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CITY OF ST. JOSEPH

**Fire Advisory Board Meeting
St. Joseph Fire Station
Tuesday, August 16th, 2022 at 5:00pm**

1. Call Meeting to order
2. Approve May minutes
3. Financial Report
4. 2023 Budget
5. City Administrator Reports
 - A. Fire Study
 - B. Other
6. New Business
 - A. Compeer Financial Grant Opportunity
7. Old Business
 - A. Unit # 3 Replacement
 - B. FEMA Grant Update
 - C. Unit # 5 Replacement
8. Fire Chief's Report, Calls & Membership
8. Adjourn

Thank you,
Jeff Taufen, St. Joseph Fire Chief

Pursuant to due call and notice thereof, the Fire Board for the City of St. Joseph and Townships of St. Joseph and St. Wendel met in regular session on Monday, May 9, 2022 at 5:00 PM in the St. Joseph Fire Hall.

Members Present: Fire Chief Jeff Taufen, City of St. Joseph Representative Jon Hazen, St. Joseph Township Representative Doug Fredrickson, St. Wendel Township Representative Scott Volkers

Members Absent: None

City Representatives Present: City Administrator Therese Haffner, City Finance Director Lori Bartlett

Others Present: Assistant Fire Chief David Salzer

Minutes: **Hazen made a motion to approve the minutes of February 14, 2022; seconded by Fredrickson and passed unanimously by those present.**

Financial Report & Budget Discussion: Bartlett presented the financial report.

Hazen moved to approve the financial reports as presented; seconded by Fredrickson and passed unanimously.

Fire Study: Haffner reported that the city administrators and fire chiefs from the cities of St. Joseph, St. Cloud, Sartell, and Waite Park had a meeting with Emergency Services Consulting International (ESCI) who presented their proposal to complete the fire study.

Rescue Van: Taufen provided an overview of the rescue van purchase. Fredrickson said that St. Joseph Township could contribute to the rescue van purchase. There was discussion on moving forward with the bid process to sell the rescue van. Bartlett shared the bid dollars could go to the grass rig and rescue van purchase.

Technology Update: Haffner reported that technology updates will be made to the fire hall, including adding a screen and ability to have virtual meetings and trainings in the community room and dispatch/conference room.

DNR Grant, Fire Hose: Taufen requested approval to submit a grant for new hose in the amount of \$2,450.00. The grant requires a 50% match.

Hazen moved to approve the application to the DNR for a new fire hose; seconded by Fredrickson and passed unanimously.

Pumper Tank: Taufen said the pumper tanker was on schedule to be completed by January of 2023.

FEMA Grant: A grant application was submitted for extrication equipment.

Membership: Taufen shared the background checks were completed for the new firefighters and physicals were scheduled.

Fire Chief Report: Taufen reported calls to date for 2022 were the same as last years.

Adjourn: **Fredrickson made a motion to adjourn at 5:46 PM; seconded by Volkers and passed unanimously.**

Therese Haffner
City Administrator



MEETING DATE: August 16, 2022

AGENDA ITEM: 2nd Quarter Treasurer's Report

SUBMITTED BY: Finance

PREVIOUS BOARD ACTION: None

BACKGROUND INFORMATION: Enclosed are the 2nd Quarter 2022 financial position for Board's review. The operational fund balance is a deficit of \$11,375 as of June 30, 2022 (unaudited). The Fire fund is mainly funded by contract revenue and levy from the City of St. Joseph, St. Joseph Township and St. Wendel Township. The contract revenue is paid quarterly, levy is received in June, July and December. The reserve funds include the 2022 capital budget of \$79,600. Without the 2022 capital budget, the deficit would be \$68,225.

The 2022 fire fund revenue represents 34% of the budgeted revenue for the year. The main source of revenue includes the contract fire service and levy revenue from the three jurisdictions. Interest earnings show a reduction. The City records the fluctuation in the market value of the investments during the year. The market value will go up and down over the term of the investments. Recent years realized increased market values, but have been down since 2021. As the FOMC pushes up the longer federal rate, current investments will show lower values. The current average rate of return is 1.8% APY. The Fire Dept was successful in receiving a DNR grant in the amount of \$2,447 to replace fire hose earlier this year.

The fire fund expenditures represent 17% of the budgeted expenditures. The expenditures are operational. The first half fire call wages will be paid in July. As said above, the capital budget provides funding for capital purchases in the 5-year capital equipment plan. The Fire Board puts money away each year to help fund the future purchase. In doing so, spikes in the budget are minimized. Turnout gear purchased for new firefighters is also reflected in the expenditures.

