

**AGENDA**  
**NAFRS Board Meeting**  
**September 20, 2018; 8:00am**  
**LOC: Northfield Police Department**

1	Approve Agenda	<b>(Page 1)</b>
2	Approve Minutes	1. August 16, 2018 <b>(Page 2 and 3)</b>
3	Chief's Report	(Machacek)
4	Finance	1. <b>Motion 2018-19</b> approving disbursement batches #94 and #95 <b>(Pages 4 and 5)</b>
5	Consultants	Discuss process for approving consultants and contracts
6	Coordinator	Update and <b>Motion 2018-20</b> to approve revised position description of NAFRS Program Coordinator <b>(Page 6)</b>
7	Facility	Construction update and review of construction schedule (D. Medin)
8	Capital Equipment Plan	<b>Motion 2018-21</b> to approve vendor selection and payment schedule <b>(Page 7-9)</b>
9	Taxing District	<b>Resolution 2018-6</b> Supporting Legislation to Create Fire Protection Special Taxing Districts <b>(Page 10)</b> ; MFCA Taxing Dist. Bill <b>(Pages 11-15)</b>
10	Relief Association	Discussion; party approval of the Relief Association Pension Increase
11	Adjourn	

**Meeting Minutes**  
**NAFRS Board Meeting**  
**September 20, 2018; 8:00am**  
**LOC: Northfield Police Department**

**Board Meeting Attendance**

<b>Voting Members:</b>	present	absent
Anne Haddad	X	
Glen Castore	X	
Lee Runzheimer	X	
Dana Graham		X
Paul Liebenstein	X	
Glenn Switzer	X	
Bron Scherer	X	
Jessica Peterson-White		X

<b>Ex-officio Members:</b>	present	absent
Kevin Estrem	X	
Brian Edwards		X
Ben Martig	X	
John McCarthy	X	
Monte Nelson	X	
Gerry Franek		X

1	Approve Agenda	Meeting called to order at 8am; agenda approved without changes.
2	Approve Minutes	Minutes of August 16, 2018 were approved with no changes.
3	Chief's Report	Machacek presented on Chief's behalf; see attached report.
4	Finance	<p><b>Motion 2018-19:</b> Approved disbursement batches #94 and #95.</p> <p style="text-align: center;">Scherer motioned; Runzheimer seconded; all present voted yes.</p> <p><b>Discussion:</b> Documents from Finance Committee Meeting have been emailed to members.</p>
6	Coordinator	<p><b>Motion 2018-20:</b> Approved revised position description of NAFRS Program Coordinator.</p> <p style="text-align: center;">Castore motioned, Liebenstein seconded; all present voted yes.</p>

		<p><b>Discussion:</b> Clarify that \$50/hr. wage is gross pay. McCarthy recommended bringing JPA Sec. 5FVII to the attention of the Program Coordinator.</p>
7	Facility	<p>David Medin presented an update and review of construction schedule; at this time the project is about 2½ weeks behind schedule. Martig reviewed expenses to date versus budget.</p>
5	Consultants	<p>Members discussed issues including ambiguity in how contracts are developed and approved. A thorough, ongoing discussion is necessary as to how organization works. Chair Haddad acknowledged these concerns and agreed that the intention here is to have best process and best outcome.</p>
8	Capital Equipment Plan	<p><b>Motion 2018-21:</b> Approved the purchase of truck from Custom Fire to replace 8115, with a pumper priced at \$622, 038.</p> <p>Liebenstein motioned, Scherer seconded; all present voted yes.</p> <p><b>Discussion:</b> The optional discount was discussed; delivery of truck in approx. July of 2019.</p> <p><b>Motion 2018-22:</b> Authorizing the Administrator to request the appropriate portion of the \$400,000 from Parties by 11/15/2018.</p> <p>Liebenstein motioned, Castore seconded; all present voted yes.</p> <p><b>Discussion:</b> None.</p>
9	Taxing District	<p><b>Resolution 2018-6:</b> Support Legislation to Create Fire Protection Special Taxing Districts</p> <p>Castore motioned, Scherer seconded; all present voted yes.</p> <p>Discussion: None.</p>
10	Relief Association	<p>Scherer explained that Party approval of the Relief Association Pension Increase is not necessary.</p>
11	Adjourn	<p>Adjourned at 9:25am.</p>