

AGENDA
NAFRS Board Meeting
April 19, 2018, 8:00am
LOC: Northfield Police Department

1	Approve Agenda	(Page 1)
2	Approve Minutes	1. March 12 Minutes Special Meeting (Page 2) 2. March 15 Minutes (Page 3-5)
3	Chief's Report	
4	Finance	1. Motion 2018- 9 approving disbursement batches 84 and 85 (Page 6-13) 2. Review of Year to Date Financial Report (Pages 14, 15)
5	Cost Allocation Formula	3. Discussion planned amendment to JPA – Cost Allocation Formula, sent to Board 4/12/18 a) REVISION 4, Report (Pages 16-25) b) REVISION 4, Resolution (Pages26-33)
5	Facility	Resolution 2018-___ Recommending Acceptance of Bid and Award of Contract for Improvements to Fire Station Facility (Pages 34, 35) Resolution 2018-___ Authorizing Amended and Restated Fire Station Lease Agreement (Page 36)
6	Work Session- McGrath Report	Discuss priorities emergent from work session and determine next steps
7	Taxing District	4. Legislative Update (Pages 37-43)
8	Adjourn	

Meeting Minutes
NAFRS Board Meeting
April 19, 2018, 8:00am
LOC: Northfield Police Department

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	
Joe Johnson (EMS)	X	

Meeting called to order at 8am

1	Approve Agenda	<p>Agenda was approved with the following three changes: 1) Add a Quarterly Statement of Operations to item #4 - the Finance Report, and 2) Add a motion to approve the interest payment for the Facility to item #6 – the Facility Report, and 3) Approve the 2017 Financial Audit.</p> <p>Minutes of the March 12 Special Meeting, and minutes of the March 15 regular meeting were approved with no changes.</p>
2	Approve Minutes	<p>Minutes of the March 12 Special Meeting, and minutes of the March 15 regular meeting were approved with no changes.</p> <p><i>(Chief Franek arrived)</i></p>

3	Chief's Report	<p>The Chief reported on the following;</p> <ul style="list-style-type: none"> • Performed Site Assessments • Received ISO Report; our score increased slightly and Chief Franek is following up on specific points. • Reported on successful Food Shelf Drive • Live-Burn for Firefighters is May 19 <p>Graham inquired as to how we handle PTSD for firefighters; Chief explained the process that we have in place, as well as the resources that we have available.</p> <p>(Peterson-White arrived)</p>
4	Finance	<p>5. Motion 2018- 9 Approve disbursement batches 84 and 85</p> <p>Scherer motioned, Peterson-White seconded; all present voted yes</p> <p>Discussion: None.</p> <p>6. Scherer presented Year to Date Financial Report.</p> <p>7. McCarthy reviewed the Quarterly Statement of Operations, which is required by the JPA to be sent to the parties, quarterly.</p>
5	Cost Allocation Formula	<p>The Finance Committee Recommended that Revision 4 of the Report and Revision 4 of the Resolution concerning a change to the JPA Cost Allocation Formula, be recommended to Board for action in the May Meeting.</p> <p>Castore reviewed the proposed changes to the formula and the implementation would be in the 2020 Budget.</p> <p>Graham raised concerns about the process by which this recommendation came about.</p> <p>Peterson-White: question to anyone with concerns about the process. "What is the problem with the result."</p>
6	Facility	<p>Resolution 2018-1 Recommending Acceptance of Bid and Award of Contract for Improvements to Fire Station Facility</p> <p>Castore motioned to approve, seconded by Liebenstein all present voted yes</p> <p>Discussion: Medin, Project Architect, noted that we received seven bids and Joseph Co was lowest; contract will be awarded May 1, followed by pre-construction meeting. Next closest was MetCon which was \$15,000 higher, though there was a fairly equally spread throughout the bids. The numbers are in line with what is currently going on with construction.</p> <p>The breakdown on costs and contingencies will be more definite by the May meeting.</p>

		<p>Liebenstein asked what can be adjusted of costs go over the 8% contingency. Medin responded in that the \$20,000 monument sign could be eliminated and we will have to hold the line on any changes and live with the results.</p> <p>Switzer stated that he is comfortable with the project estimate, given the analysis that has been done to bring us to this point.</p> <p>Resolution 2018--2 Authorizing Amended and Restated Fire Station Lease Agreement</p> <p>Scherer motioned to approve, seconded by Peterson-White; all present voted yes</p> <p>Discussion: Martig stated that Exhibit B is based on estimates and the dollar amounts will be finalized when the bond issue is completed. Martig will also correct the Northfield percentage that was incorrectly indicated to be 72.22%. These changes will come back to the Board for approval in May.</p> <p>ADDED to Agenda: Motion 2018-10 Approve Interest Payment of \$86,987. 31 from NAFRS reserves for Facility construction period interest. The payment is due by January 15th, 2019.</p> <p>Scherer motioned, Castore seconded; all present voted yes</p> <p>Discussion: None.</p>
7	Work Session- McGrath Report	Chair Haddad stated that we are awaiting the report from work session consultant, Sharon Klump, and we will determine next steps in the May meeting.
8	Taxing District	Castore provided a legislative update on the Taxing District bill. Both the House and the Senate Tax Committees heard the bill; the House approved the bill with one change and the Senate Tax Committee recommended that the bill, as approved by the House – be included in this years’ Omnibus Bill.
9	Accept NAFRS 2017 Financial Audit	<p>Motion 2018-11 Accepted 2017 NAFRS Financial Audit, by Abdo, Eick, and Meyers, as presented in the February meeting.</p> <p>Scherer motioned, Liebenstein seconded; all present voted yes</p> <p>Discussion: None</p>
		Adjourned at 925am