The City of St. Joseph received bids to sell the 2012 rescue van. One bid was received for \$70,000 from St. John's University Fire Dept. SJUFD will submit payment upon receipt of the van when the new rescue van arrives in appx. Oct of this year. The \$70,000 proceeds will be allocated to replacing the grass rig. The new rescue van was purchased solely by the City of St. Joseph and will remain a City asset.

BUDGET/FISCAL IMPACT: Information Only

ATTACHMENTS: 2nd Quarter 2022 Summary Report
Fire Dept Balance Sheet
Fire Board Revenue
Fire Board Expenditures
Fire Board Check Register
Fire Dept 2022 Capital Improvement Plan Summary

REQUESTED BOARD ACTION: Consider accepting the 2nd Quarter 2022 Treasurer's Report.

St. Joseph Joint Operating Fire Report
2nd Quarter 2022
April 1 through June 30, 2022

Balance as of December 31, 2021 (Audited)

\$ 692,477.82

YTD Revenue

	Budget	Actual YTD
St. Joseph Township	62,725	47,048.70
St. Wendel Township	64,145	32,076.90
City of St. Joseph	182,305	67,515.70
FEMA Grant	-	-
DNR Grant	-	2,447.00
State 2% Fire Aid	61,000	-
State Supplemental Aid	-	2,000.00
State Fire Training Reimbursement	-	1,350.00
Fire Hall Rental	2,500	2,200.00
Interest	5,000	(25,112.27)
Contributions	1,000	242.41
Surplus Property	-	-
Fire Fighting Reimbursement	2,000	1,068.77

Total Revenue

380,675

\$ 130,837.21

percent of the budget

34%

YTD Expenditures

Fire Administration	(37,065)	(6,967.21)
Fire Fighting	(232,880)	(25,266.31)
Fire Training	(11,145)	(5,070.00)
Fire Communications	(9,930)	(2,669.39)
Fire Repair Service	(30,260)	(11,498.05)
Medical Services	(2,400)	(659.12)
Fire Station and Building	(54,520)	(13,618.16)
Community Room	(2,475)	(434.13)
Fund Transfers	-	-

Total Expenses

(380,675)

\$ (66,182.37)

percent of the budget

17%

Fire Fund Summary:

Fire Fund Balance as of June 30, 2022 (Unaudited)

\$ 757,133.00

Less Designations:

Equipment Reserve	641,195.55
Building Fund	51,000.00
Medical Equip Fund	3,353.33
Radios/Pagers	55,958.97
Debt Service Relief	17,000.00

\$ 768,507.85

Operating Fund Balance

\$ (11,374.85)



City of St. Joseph
Fire Board Balance Sheet
 Current Period: June 2022

Account Descr	Begin Yr	YTD Debit	YTD Credit	Current Balance
FUND 105 Fire Fund				
G 105-10100 Cash	\$743,289.85	\$158,024.97	\$144,182.12	\$757,132.70
G 105-10450 Interest Receivable	\$2,135.04	\$0.00	\$2,135.04	\$0.00
G 105-10500 Accounts Receivable	\$183.00	\$0.00	\$183.00	\$0.00
G 105-10700 Taxes Receivable - Delinquent	\$30.24	\$0.00	\$30.24	\$0.00
G 105-13113 Due From other Gov t Units	\$193.26	\$0.00	\$193.26	\$0.00
G 105-15500 Due From Other Fund	\$0.00	\$0.00	\$0.00	\$0.00
G 105-20200 Accounts Payable	-\$8,499.60	\$8,499.60	\$0.00	\$0.00
G 105-20201 Salaries Payable	-\$44,823.69	\$44,823.69	\$0.00	\$0.00
G 105-20202 Due to Other Govt Units	\$0.00	\$0.00	\$0.00	\$0.00
G 105-22204 Deferred Inflow of Resources	-\$30.24	\$30.24	\$0.00	\$0.00
G 105-24410 Design. Fd Bal - Working Cap	\$0.00	\$0.00	\$0.00	\$0.00
G 105-24413 Design. Fd Bal - Capital	-\$675,458.08	\$675,458.08	\$0.00	\$0.00
G 105-24414 Design. Fd Bal -Debt Serv.Rel.	-\$17,000.00	\$17,000.00	\$0.00	\$0.00
G 105-24415 Design. Fd Bal - Operations	\$0.00	\$0.00	\$0.00	\$0.00
G 105-25310 Unassigned Fund Balance	-\$19.78	\$146,693.42	\$903,806.34	-\$757,132.70
FUND 105 Fire Fund	\$0.00	\$1,050,530.00	\$1,050,530.00	\$0.00
	\$0.00	\$1,050,530.00	\$1,050,530.00	\$0.00



