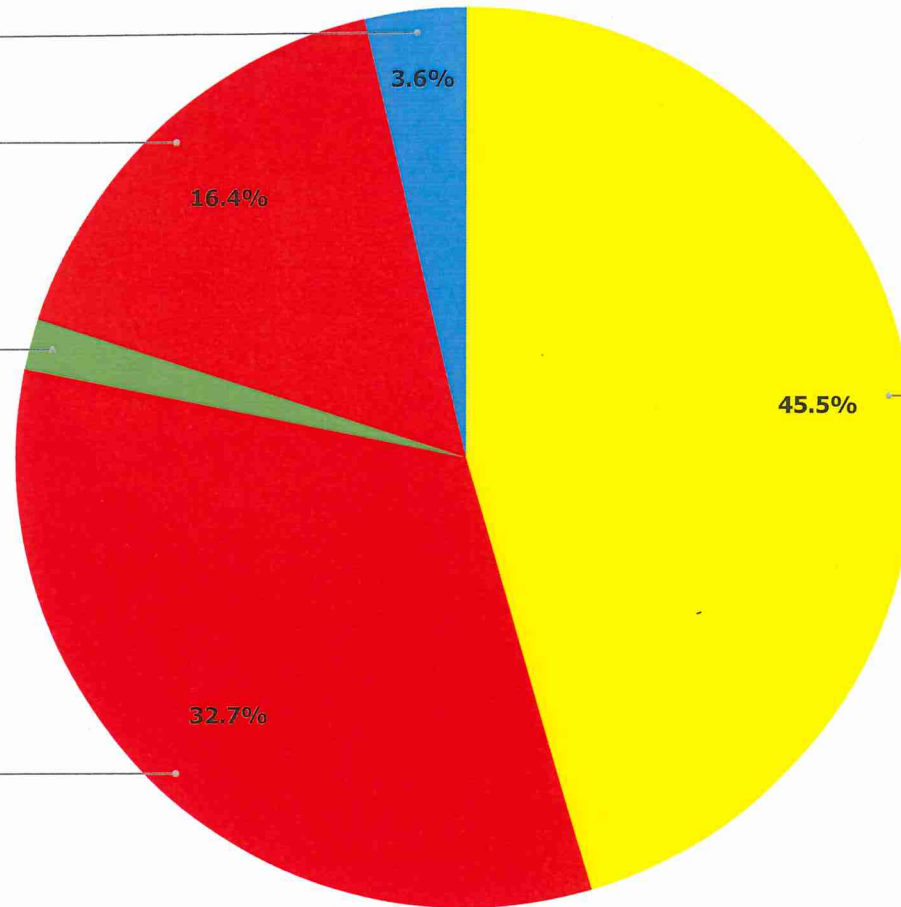
Feedback From Fire Protection Survey

Other - See Comments
3.6%

Wait for Feasibility Study
16.4%

Go to Pine City for 100%
1.8%

Stay with Current - 54/46%
32.7%



Go to Rush City for 100%
45.5%

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MINUTES

Fire Committee

5:30 PM - Wednesday, November 15, 2023
400 5th St. SE

The City of Pine City Council met in Fire Committee on Wednesday, November 15, 2023 at 5:30 PM in the 400 5th St. SE.

1. CALL TO ORDER

Members Present: Debbie Kane - City of Henriette, Wayne Whited - Pokegama Township, Shawn Linnell - Pine City Township, Council Member Dave Hill, Deb Lundquist - Mission Creek Township, Terry Peterson - Pokegama Township.

Staff Present: Fire Chief Tom Miller and City Administrator Scott Hildebrand

2. CONSIDERATION AND APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.1. AUGUST 16, 2023 FIRE COMMITTEE MINUTES

Motion to approve August 16, 2023 Fire Committee Minutes by Kane, second by Lundquist. Motion carried.

4. OLD BUSINESS

4.1. COMMUNICATIONS:

Miller provided the Budget vs. Actual to show where the fire department is to date through 10/31/2023. He noted that some October bill may or may not be reflected yet. Miller provided the Fire Billing Revenues to date. He stated the bills are being more closely monitored to the effect that they are going to collections after a 90, 3 letter wait. He informed the Committee that the collection agency keeps 40% of the amount they collect.

4.2. TRUCK STATUS REPORT

Miller informed the Committee that he has truck inspection report if anyone wanted to see them. There are repairs set to begin on Monday November 20, 2023, but mentioned that some of the things needing repairs are made by the fire department. He stated that at the August meeting that the ladder truck could be used, but found out that it can not be used for anything other than an "engine" now due to the inspections and repairs needed. The City has intentions of replacing the ladder truck and Miller might have found one. It was noted that the City will take on the costs and not defer to Townships for the cost of replacing the ladder truck.

The new fire truck went back to Rosenbaur as it was discovered in training that there

was malfunctions. The new truck is back now and going to be fully equipped and training is to take place soon.

4.3. GENERAL READINESS

~PERSONNEL

~TRAINING

Miller stated that there are 23 active firefighters with some still in probationary period, 2 in class, and he just handed out two applications to hopefully get more firefighters.

4.4. YEAR TO DATE RUN SUMMARY/CALLS BY DISTRICT

Miller stated there is currently 156 fire calls for the year and broke it out by district. He mentioned that October was slow.

4.5. GRANT UPDATE

Miller informed the Committee that they haven't received a denial letter from FEMA yet, but knows the letter is coming soon. It is approximately 6-8 weeks to get the next application in for next year.

4.6. CONTRACT DISCUSSION FOR FIRE PROTECTION SERVICES - ANY DISCUSSION?

Miller informed the Committee that everyone in attendance has already signed and turned the contract back in and that the new contract starts at 12:00AM on January 1, 2024. He stated that there are two entities that haven't signed and submitted the contracts yet. If they don't, there will need to be some reconfiguring done.

4.7. FIRE DISTRICT UPDATE AND DISCUSSION

Linnell stated there is a meeting tonight (November 15, 2023) after the Committee meeting to finish up the grant application as it needs to be turned in by the end of the year.

5. NEW BUSINESS

5.1. 2022 PCFD AUDIT REPORT

Miller explained the audit and informed the Committee he had a handout if anyone would like it. He stated that if you look over the revenue for the fire department from the FY 2022, you will see that there was more income than budgeted for, with \$51,220.00 in grants, and the \$15,431.11 overage in the fire contract charges column. If you look to the second page with the net revenue & expenditures, there is a final balance of \$11,466.21. This is partially in due to the contracts which were not paid for FY 2021, totaling \$15,431.11. Thus, that amount should have been transferred to the 2022 budget, but was not available to be transferred to that account due to the audit being completed for FY 2022. Thus, a running total actual is - \$3,964.90 if you take the missed payments into consideration.

6. ADDITIONAL ITEMS, COMMENTS OR QUESTIONS

7. ADJOURNMENT

Motion to adjourn by Kane, second by Lundquist. Motion carried.

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CAO

Mayor

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Fire District Meeting at Pine City Township Hall
Wednesday, November 15th, 2023 7:00 PM

Meeting called to order

Committee Roll Call: Pokegama Township, City of Pine City, Pine City Township

Present: Shawn Linnell- Pine City Township Supervisor, Dave Hill- City of Pine City Council, Terry Peterson- Pokegama Township Supervisor, Wayne Whited- Pokegama Township Supervisor, Tom Miller- Pine City Fire Chief, Natalie Paredes- Pine City Township Deputy Clerk

Agenda reviewed- Approved by Shawn Linnell and seconded by Terry Peterson.

