

# **NAFRS JOINT POWERS BOARD MINUTES - approved**

**8:00 A.M.**

**February 20, 2025**

**NAFRS Training Room**

## **1. Call to order & roll call**

Present: Alderks, Dahlen, Lawson, Malecha, Peterson, Stowe. Absent: Ness, Switzer

Ex Officio present: Edwards, Odette, Martig, Teppen, Nelson

Alderks had new member introductions then outlined some of the changes to the meeting format including moving items to a consent agenda.

## **2. Approval of Agenda**

## **3. Consent Agenda**

- a. Minutes of 1/16/2025
- b. Monthly Financials – Abdo Financial Solutions
- c. Disbursements:
  - a. Operations - \$ 82,469.36
  - b. Capital \$223,002.60

Peterson moved the approval of the agenda as well as items on the consent agenda. Stowe seconded, and the motion carried unanimously.

## **4. Reports**

- a. Committee Reports
  - Capital Equipment –

Peterson updated the board that he and the CEC made the trip to Custom Fire Apparatus in Osceola WI for the acceptance/punch list of the new 8125 engine. It will be delivered later next week. Firefighters will schedule a outfitting day to load equipment back in and put it in service soon after arrival. The CEC has approved the respective contracts and specifications for the new 8110 light rescue/mini-pumper and the new 8116 tender. He referred to the cashflow spreadsheet and funding sources that match the 2025 & 2026 projected budgets. CEC recommends both contracts be approved for execution by the JPB.

- Finance –

Lawson updated on the Finance meeting's review of the 2026 preliminary budget for operations and capital. The cutover from Reese Winter to Abdo Financial Solutions was completed 2/3/25 and the financials in the packet for Jan 2025 close are what's shown in the packet. BergenKDV/Creative Planning will work with Abdo to make final journal entries to close 2024 books yet in February.

- Personnel –

Teppen outlined the fire chief's performance review as they discussed at the Feb personnel meeting. She'll be creating a list of bullet items for the committee to note review comments. This process will also include 2025 goals for the Fire Chief.

- b. Chief's Report – Nelson and Chief staff detailed the items on the chief's report for Jan/February and answered questions from the JPB.

## Regular Agenda

### a. Consider Approving NAFRS 2026 Preliminary Budget

Nelson walked through the preliminary 2026 budget for both operations and capital. He noted the areas that had larger percentages of change with explanations. The capital budget is recommended at \$500k with half projected to be disbursed for the final 8116 tender payment with the balance funding the capital fund.

Peterson motioned to approve the preliminary budget requesting an allocation detail for the members, especially Rural to carry to their board. Lawson seconded and the motion carried unanimously.

### b. Consider Approving 2025 Capital Equipment Contracts

#### ▪ 8116 Tender

Nelson referenced Peterson's highlights from the February CEC meeting and noted that the contract matches the milestone/progress payments outlined in the CEC cashflow spreadsheet Nelson presented at the January JPB meeting. The truck chassis has arrived at Custom Fire Apparatus and the CEC members were able to see it. Peterson motioned to approve the contract and execution by the Fire Chief on NAFRS' behalf. Delivery will be Q1 of 2026. Stowe seconded and the motion passed unanimously.

#### ▪ 8110 Initial Attack Pumper/Light Rescue

Nelson summarized that between the proceeds of the sale of the 8110 ambulance and a \$315,000 donation from the Northfield Rescue Squad Association (NRSA) equipment fund, the contract amount will be covered with no NAFRS capital budget funds as originally brought forth. Nelson requested a motion to approve the execution of the contract between NAFRS and Custom Fire Apparatus contingent on funding approval for the donation by NRSA. Peterson made said motion and Lawson seconded. The motion carried unanimously.

### c. Consider Discussing Review of Joint Powers Agreement 2.0

Alderks summarized some of the discussions from Finance and with the fire chief on proposed next steps for the joint powers board agreement (JPA) and the NAFRS Bylaws. Nelson will be reaching out to our external counsel with a proposed scope-of-work and request a not-to-exceed proposal from Hoff Berry (Scott Landsman). This will include the specific items assembled by board members and a general update based on the current operation and move from the founding "working" board to an advisory board with fulltime staff in place.

- 5. Adjourn:** Being no further business, Lawson motioned to adjourn with Stowe seconding. The motion carried.