City of St. Joseph
Fire Board Revenue
 Current Period: June 2022

Account Descr	2022 YTD Budget	QTD Amount	2022 YTD Amt
FUND 105 Fire Fund			
R 105-42210-31010 Current Ad Valorem Taxes	\$181,635.00	\$67,515.70	\$67,515.70
R 105-42210-33160 Federal Grants - Other	\$0.00	\$2,447.00	\$2,447.00
R 105-42210-33400 State Grants and Aids	\$61,000.00	\$1,350.00	\$3,350.00
R 105-42210-34202 Special Fire Service	\$127,540.00	\$47,404.25	\$79,125.60
R 105-42210-34203 Fire Fighting Reimbursement	\$1,500.00	\$280.00	\$280.00
R 105-42210-34781 Fire Hall Rental	\$2,500.00	\$600.00	\$2,200.00
R 105-42210-36210 Interest Earnings	\$5,000.00	-\$8,600.50	-\$25,112.27
R 105-42210-36230 Contributions - General	\$1,000.00	\$141.32	\$242.41
R 105-42210-36260 Surplus Property	\$0.00	\$0.00	\$0.00
R 105-42210-36300 Reimbursement	\$500.00	\$778.51	\$788.77
FUND 105 Fire Fund	\$380,675.00	\$111,916.28	\$130,837.21
	\$380,675.00	\$111,916.28	\$130,837.21



City of St. Joseph
Fire Board Expenditures
 Current Period: June 2022

DEPART	DEPART Descr	Account Descr	2022 YTD Budget	QTD Amount	2022 YTD Amt
FUND 105 Fire Fund					
DEPART 42210 Fire Administration					
42210	Fire Administration	E 105-42210-151 Workers Comp. Insur. Prem.	\$14,750.00	\$0.00	\$0.00
42210	Fire Administration	E 105-42210-200 Office Supplies	\$500.00	\$0.00	\$0.00
42210	Fire Administration	E 105-42210-215 Software Support	\$3,000.00	\$394.38	\$2,979.96
42210	Fire Administration	E 105-42210-220 Repair and Maintenance	\$0.00	\$0.00	\$0.00
42210	Fire Administration	E 105-42210-300 Professional Services	\$500.00	\$0.00	\$1,000.00
42210	Fire Administration	E 105-42210-301 Audit & Accounting Services	\$13,940.00	\$0.00	\$0.00
42210	Fire Administration	E 105-42210-304 Legal Fees	\$200.00	\$405.00	\$405.00
42210	Fire Administration	E 105-42210-305 Medical & Dental	\$3,500.00	\$1,603.00	\$1,513.00
42210	Fire Administration	E 105-42210-322 Postage	\$0.00	\$0.00	\$0.00
42210	Fire Administration	E 105-42210-340 Advertising	\$100.00	\$1,050.00	\$1,050.00
42210	Fire Administration	E 105-42210-446 License	\$75.00	\$0.00	\$19.25
42210	Fire Administration	E 105-42210-581 Computer Hardware	\$450.00	\$0.00	\$0.00
42210	Fire Administration	E 105-42210-582 Computer Software	\$50.00	\$0.00	\$0.00
DEPART 42210 Fire Administration			\$37,065.00	\$3,452.38	\$6,967.21
DEPART 42220 Fire Fighting					
42220	Fire Fighting	E 105-42220-101 Salaries	\$105,605.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-122 FICA Contributions	\$6,545.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-125 Medicare Contributions	\$1,530.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-171 Clothing Allowance	\$900.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-210 Operating Supplies	\$5,000.00	\$4,101.98	\$4,876.16
42220	Fire Fighting	E 105-42220-211 AWAIRES Supplies	\$1,000.00	\$222.93	\$222.93
42220	Fire Fighting	E 105-42220-212 Safety Program	\$400.00	\$56.19	\$184.76
42220	Fire Fighting	E 105-42220-220 Repair and Maintenance	\$650.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-235 Motor Fuel	\$3,000.00	\$886.46	\$1,531.69
42220	Fire Fighting	E 105-42220-240 Small Tool & Minor Equipment	\$500.00	-\$8.55	\$170.52
42220	Fire Fighting	E 105-42220-300 Professional Services	\$2,000.00	\$787.01	\$787.01
42220	Fire Fighting	E 105-42220-361 General Liability Insurance	\$6,100.00	\$0.00	\$9,150.02
42220	Fire Fighting	E 105-42220-384 Refuse Disposal	\$0.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-420 Depreciation	\$0.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-447 State Aid Reimbursement	\$61,000.00	\$0.00	\$2,000.00
42220	Fire Fighting	E 105-42220-448 Pension Relief Fire Fund	\$3,000.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-580 Other Equipment	\$4,000.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-584 Equipment Reserve	\$2,300.00	\$0.00	\$0.00
42220	Fire Fighting	E 105-42220-585 Firefighter Equipment	\$29,350.00	\$5,522.48	\$6,343.22
DEPART 42220 Fire Fighting			\$232,880.00	\$11,568.50	\$25,266.31
DEPART 42240 Fire Training					
42240	Fire Training	E 105-42240-104 Taxable Per Diem	\$1,200.00	\$0.00	\$0.00
42240	Fire Training	E 105-42240-122 FICA Contributions	\$75.00	\$0.00	\$0.00
42240	Fire Training	E 105-42240-125 Medicare Contributions	\$20.00	\$0.00	\$0.00
42240	Fire Training	E 105-42240-331 Travel & Conference Expense	\$2,200.00	\$0.00	\$0.00
42240	Fire Training	E 105-42240-433 Dues & Memberships	\$1,650.00	\$290.00	\$1,350.00
42240	Fire Training	E 105-42240-443 Personnel Training	\$6,000.00	\$3,720.00	\$3,720.00
DEPART 42240 Fire Training			\$11,145.00	\$4,010.00	\$5,070.00
DEPART 42250 Fire Communications					
42250	Fire Communicatio	E 105-42250-220 Repair and Maintenance	\$750.00	\$57.00	\$166.00
42250	Fire Communicatio	E 105-42250-321 Telephone	\$5,930.00	\$1,288.02	\$2,503.39
42250	Fire Communicatio	E 105-42250-580 Other Equipment	\$3,250.00	\$0.00	\$0.00