The Grant application questions 3 and 4 were worked on in the committee. Question 3 answer that was decided on was as follows; ***If awarded the study grant, the committee will use funding for a third-party study to gather information on ways/ideas to help improve our fire protection, emergency medical services, and responsiveness to other emergency situations in our area. Once the study is complete, the committee will meet to review the study and make determinations as to what current and future needs of fire protection and emergency assistance are needed for the area. Not limited to location of water sources, substations, employee needs, mutual aid and a potential multi-jurisdictional fire district.***

Question 4; ***All participants are committed to improve efficiency and effectiveness of our current services. We have received a lot of positive input from the cities and townships and the elected officials from our area. We have also received a fair amount of feedback from our residents in the area to consider ways to improve all fire protection and other emergency services in our area. The third-party study, if awarded, will help a large area of east central Minnesota develop a plan as to the current and future direction of fire protection and emergency services to be provided.***

It was noted by Tammy Carlson, Pine City Township Clerk, that the authorized official and fiscal contact must both be employed at the same township. It was decided that Shawn Linnell will be the fiscal contact as well as the authorized official champion of the project.

Pending further updates, after the grant is submitted, there will be no scheduled meetings.

At 7:45 PM, Terry Peterson motioned to adjourn and it was seconded by Dave Hill.

Respectfully submitted,

Natalie Paredes

David Nordrum

Deputy Clerk Pine City Township

Chairman Pine City Township

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Fire District Meeting at Pine City Township Hall
Wednesday, November 15th, 2023 7:00 PM

Meeting called to order

Committee Roll Call: Pokegama Township, City of Pine City, Pine City Township

Present: Shawn Linnell- Pine City Township Supervisor, Dave Hill- City of Pine City Council, Terry Peterson- Pokegama Township Supervisor, Wayne Whited- Pokegama Township Supervisor, Tom Miller- Pine City Fire Chief, Natalie Paredez- Pine City Township Deputy Clerk

Agenda reviewed- Approved by Shawn Linnell and seconded by Terry Peterson.

The Grant application questions 3 and 4 were worked on in the committee. Question 3 answer that was decided on was as follows; ***If awarded the study grant, the committee will use funding for a third-party study to gather information on ways/ideas to help improve our fire protection, emergency medical services, and responsiveness to other emergency situations in our area. Once the study is complete, the committee will meet to review the study and make determinations as to what current and future needs of fire protection and emergency assistance are needed for the area. Not limited to location of water sources, substations, employee needs, mutual aid and a potential multi-jurisdictional fire district.***

Question 4; ***All participants are committed to improve efficiency and effectiveness of our current services. We have received a lot of positive input from the cities and townships and the elected officials from our area. We have also received a fair amount of feedback from our residents in the area to consider ways to improve all fire protection and other emergency services in our area. The third-party study, if awarded, will help a large area of east central Minnesota develop a plan as to the current and future direction of fire protection and emergency services to be provided.***

It was noted by Tammy Carlson, Pine City Township Clerk, that the authorized official and fiscal contact must both be employed at the same township. It was decided that Shawn Linnell will be the fiscal contact as well as the authorized official champion of the project.

Pending further updates, after the grant is submitted, there will be no scheduled meetings.

At 7:45 PM, Terry Peterson motioned to adjourn and it was seconded by Dave Hill.

Respectfully submitted,

Natalie Paredez

David Nordrum

Deputy Clerk Pine City Township

Chairman Pine City Township

Minutes of the regular meeting of the City Council of Rush City held Monday, December 11, 2023, in the City Hall Council Chambers at 6:30 p.m.

Mayor Johnson called the meeting to order with the following members present: Councilors Mick Louzek, Frank Storm, Dan Meyer; Mayor Alan Johnson.

Member absent: Tom Schneider.

Others present included Finance consultant Kay Mattson, City Engineer Zach Schmitz of SEH, Fire Chief Bob Carlson, Chisago County Sheriff's Deputy Jess Gage, members of Rock Creek City Council, Amy Doeun of the County News Review and interested citizens.

The Pledge of Allegiance was recited.

Additions to the agenda included fire coverage for the City of Rock Creek.

Motion by Louzek, second by Storm: To approve the minutes of the regular meeting of November 27, 2023. MC

Motion by Louzek, second by Storm: To approve the minutes of the Planning Commission meeting of December 6, 2023.

Planning Commission business was then discussed. A public hearing had been held to consider the request of the Chisago County Ag Society to increase the number of allowed signs on the grandstand fence at the fairgrounds, and to allow signs to also be placed on the fence on the west side of the grandstand, facing Fairfield Avenue. Councilor Storm pointed out that the zoning ordinance does not allow signs to be placed closer than 5 feet from the property line in the R-1 zone, and the west fence may be closer than allowed.

Motion by Storm, second by Louzek: To table the request of the Chisago County Ag Society to place signs on the west grandstand fence until the Council meeting of December 27, 2023, to review the zoning ordinance and the distance of the west grandstand fence from the property line. MC

The City Bills and Claims were then reviewed. It was noted that there were two checks for the same dollar amount listed for Chris Gray for cell phone reimbursement. The Administrator noted that the second one should be for Mike Gray. She will inform the Accounts Clerk before the checks are printed.

Motion by Storm, second by Schneider: To approve the Bills and Claims of the City, with the correction noted above. MC

Notices and communications were then reviewed. The notice from the LMC regarding upcoming events and trainings was reviewed. The GPS 45::93 newsletter was also discussed. It was noted that GPS 45::93 is changing their name to the East Central Development Partnership.

The Administrator informed the Council that Bonnie Jennings had agreed to allow the City to move forward with working on the survey for the access easement and avigation easement for obstruction removal on parcels south of the runway.

Financial consultant Kay Mattson then gave a presentation on the 2024 final budget and levy.

Motion by Louzek, second by Meyer and carried: To approve the following:

RESOLUTION 2023-30

RESOLUTION ADOPTING THE FINAL 2024 RUSH CITY PROPERTY TAX LEVY AND BUDGET

WHEREAS, the City Council of the City of Rush City, at a duly called meeting reviewed proposed budget figures for the year 2024, and

WHEREAS, the Council found the 2024 budget and levy to be a fair and reasonable cost to provide an appropriate level of service to the citizens of the City of Rush City, and

WHEREAS, the City Council acknowledges the levy for the 2021 G.O. Improvement Bond is less than the required due to the availability of funds on hand, and

WHEREAS, the City Council also finds that there are other projects and undertakings that are in need of initial or additional funding that are either not included or are not fully funded by the proposed 2024 budget, and

WHEREAS, the City Council recognizes and acknowledges these projects, programs, needs and undertakings and hereby exercises its discretion in determining how best the property tax dollars and other available revenues shall be expended,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Rush City that, based on the final budget submitted to the City Council for consideration, they hereby certify the following final property tax levy for 2024:

General Government Levy:	\$601,418.00
EDA Levy	32,000.00
Special Levies:	
2019 FD Equip. Cert.	26,964.00
2016 G.O. Improve. Bond	138,000.00
2017 G.O. Improve. Bond	25,000.00
2021 G.O. Improve. Bond	<u>66,754.00</u>
 Total Final Levy	 \$890,136.00

Adopted by the City Council of Rush City this 11th day of December, 2023.

Mayor

Administrator

At this time, all those in attendance were called on for public comment.

Mayor Johnson then closed the regular meeting and opened the public hearing to review proposed amendments to the Rush City Ordinance, Chapter V. Municipal Regulation and Licensing, Part 2. Sale of Tobacco Products. The proposed changes were reviewed and discussed.

After calling for additional public comment and hearing none, Mayor Johnson closed the public hearing and re-opened the regular meeting.

Motion by Storm, second by Meyer and carried: To approve the following:

ORDINANCE 2023-08

AN ORDINANCE AMENDING CHAPTER V, MUNICIPAL REGULATION AND LICENSING, PART 2, SALE OF TOBACCO PRODUCTS, BY ADDING NUMBER 6 TO SECTION 501.03, ADDING LETTERS C, D AND E TO SECTION 502.07 AND AMENDING PORTIONS OF SECTION 502.09 RELATED TO PENALTIES

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BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RUSH CITY THAT THE FOLLOWING SECTIONS OF THE CITY ORDINANCE RELATED TO TOBACCO PRODUCTS BE AMENDED TO READ AS FOLLOWS:

Section 502.03. Basis for Denial of License, shall be amended by adding the following:

- (6) The business for which the license is requested is a moveable place of business. Only fixed-location retail establishments are eligible to be licensed.

