



**MINUTES
FIRE COMMISSION MEETING
MAPLE PLAIN CITY HALL
April 14, 2025
3:30 PM**

1. CALL TO ORDER

Julie Maas-Kusske called the meeting to order promptly at 3:30 PM

Present: Commissioner Julie Maas-Kusske, Commissioner Andrew Burak, and Commissioner Brad Spenser

Absent: Commissioner Steve Grotting

Staff Present: Maple Plain City Administrator Jacob Kolander, Independence City Administrator Mark Kaltsas, Fire Chief Rick Denneson, Deputy Fire Chief Ed McGinty, WHPS Director Matt DuRose, WHPS Director Gary Kroells

2. ADOPT AGENDA

Commissioner Spencer made a motion to approve the meeting agenda. Seconded by Commissioner Burak.

Voting Yea: Commissioner Maas-Kusske, Commissioner Spencer, and Commissioner Burak

Motion passed 3-0

3. CONSENT AGENDA

A. Minutes for Approval 01-21-25

B. Fire Rev/Exp for Quarter 1 2025

Commissioner Spencer made a motion to approve the consent agenda. Seconded by Commissioner Burak.

Voting Yea: Commissioner Maas-Kusske, Commissioner Spencer, and Commissioner Burak

Motion passed 3-0

4. OLD BUSINESS

A. Fire District Bylaw Draft Review

Maple Plain City Administrator Kolander reviewed the draft of the adapted bylaws. Key topics of discussion included the board of directors, the board's powers, district funding, and identified challenges. The board of directors' topics included representation based on population size, the number of board members, and term limits. The board powers topic included land and building ownership, potential leasing agreements, and oversight of the fire district. The district funding topic is the funding mechanism based on property tax, using taxable market value, and emphasizes the need for a straightforward and expandable funding model. The challenges identified are ensuring equitable funding without overcomplicating the billing process, managing contributions from non-taxable entities, and aligning service levels across multiple jurisdictions.

B. West Suburban Fire Update

Fire Chief Denneson provided an update on the negotiations of the potential merger with the West Suburban Fire Department. The discussions are ongoing, with positive feedback from the initial meetings. Currently, the majority of the Maple Plain firefighters support the merger. Equipment discussions include retaining specific vehicles and upgrading others. Capital Improvement Plan (CIP) considerations for future equipment and facility upgrades. The merger will expand the West Suburban Fire Department to approximately 70 firefighters, with the potential to add full-time assistant chiefs, a fire inspector, and a duty crew. The objective is to streamline training and schedules for firefighters. The next steps are to finalize the CIP items, negotiate funding contributions, and continue the collaboration with Scott Landsman (City Attorney) for legal and procedural alignment.

5. NEW BUSINESS

A. Fire Chief Report- not submitted

Fire Chief Denneson provided a verbal report to the commission. The Q1 2025 call load increased by 22 calls in Q1, primarily EMS-related at Haven Homes, while fire calls slightly decreased. Conducted UTV and grass rescue training. The Fire Department is eagerly awaiting the arrival of parts for the new Tahoe truck from Minnetonka. The department conducted the annual vehicle inspections and addressed some minor maintenance issues. The current firefighter roster consists of 20 firefighters. There are two applicants nearing the final hiring stage. Fire Chief Denneson clarified the liability and training requirements for firefighters employed by the Maple Plain Fire Department. There were two significant incidents. 1. A tractor fire on Copeland Road and a barn fire on February 28. 2. A fatal vehicle crash at CR. 6 in 110 involving multiple victims and a critical incident debriefing conducted.

B. Staff Report- Ventilation System

Fire Chief Denneson summarized the current ventilation system attached to trucks to collect exhaust fumes during station operations. Post eh merger with the Maple Plain Fire Department and the West Suburban Fire Department, the existing system requires modifications due to potential changes in truck assignments.

C. Fire Department Ventilation System

Fire Chief Denneson provided an overview of a bid provided by Plymovent. The Plymovent bid is \$77,000 to retrofit the ventilation system for all diesel motor

trucks. Retrofitting the ventilation system is contingent on the final merger agreement with the West Suburban Fire Department and the placement of equipment within the district.

The commission emphasized the necessity of an updated ventilation system to follow MN state requirements. A decision to proceed with the retrofit will be deferred until there is a merger with West Suburban Fire Department is confirmed. The deferral will avoid redundant expenses.

6. ADJOURNMENT

Commissioner Spencer made a motion to adjourn the meeting. Seconded by Commissioner Burak.

Voting Yea: Commissioner Maas-Kusske, Commissioner Spencer, and Commissioner Burak

Motion passed 3-0

The Commission Adjourned at 4:49

I, the undersigned, Jacob Kolander, City Administrator in and for the City of Maple Plain, Minnesota, do hereby certify that the above and foregoing is a true and correct copy of the minutes.

Respectfully submitted by:

A handwritten signature in black ink, appearing to be 'JK' followed by a long horizontal stroke.