City of St. Joseph
Fire Board Expenditures
 Current Period: June 2022

DEPART	DEPART Descr	Account Descr	2022 YTD Budget	QTD Amount	2022 YTD Amt
DEPART 42250	Fire Communications		\$9,930.00	\$1,345.02	\$2,669.39
DEPART 42260	Fire Repair Service				
42260	Fire Repair Service	E 105-42260-101 Salaries	\$8,580.00	-\$650.23	\$37.98
42260	Fire Repair Service	E 105-42260-121 PERA Contributions	\$645.00	-\$49.95	\$1.65
42260	Fire Repair Service	E 105-42260-122 FICA Contributions	\$445.00	-\$35.94	\$1.99
42260	Fire Repair Service	E 105-42260-123 Deferred Comp-Employer	\$125.00	\$11.98	\$30.29
42260	Fire Repair Service	E 105-42260-125 Medicare Contributions	\$105.00	-\$8.23	\$0.64
42260	Fire Repair Service	E 105-42260-130 H S A- Employer Contribution	\$330.00	\$11.98	\$82.83
42260	Fire Repair Service	E 105-42260-131 Health Insurance	\$1,825.00	\$104.95	\$300.03
42260	Fire Repair Service	E 105-42260-132 Dental Insurance	\$145.00	\$8.03	\$22.95
42260	Fire Repair Service	E 105-42260-133 Life Insurance	\$10.00	\$0.66	\$1.60
42260	Fire Repair Service	E 105-42260-134 Disability Insurance	\$50.00	\$4.92	\$11.86
42260	Fire Repair Service	E 105-42260-220 Repair and Maintenance	\$0.00	\$0.00	\$0.00
42260	Fire Repair Service	E 105-42260-230 Vehicle Repair & Maintenance	\$18,000.00	\$176.54	\$11,006.23
DEPART 42260	Fire Repair Service		\$30,260.00	-\$425.29	\$11,498.05
DEPART 42270	Medical Services				
42270	Medical Services	E 105-42270-210 Operating Supplies	\$2,000.00	\$98.06	\$659.12
42270	Medical Services	E 105-42270-220 Repair and Maintenance	\$200.00	\$0.00	\$0.00
42270	Medical Services	E 105-42270-580 Other Equipment	\$200.00	\$0.00	\$0.00
DEPART 42270	Medical Services		\$2,400.00	\$98.06	\$659.12
DEPART 42280	Fire Station and Building				
42280	Fire Station and Bu	E 105-42280-210 Operating Supplies	\$500.00	\$41.88	\$173.33
42280	Fire Station and Bu	E 105-42280-220 Repair and Maintenance	\$3,000.00	\$1,863.70	\$4,207.70
42280	Fire Station and Bu	E 105-42280-300 Professional Services	\$2,000.00	\$0.00	\$0.00
42280	Fire Station and Bu	E 105-42280-381 Electric Utilities	\$5,930.00	\$1,958.20	\$3,964.12
42280	Fire Station and Bu	E 105-42280-383 Gas Utilities	\$3,090.00	\$2,134.89	\$5,273.01
42280	Fire Station and Bu	E 105-42280-530 Improvements Other than Bldg	\$40,000.00	\$0.00	\$0.00
DEPART 42280	Fire Station and Building		\$54,520.00	\$5,998.67	\$13,618.16
DEPART 42281	Community Room				
42281	Community Room	E 105-42281-101 Salaries	\$0.00	\$0.00	\$0.00
42281	Community Room	E 105-42281-121 PERA Contributions	\$0.00	\$0.00	\$0.00
42281	Community Room	E 105-42281-122 FICA Contributions	\$0.00	\$0.00	\$0.00
42281	Community Room	E 105-42281-125 Medicare Contributions	\$0.00	\$0.00	\$0.00
42281	Community Room	E 105-42281-171 Clothing Allowance	\$0.00	\$0.00	\$0.00
42281	Community Room	E 105-42281-210 Operating Supplies	\$200.00	\$44.13	\$44.13
42281	Community Room	E 105-42281-220 Repair and Maintenance	\$1,000.00	\$0.00	\$0.00
42281	Community Room	E 105-42281-300 Professional Services	\$1,275.00	\$255.00	\$390.00
DEPART 42281	Community Room		\$2,475.00	\$299.13	\$434.13
DEPART 49300	Other Financing Uses				
49300	Other Financing Us	E 105-49300-720 Transfers to Other Funds	\$0.00	\$0.00	\$0.00
DEPART 49300	Other Financing Uses		\$0.00	\$0.00	\$0.00
FUND 105	Fire Fund		\$380,675.00	\$26,346.47	\$66,182.37
			\$380,675.00	\$26,346.47	\$66,182.37