Section 502.07. Other Prohibited Acts, shall be amended by adding the following:

- (C) **Illegal Possession.** It shall be a violation of this chapter for any person under the age of 21 to have in his or her possession any licensed product, tobacco, tobacco product, tobacco-related device, electronic delivery device, nicotine or lobelia delivery product. This division shall not apply to those lawfully involved in duly authorized compliance checks or who have only temporary possession during a legal sales transaction.
- (D) **Illegal Use.** It shall be a violation of this chapter for any person under the age of 21 to smoke, chew, sniff or otherwise use any licensed product, tobacco or tobacco product, tobacco-related device, electronic delivery device, nicotine or lobelia delivery product.
- (E) **Illegal Procurement.** It shall be a violation of this chapter for any person under the age of 21 to purchase or otherwise obtain any tobacco, tobacco product, tobacco-related device, electronic delivery device, nicotine or lobelia delivery product.

Section 502.09. Violations and Penalties, Letter (A) Violations, Number (1) shall be amended to read:

- (1) **Notice.** A person violating this ordinance shall either be issued a citation from the city or be given the opportunity to pay an administrative penalty. The city reserves the right to refuse to offer the administrative penalty and instead proceed directly with the misdemeanor prosecutions for a particular offense. The city will inform the alleged violator of the violation and advise them on how to take care of the citation, or, in cases of an administrative penalty, their right to have a hearing on the matter.

Section 502.09. Violations and Penalties, Letter (A) Violations, Number (2) Hearings, Letter (a), shall be amended to read:

- (a) Upon issuance of an administrative penalty, a person accused of violating this ordinance may request in writing a hearing on the matter. Hearing requests must be made within 10 business days of the time of the issuance of the notice and delivered to the City Clerk or other designated city officer. Failure to properly request a hearing within 10 business days will terminate the person's right to a hearing.

EFFECTIVE DATE.

This Ordinance shall become effective following its publication in the official newspaper of the City.

ORDAINED by the City Council of the City of Rush City, Chisago County, Minnesota this 11th day of December, 2023.

Mayor

Administrator

Fire Department business was then discussed. The City of Rock Creek requested that the Rush City Fire Department cover 100% of their city, starting January 1, 2024. Discussion followed regarding the mutual aid agreement with the Pine City Fire Department. It was noted that it is not an automatic mutual aid agreement.

Motion by Louzek, second by Storm: To authorize the Rush City Fire Department to cover all of the City of Rock Creek for fire protection, starting on January 1, 2024. MC

City Engineer Zach Schmitz then addressed the Council regarding the water treatment plant project. He explained that the plans are completed and the project is ready to be sent out for bids.

Motion by Meyer, second by Storm: To authorize SEH to advertise for bids for the water treatment plant project. MC

Motion by Storm, second by Louzek: To approve the on-sale liquor license application of The Fort, located at 80 W. 4th Street.

Motion by Louzek, second by Meyer: To approve the contract with Municipal Development Group for consulting planning services for 2024. MC

Council concerns were then discussed. Lead water lines in the City and issues at the Community Center were discussed.

Announcements were then given. City Hall will be closed for the holidays on December 22 and December 25, 2023, and January 1, 2024. The Friends of the Library will be hosting the Rush City Book Club on January 16, 2024 at the Rush City Library from 5:30-6:45 p.m., reading *Safe from the Sea*.

Motion by Louzek, second by Meyer: To adjourn the meeting at 7:51 p.m. MC

/s/ Amy Jo Mell
Administrator

Posted - Website

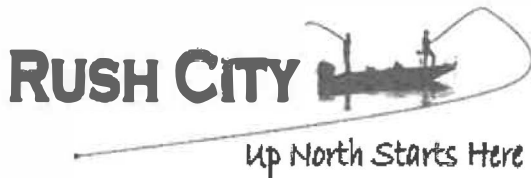
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Amy Mell

From: Amy Mell
Sent: Monday, December 18, 2023 12:27 PM
To: Alicia R. Stovern; 'Beth F. Wulf'
Cc: Bob Carlson (bobcarlson19@gmail.com)
Subject: Rush City Fire District change

Hi Alicia and Beth – The City of Rock Creek has requested that Rush City Fire Department cover 100% of their city starting January 1, 2024. We currently cover the southern 2 miles and Pine City Fire covers the north 2 miles. The Rush City Council has approved the change, as has the Rock Creek Council. Rock Creek will be getting a letter to us this week regarding the change. We will forward the letter to you. They are also forwarding the letter to Pine County dispatch. Will you need anything additional to make the changes on your end? Please let me know. Thank you!

Amy



Amy Jo Mell
City Administrator
City of Rush City
325 S. Eliot Avenue, PO Box 556
Rush City, MN 55069
320-358-4743
amell@ci.rush-city.mn.us
www.rushcitymn.us

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Amy Mell

From: Amy Mell
Sent: Wednesday, December 20, 2023 11:45 AM
To: 'Beth F. Wulf'; Alicia R. Stovern
Cc: Bob Carlson (bobcarlson19@gmail.com)
Subject: FW: Fire Coverage
Attachments: Pine County Sheriff Fire Protection LTR.pdf

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Hi Beth and Alicia – Attached is the letter that was sent to Pine County regarding the change in the fire protection service for Rock Creek. Thank you!

Amy



Amy Jo Mell
City Administrator
City of Rush City
325 S. Eliot Avenue, PO Box 556
Rush City, MN 55069
320-358-4743
amell@ci.rush-city.mn.us
www.rushcitymn.us

From: spangerl@cityofrockcreek.org <spangerl@cityofrockcreek.org>
Sent: Wednesday, December 20, 2023 11:09 AM
To: Amy Mell <amell@ci.rush-city.mn.us>
Subject: RE: Fire Coverage

Hello Amy,

Attached please find a copy of the letter to the Pine County Sheriff's Dept.

Thanks,
Sandy

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City of
ROCK CREEK

7000 State Hwy 70 Pine City, MN 55063
PH: (320) 629-2736 FAX: (320) 629-8934

December 19, 2023

COPY

Pine County Sheriff
635 Northridge Dr. Ste 100
Pine City, MN 55063

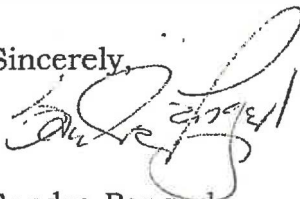
RE: 2024 Fire Protection

Pine County Sheriff's Office;

At the December 7, 2023 Rock Creek City Council meeting, the City Council voted to have 100% of fire protection coverage for the City of Rock Creek from the City of Rush City effective January 1, 2024.

The Rush City Council voted on December 11, 2023 to cover 100% of the City of Rock Creek for fire protection as of January 1, 2024 (see attached email).

Sincerely,



Sandra Pangerl
City Clerk Administrator

RECEIVED BY:

Kalbach Records

Attachment

DATE: 12/19/23

spangerl@cityofrockcreek.org

From: Amy Mell <amell@ci.rush-city.mn.us>
Sent: Friday, December 15, 2023 4:25 PM
To: Sandra Pangerl (spangerl@cityofrockcreek.org)
Subject: Rock Creek Fire Coverage

Hi Sandy – Chief Carlson asked me to let you know that the City Council voted on December 11, 2023, to cover 100% of the City of Rock Creek for fire protection as of January 1, 2024. We will update the contract and review it at the December 27, 2023 Council meeting. I will also get a copy to you. Thank you!

