

**NAFRS JOINT POWERS BOARD MEETING MINUTES (approved)**  
**Thurs., November 20, 2025, at 8:00am**

1. **Call to order & roll call** (NAFRS Training Room)  
 Meeting

	Present	Absent
<b>Voting Members:</b>		
Alderks, Larry	X	
Dahlen, Peter	X	
Lawson, Jodi	X	
Malecha, Arlen		X
Ness, Brad	X	
Peterson, Brian	X	
Stowe, Mike	X	
Switzer, Glenn	X	
<b>Ex-officio Members:</b>		
Edwards, Brian	X	
Schroepfer, Jeff	X	
Odette, Dean		X
Martig, Ben		X
Nelson, Tom	X	
Teppen, Jenelle		X

Meeting called to order at 8:00am

2. **Approval of Agenda**

Motioned: Ness; seconded by Peterson. Motion carried; no discussion.

3. **Consent Agenda<sup>1</sup>**

- a. Minutes of 10/16/2025
- b. Monthly Financials – Abdo Financial Solutions
- c. Disbursements:
  - a. Operations   \$41,998.69
  - b. Capital       \$0.00

Motioned: Lawson; seconded by Dahlen. Motion carried, no discussion.

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<sup>1</sup> CONSENT AGENDA The proposed consent agenda is included in the JPB packet. The purpose of a consent agenda is to allow for routine motions, resolutions, and ordinances, or those previously discussed with consensus made, to be passed with one motion. These are still important and necessary considerations. The full background memo and materials are publicly available upon request. If a board member wants to discuss an item, the request it to be made by advance notice by noon on the Wednesday immediately prior to the meeting date to the Chair and/or Fire Chief, or without said prior notice, during the approval of the agenda.

#### **4. Committee Reports/Updates**

- a. Capital Equipment – Peterson & Simonson (Equipment delivery part of Chief's Report)  
Nelson reported on two pieces of equipment in the works now; 1) the Mini pumper which is being assembled and scheduled to arrive early December, and 2) being the Tanker/tender, replacing 8116 which then follows.
- b. Finance (No October meeting) – Ness  
Met in November and discussed JPA which continues to be worked on; completion expected by the end of 2025 as originally thought.
  1. QuickBooks Conversion Update - Lawson & Nelson  
Tom and Char attended a RAMP Zoom meeting on 11/19/25, and work continues to move forward. The plan is to enter the next AP batch 327, into RAMP and make this the first one paid through our new process.
- c. Personnel – Teppen  
No October Meeting, no updates.

#### **5. Chief's Report**

-Nelson walked through the October/November Chief's Report, and October Fire Calls.

-Operations, Faust: Met with Officers, and they are working on 1) which trucks will roll first, and 2) determining which members, and how many ride where. Dispatch will then request which vehicles will be sent out, when – and which piece of equipment is needed, next.

-Data & Technology: Simonson; further updates to come on this item.

#### **6. Regular Agenda**

- a. Financial Control Process update (Alderks)
- b. MN Family Leave Benefit (Nelson)  
Nelson has been working with Abdo on this upcoming benefit; action is needed from the Board to notify employees of the plan by Dec. 1, for the benefit to be in place by Jan. 1, 2026.

Will NAFRS pay the full amount, or will we go with employer/employee split?  
Ness proposed the motion that FT employees (Nelson and Hamblin) split costs with NAFRS, and NAFRS pay 100% for firefighters.

Contingent: If Abdo says we cannot split, Ness would like to make 100% paid for all employees.

Motioned: Ness; seconded by Dahlen. Motion carried; no discussion.

#### **7. Adjourned at 8:45am**