City of St. Joseph Fire Check Register

Check #	Search Name	Comments	Amount	DEPART	OBJ	FUND
Period 4 April						
DEPART 42210	Fire Administration					
058979	JOVANOVIH, DEGE & ATHMANN	Fire Dept Contract Review	\$405.00	42210	304	105
DEPART 42210	Fire Administration		\$405.00			
DEPART 42220	Fire Fighting					
058921	FIRE EQUIPMENT SPECIALTIES INC	Survivor LED Alkaline C4's	\$317.90	42220	210	105
058921	FIRE EQUIPMENT SPECIALTIES INC	FD Safety Vests	\$839.69	42220	210	105
058935	LEES ACE HARDWARE	Screw for SCBA Mask	\$0.88	42220	210	105
058935	LEES ACE HARDWARE	CO Detectors	\$65.98	42220	211	105
058935	LEES ACE HARDWARE	Locker Locks for Spare Class	\$24.99	42220	211	105
058935	LEES ACE HARDWARE	CO Detectors for Community	\$131.96	42220	211	105
002043	SENTRY BANK	Coffee, Water, Snacks - Safet	\$8.94	42220	212	105
059024	VIKING INDUSTRIAL CENTER, INC	First Aid Kits / Padded Head B	\$31.63	42220	212	105
059024	VIKING INDUSTRIAL CENTER, INC	First Aid Kits	\$15.62	42220	212	105
058935	LEES ACE HARDWARE	Truefuel 4-Cycle	\$47.98	42220	235	105
059019	SPEEDWAY	Excise Tax Credit	-\$7.32	42220	235	105
059019	SPEEDWAY	April 2022 - Motor Fuel	\$122.49	42220	235	105
DEPART 42220	Fire Fighting		\$1,600.74			
DEPART 42240	Fire Training					
058917	CUSTOMIZED FIRE RESCUE TRAIN	Firefighter Training	\$2,350.00	42240	443	105
DEPART 42240	Fire Training		\$2,350.00			
DEPART 42250	Fire Communications					
058922	FIRSTNET	Mar 2022 Mobile Device Char	\$76.47	42250	321	105
058983	MIDCONTINENT COMMUNICATIONS	Apr 2022 Fiber, Internet, Pho	\$355.68	42250	321	105
DEPART 42250	Fire Communications		\$432.15			
DEPART 42280	Fire Station and Building					
059022	TOTAL CONTROL SYSTEMS, INC	Fire Hall Service Call	\$225.00	42280	220	105
059022	TOTAL CONTROL SYSTEMS, INC	Fire Hall Service Call	-\$225.00	42280	220	105
059028	TOTAL ENERGY SYSTEMS, LLC	Fire Hall Service Call	\$225.00	42280	220	105
058968	XCEL ENERGY	Gas/Electric Services	\$763.90	42280	381	105
058968	XCEL ENERGY	Gas/Electric Services	\$1,086.17	42280	383	105
DEPART 42280	Fire Station and Building		\$2,075.07			
Period 4 April			\$6,862.96			
Period 5 May						
DEPART 42210	Fire Administration					
059033	DEZURIKS PORTABLE BLACK SIGN CO	Advertisement - Firefighters	\$350.00	42210	340	105
DEPART 42210	Fire Administration		\$350.00			
DEPART 42220	Fire Fighting					
002052	SENTRY BANK-CREDIT CARD	Fog Machine for Training	\$64.55	42220	210	105
059029	ALL STAR TROPHY & AWARDS, INC.	Retirement Plaques (Loso, Si	\$240.00	42220	210	105
059044	SPECTRUM SUPPLY	Absorbent Oil & Water Floor	\$101.90	42220	210	105
059082	KWIK TRIP	Apr 2022 Motor Fuel - FD	\$274.90	42220	235	105
059082	KWIK TRIP	Excise Tax Credit - FD	-\$17.33	42220	235	105
059035	GALLS, INC	New Captain Badges - Orcutt,	\$409.48	42220	585	105
059099	FIRE EQUIPMENT SPECIALTIES INC	Fire Hoses (DNR Grant)	\$5,113.00	42220	585	105
DEPART 42220	Fire Fighting		\$6,186.50			
DEPART 42250	Fire Communications					
059037	GRANITE ELECTRONICS, INC	Service - Minitor VI Radio	\$57.00	42250	220	105