Amy

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MINUTES

Special Council Meeting

5:30 PM - Wednesday, December 20, 2023

City Hall Council Chambers

The City of Pine City Council met in Special Council Meeting on Wednesday, December 20, 2023 at 5:30 PM in the City Hall Council Chambers.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

5:30 pm

ROLL CALL

Mayor Pederson, Councilors Pettie, Hill, and Palmer were present.

CONSIDERATION AND APPROVAL OF AGENDA

Councilor Hill questioned why Administrator Hildebrand was not included in the closed session performance evaluations and motioned to include Hildebrand in the evaluations. Councilor Palmer second. Mayor Pederson opposed and explained that none of the councilors completed their evaluations of the administrator, which needed to be completed before having Administrator Hildebrand's evaluation. Mayor Pederson stated that he would resend the evaluation papers to all council members to complete before the next council meeting.

BUSINESS

a) APPROVE CHECK DETAIL REPORT

Councilor Pettie motioned to approve. Councilor Hill second. Motion carried unanimously.

b) DISCUSSION AND POSSIBLE APPROVAL OF LAW ENFORCEMENT SERVICES CONTRACT (CLARIFICATION).

Councilor Pettie motioned to approve. Mayor Pederson second. Motion carried unanimously.

c) DISCUSSION AND APPROVAL OF RESOLUTION 20221220-44 - APPROVING 2024 BUDGET AND FINAL LEVY CERTIFICATION.

Administrator Hildebrand presented power point of proposed budget, then opened it up to questions. Residents thanked council for not rushing into approving the budget at the last council meeting. At the last council meeting, Council listened to residents' concerns and department heads were able to make significant cuts in their budgets. This resulted in cutting the proposed levy almost in half. Mayor Pederson motioned to approve the \$2,040,342 budget. Councilor Pettie second. Councilor Palmer vote nay.

Motion carried.

**d) DISCUSSION AND APPROVAL OF RESOLUTION 20231220-45 -
CANCELLING THE MUTUAL AID AGREEMENT BETWEEN THE PINE CITY
FIRE DEPARTMENT AND THE CITY OF RUSH CITY.**

Chief Miller stated that Rock Creek did not sign their renewal fire contract with Pine City and will be going with Rush City Fire. However, Chief Miller had not received written notice, only verbal notice. Dispatch has received written notice. Councilor Palmer requested getting this information to the radio and paper so that people be made aware of Rock Creek's decision to terminate coverage with Pine City. Mayor Pederson motioned to approve resolution to terminate mutual aid with the City of Rush City. Councilor Hill second. Councilor Palmer abstained from vote, as he is a member of the Pine City Fire Department. Motion passed. Chief Miller stated that he would both mail and hand deliver the resolution to terminate mutual aid with the City of Rush City.

e) DISCUSSION AND POSSIBLE APPROVAL OF COMPENSATION MATRIX

Moved to second meeting in January 2024.

CLOSED SESSION

Open Council meeting was adjourned 8:05 pm. Mayor Pederson motioned to open Closed Session. Councilor Palmer second. Motion approved unanimously. Closed session began at 8:15 pm. Those present were Mayor Pederson, Councilor Palmer, Councilor Hill, Councilor Pettie, Administrator Hildebrand, and Deputy Clerk Marcy Peterson. Liquor Operations Manager Lara Smetana was present during her evaluation.

**a) CLOSED SESSION(S) - EVALUATION OF THE PERFORMANCE OF CITY
OF PINE CITY EMPLOYEES UNDER MINNESOTA STATUTES, SECTION
13D.05, SUBDIVISION 3.**

EXEMPT NON-UNION EMPLOYEES TO BE DISCUSSED ARE:

- 1. BROCK BLOOMQUIST - PARKS AND PUBLIC BUILDINGS MANAGER**
- 2. TOM MILLER - FIRE CHIEF**
- 3. MAURY MONTBRIAND - PUBLIC WORKS DIRECTOR**
- 4. LARA SMETANA - VOYAGEUR LIQUOR STORE MANAGER**
- 5. NICOLE TRICKER - FINANCE DIRECTOR**
- 6. ADAM ZEMEK - FIRE AND LIFE SAFETY INSPECTOR**

ADJOURN

Closed session motioned to adjourn by Mayor Pederson. Councilor Palmer second. Motion carried unanimously. Closed session adjourned at 10:37 pm.

Councilor Palmer motioned to open council meeting. Mayor Pederson second. Motion carried unanimously. Councilor Hill requested to read a letter he prepared for open session. Letter was read and concluded with Councilor Hill motioning for the termination of Administrator Hildebrand. No second was made by council. Motion dismissed. Councilor Palmer motioned to close council meeting. Mayor Pederson second. Motion carried unanimously. Meeting adjourned 10:55 pm.

CAO

Mayor

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RESOLUTION NO. 20231220-45

A RESOLUTION APPROVING THE TERMINATION OF THE MUTUAL AID AGREEMENT BETWEEN THE PINE CITY FIRE DEPARTMENT AND THE CITY OF RUSH CITY.

WHEREAS, the City of Pine City Council entered into a Mutual Aid agreement on behalf of the Pine City Fire Department on September 04, 2013, and

WHEREAS, the agreement allows for either party to terminate the agreement upon sixty (60) days written notice, and

WHEREAS, the Pine City Fire Department desires to end the Mutual Aid Agreement with the City of Rush City,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PINE CITY, MINNESOTA AS FOLLOWS:

1. The City of Pine City Council hereby accepts the recommendation of the Pine City Fire Department, orders that sixty (60) days written notice of cancellation be provided to the City of Rush City, and that the Mutual Aid services with the City of Rush City officially be terminated on February 29, 2024.

Passed by the City Council of the City of Pine City, Minnesota this 20th day of December, 2023.

Carl Pederson, Mayor

Attest:

Scott W. Hildebrand, City Administrator

Grantsburg Fire Association

Serving the Village of Grantsburg and the Towns of Anderson, Grantsburg, Trade Lake, West Marshland, Wood River

206 South Pine Street
PO Box 308
Grantsburg, WI 54840
715-463-2294

December 28, 2023

To: Rush City Fire Department
325 W. 5th St.
Rush City, MN 55069

To: City of Rock Creek
7000 State Highway 70
Pine City, MN 55063

Notice of Mutual Aid Cancellation to Rush City Fire Department

On 5/3/2023 an email was sent to the City of Rock Creek about the termination of the Grantsburg Fire Departments mutual aid agreement with Rush City Fire Department. On June 19, 2023, the Grantsburg Fire Association board members met and unanimously passed to cancel the mutual aid agreement between Grantsburg Fire Department and Rush City Fire Department. As of January 1, 2024, Grantsburg Fire Department will no longer respond to requests for mutual aid from Rush City Fire Department at no cost. If mutual aid is requested, we will be seeking reimbursement for our services. All of the municipalities represented by the Grantsburg Fire Association have agreed to this, as well as all the officers of Grantsburg Fire Department.

If there are any questions pertaining to this matter, please feel free to contact the Grantsburg Fire Chief Cory Barnette, or Fire Association President Dana Shultz. Please do not contact members of Grantsburg Fire Department as Chief Carlson has been doing. This matter is between senior command and the Fire Association Board.

Thank you for your time.


Date: 12/28/2023
Chief Cory R Barnette
Grantsburg Fire Department
gfirechief@grantsburgtelcom.net
Work: 715-463-2294
Cell: 715-338-9159


Date: 12-28-23
Dana Shultz
President, Grantsburg Fire Association
Dutch@grantsburgtelcom.com
Work: 715-463-2294
Cell: 715-491-1648

“This institution is an equal opportunity provider and employer.”

Requests from persons with disabilities who need assistance to participate in this meeting should call the Fire Association / Fire Department office at 715-463-2294 with as much notice as possible.

