

AGENDA
NAFRS Board Meeting
Thursday, June 21, 2018
8:00am-9:30am
Northfield Police Department, Training Room

1	Approve Agenda	(Page 1)
2	Approve Minutes	1. May 17, 2018 (Pages 2-4)
3	Chief's Report	
4	Finance	<ol style="list-style-type: none"> 1. Motion 2018-13 approving disbursement batches 87 and 88 (Pages 5, 6) 2. Review of year to date financial report (Pages 7-10) 3. Motion 2018-14 to approve 2019 Operations Budget (Pages 11,12) 4. May 10 minutes available online at www.nafrs.org/2018-standing-committees
5	Personnel	Report from June meeting (Page 13, 14)
6	Capital Equipment Plan	Motion 2018-15 to approve ten-year Capital Equipment Plan (Pages 15,16)
7	Pension	<p>Review request by Northfield Relief Association to increase lump sum service pension benefit from \$8,500 to \$10,000. Vote in July.</p> <p>Attachments:</p> <ol style="list-style-type: none"> 1. Memo (Page 17-21) 2. Form SC-18 for 2018, \$10,000 benefit level (Pages 22-29) 3. NFRA By-Law Amendment A: LS-06 (Page 30) 4. NFRA Investment Portfolio Report Summary (Page 31-34) 5. NFRA By-Laws (Page 35-44) 6. GASB 67 & 68 Actuarial Report (Page 45-53) 7. NFRA Annual Benefit History (Page 54)
8	Facility	Construction update and review of construction schedule
9	RFP- Coordinator	Review RFP and identify next steps (Pages 55-57)
10	Taxing District	Legislative Update
10	Adjourn	

NAFRS Board Meeting Minutes
June 21, 2018, 8:00am-9:30am
Northfield Police Department, Training Room

Board Meeting Attendance

Voting Members:	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

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

1	Approve Agenda	Meeting called to order by Chair; agenda approved, all in favor.
2	Approve Minutes	Minutes of May 17, 2018 were approved with no changes.
3	Chief's Report	<p>Monthly report was reviewed by Chief Franek</p> <ul style="list-style-type: none"> • Successful live-burn; worked through 15 different fire scenarios • Post/MOM extinguisher training of 450-500 employees • One FF on Medical LOA, one FF retired. • (see Chief's report) <p>(Switzer arrived)</p>
4	Finance	<p>5. Motion 2018-13 Approved disbursement batches 87 and 88</p> <p style="text-align: center;">Scherer motioned, Liebenstein seconded; all present voted yes</p>

		<p>Discussion: None.</p> <p>Scherer presented Year to Date Financial Report. Char will send invoices to partners for second-half payments, due July 2, 2018.</p> <p>Motion 2018-14 Approved 2019 Operations Budget</p> <p>Scherer motioned, Castore seconded, all in favor.</p> <p>Discussion: None</p> <p>May 10 Finance Committee minutes available online at www.nafrs.org/2018-standing-committees</p>
5	Personnel	<p>Scherer reported on June 5 Personnel Committee Meeting</p> <p>June 5 Personnel Committee minutes available online at www.nafrs.org/2018-standing-committees</p>
6	Capital Equipment Plan	<p>Motion 2018-15 approved 2019-2028 Capital Equipment Plan-</p> <p>Liebenstein motioned, Runzheimer seconded, all in favor.</p> <p>Discussion: Liebenstein reviewed the changes from the 2018-2027 CEP.</p>
7	Pension	<p>Scherer presented a review of Northfield Fire Relief Association Pension Plan and recommended increasing the pension benefit from \$8,500 to \$10,000, for each year of service. Vote will take place at July Board Meeting.</p>
8	Facility	<p>Chief Franek updated the Board on construction activities at the Fire Station, as follows:</p> <ul style="list-style-type: none"> -Basement demolition is now complete -Installation of geo-piers to begin, as soon as weather/rain allows <p>Chief reported that communication with Joseph Co. on the project, has been excellent. Joseph Co. organizes bi-weekly Construction Scheduling meetings; next meeting is Tuesday, June 26.</p>
9	RFP- Coordinator	<p>Chair Haddad reported that the Personnel Committee along with our NAFRS HR representative, Leah Davis, reviewed RFP for NAFRS Program Coordinator at June 5 Personnel Committee meeting. Revisions were made and reviewed by NAFRS attorney, Maren Swanson. Haddad requested input from the Board to identify next steps. A revised RFP incorporating edits will be sent to the Board by the end of this week.</p>

		<p>Next steps as follows:</p> <ul style="list-style-type: none"> -Chief Franek to review RFP -Franek and Haddad to meet with candidates -Goal is to move forward with presenting offer to candidate as early as July -Contract to be approved by the Board
10	Taxing District	<p>Castore presented an update on the legislative status. The taxing district bill was included with the omnibus bill, which was vetoed; local legislators did support the bill. Castore will follow up with the Minnesota Fire Chief's Association to see if they intend to reintroduce the bill at the next legislative session.</p>
1	Adjourn	<p>Meeting adjourned at 8:55am.</p>

APPROVED