City of St. Joseph

Fire Check Register

Check #	Search Name	Comments	Amount	DEPART	OBJ	FUND
059054	FIRSTNET	Apr 2022 - Mobile Device Cha	\$76.45	42250	321	105
059061	MIDCONTINENT COMMUNICATIONS	May 2022 - Fiber, Internet, P	\$355.24	42250	321	105
DEPART 42250 Fire Communications			\$488.69			
DEPART 42270 Medical Services						
059048	CENTRAL MCGOWAN, INC	Medical Oxygen	\$37.04	42270	210	105
DEPART 42270 Medical Services			\$37.04			
DEPART 42280 Fire Station and Building						
059059	LEES ACE HARDWARE	Glue for Repairing Rack	\$4.99	42280	210	105
059070	SECURITY LOCKSMITHS, INC	Repair & Rebuild Service Door	\$1,340.95	42280	220	105
059076	XCEL ENERGY	Gas/Electric Services	\$644.55	42280	381	105
059076	XCEL ENERGY	Gas/Electric Services	\$742.92	42280	383	105
DEPART 42280 Fire Station and Building			\$2,733.41			
Period 5 May			\$9,795.64			
Period 6 June						
DEPART 42210 Fire Administration						
059120	BANYON DATA SYSTEM	UB, Fund, Fixed Assets, UB M	\$24.38	42210	215	105
059242	SHIFT TECHNOLOGIES, INC.	Fire Chief Remote Issue	\$370.00	42210	215	105
059200	CENTRACARE	Pre-empl Screens - New Mem	\$246.00	42210	305	105
059200	CENTRACARE	Pre-empl Physical - C. Stanea	\$348.00	42210	305	105
059200	CENTRACARE	Pre-empl Physical - C. Palmer	\$238.00	42210	305	105
059200	CENTRACARE	Respiratory Assessment - C. P	\$135.00	42210	305	105
059200	CENTRACARE	Pre-empl Physical - C. Holland	\$318.00	42210	305	105
059200	CENTRACARE	Pre-empl Physical - T. Salzer	\$263.00	42210	305	105
059200	CENTRACARE	Spirometry Test - T. Salzer	\$55.00	42210	305	105
059228	DEZURIKS PORTABLE BLACK SIGN CO	Sign Rental 5/17/22-6/17/22	\$350.00	42210	340	105
059228	DEZURIKS PORTABLE BLACK SIGN CO	Sign Rental 4/17/22-5/17-22	\$350.00	42210	340	105
DEPART 42210 Fire Administration			\$2,697.38			
DEPART 42220 Fire Fighting						
059198	BATTERY WHOLESALE, INC.	# 5 - Firefighter Flashlight Ba	\$6.83	42220	210	105
059199	BONACCI, DOMINIC	Parts for Pressure Washer (N	\$49.91	42220	210	105
059199	BONACCI, DOMINIC	Parts for Pressure Washer (N	\$75.32	42220	210	105
059205	DAMA COMPANY	Dama Boxes	\$2,405.00	42220	210	105
059157	CIRCLE K FLEET	May 2022 Motor Fuel	\$494.62	42220	235	105
059157	CIRCLE K FLEET	Excise Tax Credit	-\$28.88	42220	235	105
059221	ALEX AIR APPARATUS, INC	Annual Compressor Air Qualit	\$787.01	42220	300	105
DEPART 42220 Fire Fighting			\$3,789.81			
DEPART 42240 Fire Training						
059235	MSFDA MEMBER BENEFITS	2022 Membership Dues	\$290.00	42240	433	105
059204	CUSTOMIZED FIRE RESCUE TRAIN	FF1, FF2, Haz Mat Traiining -	\$1,370.00	42240	443	105
DEPART 42240 Fire Training			\$1,660.00			
DEPART 42250 Fire Communications						
059160	FIRSTNET	May 2022 - Mobile Device Ch	\$76.46	42250	321	105
059168	MIDCONTINENT COMMUNICATIONS	June 2022 - Fiber, Internet, P	\$347.72	42250	321	105
DEPART 42250 Fire Communications			\$424.18			
DEPART 42260 Fire Repair Service						
059209	O REILLY AUTO PARTS	Unit #4 Repairs	\$78.09	42260	230	105
059209	O REILLY AUTO PARTS	Unit #4 Repairs	\$52.47	42260	230	105
059209	O REILLY AUTO PARTS	Unit #4 Repairs	\$45.98	42260	230	105