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MINUTES

Fire Committee



5:30 PM - Wednesday, February 21, 2024
400 5th St. SE

The City of Pine City Council met in Fire Committee on Wednesday, February 21, 2024 at 5:30 PM in the 400 5th St. SE.

1. CALL TO ORDER

Members Present: Deb Kane of City of Henriette, Shawn Linnell of Pine City Township, Les Bloom of Chengwatana Township, and Wayne Whited of Pokegama Township

Staff Present: Fire Chief Tom Miller and Council Member Dave Hill

Others Present: Ron of City of Rock Creek, Ronnie Berdan of City of Rock Creek, Dick Johnson of City of Rock Creek, Don Ramberg of City of Rock Creek, Chelsy Lindman of City of Rock Creek, Craig Saari of City of Rock Creek,

2. APPROVAL OF MEETING MINUTES

2.1. NOVEMBER 15, 2023 MINUTES

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Motion to approve November 15, 2023 Minutes by Kane, second by Linnell. Motion carried.

3. OLD BUSINESS

3.1. COMMUNICATIONS

Miller presented the revenues. He stated that there are still outstanding amounts from 2019-2022 in collections with amounts showing for collected in 2023. He also stated that 2023 outstanding bills in collections and amounts received in 2023. He reminded members that when bills are sent to collections that we only will receive 60% of the funds as collections keeps 40% through Advantage Collections.

Miller presented the approved budget vs actual for 2023 and 2024 and stated that 2024 still needs an amendment budget. State Aid is supposed to be less than half as what was presented due to Fire Relief struggling with auditors and filing. The City portion amount was also wrong and Miller is going to verify amounts that were entered. Net Revenues and Expenditures are not correct either. Miller stated that he had a recommendation from the Mayor that the funds be added to the Robbins Estate funds and moved to 4.3 to explain in more detail regarding the \$7,960 overage.

3.2. TRUCK STATUS REPORT

Miller stated all of the trucks are ready and in service minus the ladder on the ladder truck due to previously reported hydraulic issue. The City opted to replace the ladder truck instead of repairing it. Grass fire trucks are ready as it appears this spring may

be a wild fire spring due to lack of snow and precipitation. The boats are all in service also.

3.3. GENERAL READINESS

~PERSONNEL

~TRAINING

Miller stated there are currently 23 active firefighters and two newest are taking firefighter I practical and written exams and complete firefighter II.

Outside source trainings are getting expensive.

3.4. YEAR TO DATE RUN SUMMARY/CALLS BY DISTRICT

Miller stated that they ended 2023 with 183 calls and currently have 14 calls for the start of 2024.

3.5. GRANT UPDATE

Miller informed the Committee that he is currently working on obtaining a grant to updated the large diameter hoses (LDH) as some are failing. He also stated he put in a grant for new radios as the current Motorola ones have discontinued support. The price of radios went up four times the amount they used to be and if Miller gets the grant, there is a 5% match amount.

3.6. CONTRACT DISCUSSION FOR FIRE PROTECTION SERVICES - ANY DISCUSSION?

Miller stated that there has been cuts in fees without the City of Rock Creek and a potential new spreadsheet will be sent out in the next month or two once everything was finalized.

3.7. FIRE DISTRICT UPDATE AND DISCUSSION

Linnell stated he hasn't heard anything from the State Fire Marshall's office regarding the grant. He stated he should hear something in March.

4. NEW BUSINESS

4.1. DISCUSSION ON ROCK CREEK AREA

Miller informed the Committee that the City of Rock Creek chose to go with Rush City Fire Department instead of Pine City Fire Department.

4.2. DISCUSSION ON RCFD/PCFD MUTUAL AID AGREEMENT

Miller informed the Committee that there is conversations with the City of Rush City. They are looking at potentially doing a Contracted Mutual Aid Agreement with the City of Rush City Fire Department. Residents of the City of Rock Creek are asking Fire Chief Miller to mend fences and think about public safety and re-look at the agreement.

4.3. DONATION RECEIVED FROM ROBBINS' ESTATE

Miller stated the Pine City Fire Department received a sizable donation from Jerry Robbins Estate in the amount of \$18,013.54 and \$19,306.54 from Jane Robbins Estate and Council accepted the donation. He stated the active firefighters bought a 2022 Polaris Ranger crew cab complete with tracks, skid, water tank gas pump hose reel, back board, oxygen, medical bag and AED. It has currently been used twice. The funds from the donation were used to purchase accessories for the Ranger and

heater in the amount of \$11,500, rechargeable battery operated tools for the new engine in the amount of \$13,000, update rope rescue equipment in the amount of \$5,500, update water rescue equipment in the amount of \$4,500, rechargeable remote area lights in the amount of \$1,400 - totally just shy of the \$37,xxx. Miller asked the members how they would like the under expended \$7,960 from 2023 added whether it be their 2024 bill or go with the donation from the Robbins' Estate to purchase future equipment needs. It was asked if money can be used to recruit new firefighters and Miller stated he does have money in the budget for advertising and currently have 23 firefighters and a few new interviews to be done. Motion to add the \$7,960.65 unexpended funds to the Robbins Estate donation by Linnell, second by Kane. Motion carried.

5. ADDITIONAL ITEMS, COMMENTS OR QUESTIONS

Concerns were expressed by City of Rock Creek residents that there will be no mutual aid come February 29, 2024

6. ADJOURNMENT

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Amy Mell

From: Denise A. Anderson <Denise.Anderson@co.pine.mn.us>
Sent: Thursday, February 29, 2024 12:40 PM
To: Bob Carlson
Cc: Amy Mell
Subject: Re: Mutual Aid Coverage

Thank you

From: Bob Carlson <bobcarlson19@gmail.com>
Sent: Thursday, February 29, 2024 12:38:48 PM
To: Denise A. Anderson <Denise.Anderson@co.pine.mn.us>
Cc: Amy Mell <amell@ci.rush-city.mn.us>
Subject: Re: Mutual Aid Coverage

Yes, that is correct. We are in the process of moving forward with a Contract services with PCFD . Myself or our City Administrator Amy Mell will advise you of Any changes as they arise. Also if PCFD calls for our services ,Without hesitation we will respond. Thank you for your time. Please let us know if you need more information. Sincerely Bob Carlson Fire Chief

On Thu, Feb 29, 2024, 10:58 AM Denise A. Anderson <Denise.Anderson@co.pine.mn.us> wrote:

Good afternoon.

To clarify for our Pine County Dispatch Center and mutual aid for any of Rush City fire calls.

We have had no direction for mutual aid from your jurisdiction. We can only go by what has been said in meetings and in media.

Please confirm this is the response you want us to have.

Pine County Dispatch will only page for mutual aid when requested by Rush City. There will be no auto mutual aid.

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Thank you.

Denise Anderson

Pine County Sheriff's Office

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Minutes of the regular meeting of the City Council of Rush City held Monday, March 11, 2024, in the City Hall Council Chambers at 6:30 p.m.

Mayor Johnson called the meeting to order with the following members present: Councilors Mick Louzek, Frank Storm, Dan Meyer, Tom Schneider; Mayor Alan Johnson.

Others present included Fire Chief Bob Carlson and firefighter Nick Bauer, Rock Creek City Council members Ronnie Berdan and Dick Johnson, Amy Doeun of the County News Review and interested citizens.

The Pledge of Allegiance was recited.

Additions to the agenda included a water treatment plant project update and an update on community projects.

Motion by Storm, second by Meyer: To approve the amended agenda. MC

Motion by Schneider, second by Storm: To approve the minutes of the regular meetings of February 12, 2024 and February 26, 2024. MC

The Planning Commission meeting of March 6, 2024 was then discussed. A public hearing had been held to discuss a text amendment to the Rush City Subdivision Ordinance regarding private streets.