City of St. Joseph

Fire Check Register

Check #	Search Name	Comments	Amount	DEPART	OBJ	FUND
DEPART 42260	Fire Repair Service		\$176.54			
DEPART 42270	Medical Services					
059201	CENTRAL MCGOWAN, INC	Medical Oxygen	\$30.26	42270	210	105
059225	CENTRAL MCGOWAN, INC	Medical Oxygen	\$30.76	42270	210	105
DEPART 42270	Medical Services		\$61.02			
DEPART 42280	Fire Station and Building					
059244	SPECTRUM SUPPLY	Case of Paper Towels	\$36.89	42280	210	105
059211	PRECISE REFRIGERATION INC	Vacuum Breaker Replacement	\$176.92	42280	220	105
059179	XCEL ENERGY	Gas/Electrical Services	\$549.75	42280	381	105
059179	XCEL ENERGY	Gas/Electrical Services	\$305.80	42280	383	105
DEPART 42280	Fire Station and Building		\$1,069.36			
Period 6 June			\$9,878.29			
			\$26,536.89			

St. Joseph Fire Department
Capital Equipment Plan - for Payable 2022
 Adopted December 6, 2021

CIP #	Account Code	Department	Object	Purchased Year	Replace Year	Description	12/31/2021	6/30		Available Reserve Funds
							Reserve Funds	Budget 2022	Grants/ Adjustments 2022	
FD-1401	105-42210-581/582	Fire Administration	Computer Hardware/Software	2017-2018	2022-2024	3 Computers	5,330.27	500.00		5,830.27
		Total Fire Administration Computer Hardware/Software					5,330.27	500.00	-	5,830.27
FD-1402	105-42220-580	Fire Fighting	Other Equipment	annual	annual	Turnout Gear	44,206.73	4,000.00		48,206.73
		Total Fire Fighting Other Equipment					44,206.73	4,000.00	-	48,206.73
FD-1404	105-42220-584	Fire Fighting		1996-2005	2019-2026	Extrication Equip	36,562.40	2,300.00		38,862.40
		Total Fire Fighting Equipment Reserve					36,562.40	2,300.00	-	38,862.40
FD-1403	105-42220-585	Fire Fighting	Firefighter Equipment	2012	2024	6 Wheeler	5,903.95	1,350.00		7,253.95
FD-1405	105-42220-585	Fire Fighting	Firefighter Equipment	2012	2022	Rescue Van	259.58	-		259.58
FD-1406	105-42220-585	Fire Fighting	Firefighter Equipment	2012	2032	Pumper Truck #1	134,323.77	5,000.00		139,323.77
FD-1407	105-42220-585	Fire Fighting	Firefighter Equipment	2001	2026	Ladder Truck #2	-	15,000.00		15,000.00
FD-2202	105-42220-585	Fire Fighting	Firefighter Equipment	2023	2043	Pumper/Tanker	226,750.00	-		226,750.00
FD-1408	105-42220-585	Fire Fighting	Firefighter Equipment	1997	2022	Grass Rig #3	100,000.00	1,500.00		101,500.00
FD-2201	105-42220-585	Fire Fighting	Firefighter Equipment	2005	2025	Crew Cab #6	-	-		-
FD-1409	105-42220-585	Fire Fighting	Firefighter Equipment	1999	2028	Tanker #4	31,501.00	2,500.00		34,001.00
FD-1417	105-42220-585	Fire Fighting	Firefighter Equipment	2020	2025	Air Packs	6,800.00	1,500.00		8,300.00
FD-1410	105-42220-585	Fire Fighting	Firefighter Equipment	on going	on going	Replacement	16,958.08	2,500.00	2,447.00	5,997.23
		Total Fire Fighting Equipment					522,496.38	29,350.00	2,447.00	5,997.23
FD-1411	105-42250-580	Fire Communication	Other Equipment	2020	2035	800 MHz Radios	48,356.75	250.00		48,606.75
FD-1412	105-42250-580	Fire Communication	Other Equipment	on going	on going	Replacement	4,352.22	3,000.00		7,352.22
		Total Fire Communications Equipment					52,708.97	3,250.00	-	55,958.97
FD-1413	105-42270-580	Medical Services	Other Equipment	on going	on going	Replacement	3,153.33	200.00		3,353.33
		Total Medical Services Equipment					3,153.33	200.00	-	3,353.33
FD-1414	105-42280-530	Fire Station & Building	Equipment Reserve	on going	on going	Building Repairs	4,500.00	37,500.00		42,000.00