Motion by Storm, second by Louzek and carried: To approve the following:

ORDINANCE 2024-01

AN ORDINANCE AMENDING CHAPTER 11: RUSH CITY SUBDIVISION ORDINANCE OF THE MUNICIPAL CODE FOR THE CITY OF RUSH CITY, BY AMENDING SECTION 1102: DEFINITIONS, SUBD. 2 TERMS AND SECTION 1104: SUBDIVISION DESIGN STANDARDS, SUBD. 5 STREETS

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RUSH CITY THAT THE FOLLOWING SECTIONS OF THE RUSH CITY SUBDIVISION ORDINANCE, RELATED TO ALLOWING PRIVATE ROADWAYS BE AMENDED AS FOLLOWS:

SECTION 1: Chapter 11: Rush City Subdivision Ordinance, Section 1102: Definitions, Subd. 2 Terms is hereby amended to add the following definitions.

PRIVATE ROADWAY. A street or driveway, serving as vehicular access to two (2) or more parcels of land, which is not dedicated to the public but is owned by one (1) or more private parties.

STREET (PUBLIC). A way for vehicular traffic, whether designated as street, collector highway, thoroughfare, parkway, throughway, road, avenue, boulevard, lane, place, drive, court or otherwise which is dedicated to the public.

SECTION 2: Chapter 11: Rush City Subdivision Ordinance Section 1004: Subdivision Design Standards, Subd. 5 Streets is hereby amended to read as follows.

Subd. 5: STREETS.

- A. Proposed streets shall conform to State, County, and City highway/street plans which have been prepared, adopted and/or filed as prescribed by law.
- B. Streets shall be logically related to the topography, so as to produce usable lots and reasonable grades.

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- C. Reserve strips (except for double-frontage lots in isolated cases) and land-locked areas shall not be created.
- D. The arrangement of streets in new subdivisions shall make provisions for the appropriate continuation of existing streets in adjoining areas.
- E. Where adjoining areas are not subdivided, but may be subdivided, the arrangement of streets in a new subdivision shall make provision for the proper projection of streets in adjoining areas by carrying the new streets to the boundaries of the new subdivision at appropriate locations. A temporary turn-around facility shall be provided at the closed end, in conformance with cul-de-sac size requirements. Temporary facilities shall not require curb and gutter and the construction standards shall be established by the City Engineer. Construction of said streets shall be to the boundary of the plat.
- F. The arrangement of arterial and collector streets shall be considered in their relation to the reasonable circulation of traffic, to topographic conditions, to runoff of storm water, to public convenience and safety, to their appropriate relationship to the proposed uses of the area to be served and in compliance with the City's Comprehensive Plan.
- G. Provisions for Re-Subdivision of Large Lots and Parcels: When a tract is subdivided into larger than normal building lots or parcels which have the potential for further subdivision with the installation of public utilities, such lots or parcels shall be so arranged as to permit the logical location and openings of future streets and appropriate re-subdivision, with provision for adequate utility connections for such re-subdivision.
- H. Dead-end streets shall be prohibited, except as stubs to permit future street extension into adjoining tracts with temporary cul-de-sacs, or when designed as cul-de-sac streets.
- I. Private roadways shall be prohibited, unless approved by the City Council as part of a planned unit development subdivision. The design of any private roadways shall be determined as part of the planned unit development approval.
- J. Where a subdivision abuts or contains an existing or planned major arterial or a railroad right-of-way, a street approximately parallel to and on each side of such arterial and right-of-way may be required for adequate protection of residential properties and separation of through and local traffic. Such service streets shall be located at a distance from the major arterial or railroad right-of-way suitable for appropriate use of the intervening land, as for park purposes in residential districts, or for commercial and industrial purposes in appropriate districts. Such distances also shall be determined with due regard for the requirements of approach grades and future grade separations.
- K. The use of public streets for temporary, permanent, short-term or long-term loading and unloading shall be prohibited.
- L. Parking design, which requires backing into the public streets shall be prohibited, except in the case of single-family land uses.

EFFECTIVE DATE. This Ordinance shall become effective following its publication in the official newspaper of the City.

PASSED and ADOPTED by the City Council of the City of Rush City, Chisago County, Minnesota this 11th day of March, 2024.

Mayor

Administrator

Motion by Louzek, second by Meyer: To approve the minutes of the Planning Commission meeting of March 6, 2024. MC

Motion by Louzek, second by Storm: To approve the Bills and Claims of the City as presented to the Council and on file in the City offices. MC

Notices and communications were then reviewed. The LMC upcoming events and training information was discussed. A thank you from the Initiative Foundation was reviewed.

The Administrator informed the Council that the contract for the Water Treatment Plant Filter Media and Airwash Replacement project has been signed and returned, but that the contractor has not begun work yet. The city engineer recently contacted them about setting up a preconstruction meeting date and reminded them that April 30th is the project's substantial completion date.

Fire Department business was then discussed. Chief Carlson informed the Council that when Eric White was promoted to the 2nd Assistant Chief position, that left the Captain position vacant. He recommended Matt Nelson for the position of Captain, and Nick Bauer to fill the Lieutenant position that Matt would be vacating.

Motion by Storm, second by Louzek: To approve the recommendations of Matt Nelson as Captain and Nick Bauer as Lieutenant for the Rush City Fire Department. MC

The Council was then informed that firefighter David Henthorn had turned in a letter of resignation from the Rush City Fire Department.

Motion by Louzek, second by Schneider: To accept the resignation of David Henthorn from the Rush City Fire Department. MC

Chief Carlson then informed the Council that ISO (Insurance Services Office) recently completed a Public Protection Classification survey for Rush City and is keeping the ratings of 4 for areas in the city and 6/10 for areas outside of the city in Rush City's fire district.

The draft Temporary Contracted Fire Aid Agreement between the City of Pine City and the City of Rush City was then reviewed and discussed. It was noted that this agreement was proposed by the City of Pine City after they had terminated the mutual aid agreement. The agreement included fees for each piece of equipment and firefighter time that would be charged in the event Rush City Fire called Pine City Fire for mutual aid. It also included a standby rate and a mobilization rate. It was also noted that the fees would be charged for mutual aid for assistance anywhere in Rush City's fire district, and that Pine City does not charge for mutual aid calls for any other fire department that they assist. It was requested that the fire chief, administrator and the mayor meet again with Pine City to discuss this issue.

Motion by Storm, second by Louzek: To table the Temporary Contracted Fire Aid Agreement between the City of Pine City and City of Rush City. MC

The information and agreement from Chisago County regarding the ARMER (800 MHz radio) communications system was discussed.

Motion by Meyer, second by Schneider: To approve the 2025-2026 Communications System User Agreement with Chisago County. MC

At this time, all those in attendance were called on for public comment.

Council concerns were then reviewed. Items being discussed by the MN Legislature that

concern the City such as; zoning, housing density, parking and School Resource Officers were discussed. The property the City received from Holiday Companies, the old creamery property, the park and community center upgrades were also discussed.

Announcements were then given. Ham Bingo will be held on Sunday, March 24, 2024, at Chucker's Bowl & Lounge from 2:00-4:00 p.m., with proceeds going to the Aquatic Center. Rush City Board of Review will be held on April 10, 2024, at 9:30 a.m. at the City Hall Council Chambers. Rush City GreenStep Earth Day Expo will be held on April 22, 2024, at the Rush City High School from 5:00-8:00 p.m.

Motion by Louzek, second by Schneider: To adjourn the meeting at 7:53 p.m. MC

/s/ Amy Jo Mell
Administrator

Posted - Website

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CITY OF RUSH CITY
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March 14, 2024

Marcy Peterson
City of Pine City
1015 Hillside Ave. SW, Suite 2
Pine City, MN

Dear Marcy:

I want to thank you, Chief Miller, and Councilors Hill and Slone for taking the time to meet with us and the representatives of Rock Creek today regarding the Contracted Fire Aid Agreement proposed by the City of Pine City. I hope the discussion we had today was beneficial for all of the parties involved.

As we discussed today, the Rush City Council reviewed the proposed agreement at their meeting earlier this week and voted to table the agreement. They requested that we meet with representatives of Pine City again to discuss options.

Because of some of the concerns shared during our meeting today, I proposed that the City of Pine City consider a mutual aid agreement with the City of Rush City, without fees for either party, for the remainder of 2024. In July (or earlier if you wish), we can meet to review the number of mutual aid calls between departments and discuss any concerns or issues that have arisen during that time. We can then meet again in the fall to do the same, and discuss how we want to move forward into 2025.

We are here to serve the public and I know that we are all trying to do what we feel is best. Hopefully we can find a way to work together for the benefit of everyone we represent.

Sincerely,

Amy Jo Mell

Amy Jo Mell
Administrator

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Fire District Study Committee Meeting at Pine City Township Hall

March 20th, 2024 6:00 PM

Meeting Called to order.

Committee Roll Call: City of Rock Creek at 6:45 pm, City of Pine City, Pine City Township, Pokegama Township

Not Present: Royalton Township, Pokegama Township

Present: Shawn Linnell – Pine City Township Supervisor, Tammy Carlson – Pine City Township Clerk, Dan Saumer Rock Creek City Council, Dick Johnson Rock Creek City Council, Dave Hill City of Pine City Council, Mary Kay Sloan, Pine City Council, Tom Miller Fire Chief, Wayne Whited, Pokegama Township Supervisor; Craig Saari public.

Agenda reviewed – added budgetary on contract with Rock Creek gone and fire contract adjustment.

The study grant application was submitted on December 31, 2023 with resolutions of support from the participating jurisdictions. The application was approved and the committee has made it through the first hurdle being invited to give a presentation to the scoring committee on April 3rd in Savage Minnesota at 11:30 am. The committee discussed working on the RFP and having a document that is ready to send out if approved.

The area now covered by the Pine City Fire Department with the loss of Rock Creek's partial service area is 192 square miles. It had been 215 square miles. Mission Township has 54% coverage and Munch has 50% coverage through Pine City. These areas include waterways, etc. The estimated population without Rock Creek is 9,177 by Tom Miller's calculations and 10,085 with Rock Creek based on the 2020 census. Tammy Carlson was asked to prepare the RFP for April 3rd by removing highlights and notes, while retaining the original draft for further work. It is ok to leave the blanks.

Dave Hill requested that a question be submitted to Dave Jensen on whether questions would be asked as a part of the presentation. Shawn Linnell will do the presentation, David Hill plans to attend. Tammy Carlson will reach out to Royalton and Chengwatana Townships to see if they will send a representative.

Discussion took place on the bridge being out and the uniqueness of our area being separated by lakes. Discussed how many miles of State Forests are in our area and primary assistance areas. A portion of Chengwatana and Munch also have St Croix State Park and Chengwatana Forest in them. Shawn Linnell will look up the numbers.

Discussed setting up a meeting on April 17th at 5:30 pm of the Fire Committee to refigure the contract. There should be a cost savings of approximately 14% to the city with Rock Creek no longer being serviced. An adjusted fire contract will need to be worked out in time to pay first half contracts by June 1st.

Dave Hill reported Rush City will write up a proposal to Pine City about starting up mutual aid again for 6 months. It will need to go to 3 councils if approved.

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Meetings of this committee will resume the third Wednesday of the month when we here back from the State Fire Marshall's office.

Meeting adjourned at 7:46 pm.

Respectfully Submitted,

Tammy Carlson, Pine City Township Clerk

Chairman, Abbie Raudabaugh

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MINUTES

Regular Evening Meeting

6:30 PM - Wednesday, April 3, 2024
City Hall Council Chambers

The City of Pine City Council met in Regular Evening Meeting on Wednesday, April 3, 2024 at 6:30 PM in the City Hall Council Chambers.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Acting Mayor Pettie called the meeting to order at 6:30 PM

2. ROLL CALL

Acting Mayor Gina Pettie, Councilors Sloan, Hill and Palmer Present

3. CONSIDERATION AND APPROVAL OF AGENDA

Acting Mayor Pettie requested that 9.7 Organizational Chart be removed from the agenda. Move this item to visioning meeting in May.

Councilor Hill made a motion to approve the agenda with item 9.7 being tabled to May visioning meeting, Councilor Sloan seconded the motion, Motion carried unanimously.

4. PUBLIC FORUM

This is an opportunity for citizens to present items to the Council that are not on the agenda. Each presentation is limited to three (3) minutes and a maximum of fifteen minutes is set aside. If your item needs follow-up from the City, Staff will arrange for that.

5. PUBLIC HEARINGS / PRESENTATIONS / CORRESPONDENCE

Tonya Miller doesn't think the Public Works Admin Assistant should not be just under public works with the organizational chart.

5.1. MOLLIE DAVIS - 440 5TH AVE NW PINE CITY

Made a comment on the Organizational Chart that was removed from the agenda, states she does not believe Public Works Administrative Assistant only works under Public Works and should under multiple departments.

5.2. DAN SWANSON - 118 6TH AVE SE PINE CITY

Asked about the City publishing notice on Counties request for no parking rules during County Road 9 closure.

Peterson notified that Public Works is concerned about who will be posting this and will the County be posting signs or is the City responsible.

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6. SHERIFF UPDATE

Deputy Moe provided an update to the Council. There were no new concerns in March, no vandalism in the parks, and no rise in crime within the city. However, there has been an increase in traffic complaints, particularly speeding near the high school. Councilor Sloan inquired about the new four-way stop on Golf Avenue, and Deputy Moe reported that it has been monitored without any issues.

Interim City Administrator Peterson inquired about the increased speeding on 10th Street, noting that it has been a frequent complaint. Deputy Moe responded that they would monitor the area.

Councilor Hill expressed concerns about neighbors engaging in illegal burning. Deputy Moe advised to contact dispatch should this occur again.

7. DEPARTMENT / COMMITTEE REPORTS

The Council expressed no concerns regarding the Department updates.

8. CONSENT ITEMS

Councilor Sloan made a motion to approve the consent agenda, Councilor Hill seconded the motion, motion carried unanimously.

8.1. APPROVAL OF MINUTES

8.2. APPROVAL OF CHECK DETAIL REPORT

8.3. APPROVAL OF PAYROLL REGISTER

8.4. APPROVAL OF MOBILE FOOD UNIT LICENSE

8.5. APPROVAL OF SPECIAL EVENT PERMIT

8.6. APPROVAL OF SPECIAL EVENT PERMIT

8.7. APPROVAL OF SPECIAL EVENT PERMIT

8.8. APPROVAL OF BINGO APPLICATION

8.9. APPROVAL OF TEMPORARY LIQUOR LICENSE

8.10. APPROVAL OF TEMPORARY LIQUOR LICENSE

9. OLD BUSINESS

9.1. APPROVAL OF RESOLUTION 20240403-19 - ADDING COUNCILOR DAVE HILL AS A SIGNER ON FINANCIAL ACCOUNTS

The resolution was adopted following a roll call vote.

Acting Mayor Pettie - Yes

Councilor Sloan - Yes

Councilor Palmer - Yes

Councilor Hill - Yes

9.2. APPROVAL OF RESOLUTION 20240403-20 - APPROVAL FOR THE COUNTY OF PINE TO MOVE FORWARD WITH PLANNING STAGE TO ADD SIDEWALKS ON BOTH EAST AND WEST SIDES OF THE SNAKE RIVER BRIDGE ON HIGHWAY 61.

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The resolution was adopted following a roll call vote.

Acting Mayor Pettie - Yes

Councilor Sloan - Yes

Councilor Palmer - Yes

Councilor Hill - Yes

9.3. APPROVAL OF RESOLUTION 20240403-21 - RESOLUTION ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

Marcy updated Council on Resolution.

The resolution was adopted following a roll call vote.

Acting Mayor Pettie - Yes

Councilor Sloan - Yes

Councilor Palmer - Yes

Councilor Hill - Yes

9.4. DISCUSSION AND POSSIBLE APPROVAL OF IT SERVICES RFP.

Interim City Administrator Peterson updated Council on the RFP's the City received for IT services and staff recommendation.

Councilor Hill made a motion to accept Staff recommendation, Councilor Palmer seconded the motion, motion carried unanimously.

9.5. DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL COUNCIL CONFLICT OF INTEREST

Interim City Administrator Peterson briefed the Council on this issue. Following that, Councilor Palmer informed the Council of his request to include this item on the agenda, expressing his awareness of concerns regarding his dual role as a firefighter and council member. He noted his history of abstaining from voting on fire department issues and expressed his intention to continue this practice.

9.6. DISCUSSION AND POSSIBLE ACTION REGARDING MUTUAL AID WITH RUSH CITY

Interim City Administrator Peterson informed the Council of ongoing discussions with the City of Rush City regarding their request to reinstate Mutual Aid for the rest of the year.

Councilor Hill mentioned his meetings with the City of Rush City, expressing his desire not to penalize the citizens of Rock Creek. He would like further dialogues between Rush City and Rock Creek to reach a consensus.

Peterson and Miller have engaged in several discussions with the City of Rush City. Initially, they sought a six-month extension of mutual aid until a formal agreement could be reached. However, the subsequent letter requests mutual aid to continue until the end of 2024, covering all territories of Rush City, not limited to Rock Creek. Councilor Sloan stated that the Council has a deep concern for our community and neighboring areas. The decisions that are forthcoming are not indicative of a lack of care. However, Rock Creek delayed their final decision until after our budget was finalized. She holds the view that our city's decision should be based on fiscal responsibility. Additionally, she mentioned that Rush City declined a proposed paid aid contract.

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Councilor Hill proposed to prolong discussions with the City of Rush City and to defer making a decision at the present time.

Councilor Sloan and Acting Mayor Pettie oppose the approval of mutual aid without charge until the year's end.

Subsequently, Councilor Hill withdrew his motion.

Councilor Hill proposed a motion to reject the letter from Rush City. Acting Mayor Pettie seconded the motion, which was carried, with Councilor Sloan also voting in favor.

9.7. DISCUSSION AND POSSIBLE APPROVALS OF AFSCME MOU'S FOR STAFF

Interim City Administrator Peterson briefed the council on the AFSCME MOUs, which were finalized by Union Representative Cheryl and ratified by the union members.

Councilor Palmer suggested that the positions should be advertised to prevent staff from being overburdened. The council expressed a desire for an extra visioning session to deliberate on the Organizational Chart and vacancies.

Acting Mayor Pettie moved to approve the MOU's as presented, Councilor Hill seconded, motion carried unanimously.

10. NEW BUSINESS

10.1. DISCUSSION AND POSSIBLE ACTION REGARDING INTERIM ORDINANCE 20230802-01

Interim City Administrator Peterson briefed the council on an ordinance passed in August 2023 that was not signed by the Mayor and City Administrator, both of whom have since left the city. She stated her intention to have it updated for signing at a future meeting. Councilor Palmer proposed amending the ordinance to apply solely to commercial, not personal, uses before the next ordinance meeting. Dan Swanson noted that the amendment to safeguard individuals before publication was not completed. The council agreed to implement changes as discussed in the August 2nd meeting.

10.2. DISCUSSION AND PLAN CITY OF PINE CITY COUNCIL VISIONING SESSION -315 MAIN STREET S -2024 BUDGET REVIEW

Acting Mayor Pettie suggested the 12th of April at 2 PM for the meeting. However, Councilor Palmer is unavailable at that time. Councilor Palmer can attend in the morning.

The meeting has been scheduled for April 12th at 9:00 AM, to be held at the council chambers located at 315 Main Street South.

10.3. DISCUSSION AND POSSIBLE ACTION REGARDING PAST EDA AUTHORIZATIONS

Councilor Palmer informed the council that according to the EDA meeting minutes, an unauthorized individual was added as a signer to the Stearns Bank account instead of the designated person. He expressed concerns about the bank's security. Nicole

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provided an update, while Councilor Sloan requested clarification on the EDA's bylaws. Councilor Palmer is worried that the account signers do not match those authorized in the minutes, and that one individual was added without proper authorization. Councilor Hill believes that a council member should be involved in all City financial accounts, and Councilor Sloan suggests a discussion with the EDA. Councilor Palmer's primary concern is with the banking institution rather than the EDA regarding this issue.

11. COUNCIL CONCERNS AND UPDATES

Councilor Sloan would like to have Mayor vacancy addressed at the April 18th meeting.

12. ADJOURN

Councilor Hill made a motion to adjourn the meeting, Councilor Palmer seconded the motion, motion carried unanimously.
Meeting adjourned at 7:37PM.

CAO

Mayor

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MINUTES

Fire Committee

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5:30 PM - Wednesday, May 15, 2024
400 5th St. SE

The City of Pine City Council met in Fire Committee on Wednesday, May 15, 2024 at 5:30 PM in the 400 5th St. SE.

1. CALL TO ORDER

Members Present: Deb Kane, City of Henriette; Councilor Dave Hill, City of Pine City; Shawn Linnell, Pine City Township; Wayne Whited, Pokegama Township; Chris Miller, Chengwatana Township; Deb Lundquist, Mission Creek Township; Councilor Mary Kay Sloan, City of Pine City; Terry Peterson, Pokegama Township

Staff Present: Fire Chief Tom Miller

Fire Chief Miller called the meeting to order at 5:30pm and apologized to the members for Interim City Administrator Marcy Peterson not able to attend due to another meeting. Miller stated that if anyone has signed addendum sheets, he can take them.

2. APPROVAL OF MEETING MINUTES

Motion to approve the meeting minutes by Lundquist, second by Kane. Motion carried.

3. OLD BUSINESS

3.1. COMMUNICATIONS

Expenses: Sloan asked what the miscellaneous expense of \$10,867.38 was spent on along with what the \$22,000 was spent on for machinery and equipment.

Revenues: Sloan asked about the revenue amount for contract fire of \$367,559, special fire protection, and the fire billing spreadsheet and suggested adding the amount collected for 2019-2023 from collections, and would like clarification on the \$108,000 from ARPA funds on the budget report as well.

Miller stated that he is hoping to see the new tanker the end of June 2024.

3.2. TRUCK STATUS REPORT

3.3. GENERAL READINESS

~PERSONNEL 23

~TRAINING 2 MEMBERS FINISHING FF1 AND FF2 THIS WEEK

~POTENTIAL NEW HIRES - 2 APPLICANTS ARE CURRENTLY HAVING ENTRY PHYSICALS COMPLETED

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3.4. YEAR TO DATE RUN SUMMARY/CALLS BY DISTRICT

3.5. GRANT UPDATE

~NO WORD ON FEMA GRANT FOR LDH, ETC.

3.6. CONTRACT DISCUSSION FOR FIRE PROTECTION SERVICES

~ANY MODIFICATIONS NEEDED FOR FUTURE CONTRACTS?

The committee would like to see the formula used.

3.7. CONTRACTED AID DISCUSSION BETWEEN CITY OF PINE CITY AND CITY OF RUSH CITY

3.8. FIRE DISTRICT UPDATE AND DISCUSSION

Miller stated they are waiting for the determination that will come in August from the funding committee.

4. NEW BUSINESS

4.1. NEW GRANT OPPORTUNITY

~~LOOKING INTO APPLYING FOR A 50/50 GRANT FROM MN DNR TO REPAIR/ADD DRY HYDRANTS TO THE AREA

5. ADDITIONAL ITEMS, COMMENTS OR QUESTIONS

6. ADJOURNMENT

Motion to adjourn by Deb Kane, second by Deb Lundquist. Motion carried.

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