FD-1415	105-42280-530	Fire Station & Building	Equipment Reserve	2011	2017-2022	Parking Lot	3,000.00	1,000.00		4,000.00
FD-1416	105-42280-530	Fire Station & Building	Improvements other than Building	2008	2017-2024	Painting	3,500.00	1,500.00		5,000.00
		Total Fire Station & Building Improvements other than Building					11,000.00	40,000.00	-	51,000.00
		Total Capital Equipment - Fire Fund					675,458.08	79,600.00	2,447.00	5,997.23

Note: The fire department is funded by the City of St. Joseph, St. Joseph Township and St. Wendel Township.

Proposed Debts

FD-1407	105-42220-585	Fire Fighting	Firefighter Equipment	2001	2026	Ladder Truck #2-2026 - after down payment + trade in valu				
FD-1406	105-42220-585	Fire Fighting	Firefighter Equipment	2023	2043	Pumper/Tanker Truck-2022	575,000.00			after down payment, Fire Relief to a
FD-1409	105-42220-585	Fire Fighting	Firefighter Equipment	1999	2028	Tanker #4-2028 - may last longer with new tank				
FD-1406	105-42220-585	Fire Fighting	Firefighter Equipment	2012	2032	Pumper Truck #1-2032				
		Debt Service Relief Fund/ARPA/FEMA Grant/Other								



MEETING DATE: August 16, 2022

AGENDA ITEM: 2023 Preliminary Budget

SUBMITTED BY: Finance

PREVIOUS BOARD ACTION: Fire Board proposed increasing the Chief's salary from \$6,000 to \$8,000 annually and Assistant Chief's salary from \$3,500 to \$5,000 annually.

BACKGROUND INFORMATION: The 2023 City budget process began in May 2022. The fire department submitted their draft budget requests to Finance for discussion at the August 2022 Fire Board meeting.

The Finance Director calculated the revenue needs for each community to cover the proposed operational budget, capital request and the fire department debts. Each community received credit for interest earnings and other revenues for the department and the rental of the community room were removed from the figures. Included in the community room budget is the 2022 rescue van replacement budget that the City of St. Joseph owns outright. The City of St. Joseph will fund the replacement reserve budget for this piece of equipment. For ease of tracking, the reserve budget was placed under the community room dept 42281.

The allocation from each community was adjusted based on the agreement of scaling back the market value from City of St. Joseph's annexation of St. Joseph Township. For 2023, 20% of the annexation market value is included in St. Joseph Township's allocation. Estimated market values (EMV) were not obtained from Stearns County prior to submitting the agenda.

The operational budget shows an increase of \$31,155. A couple line items that increased include accounting services, state aid reimbursement, operating supplies, motor fuel, liability insurance, and repairs and maintenance. The accounting services is 5% of the Fire Fund 105 budget less capital reserves and community room. The state aid reimbursement is offset by the 2% state aid revenue budget. Cost of supplies and fuel were increased to due to inflationary pressures, along with repairs and maintenance. The general liability insurance is an estimated increase from the insurance providers and includes the additional pumper/tanker truck. Vehicle repairs and maintenance was decreased due to the City's mechanic versus contracted services. There needs to be a budget for vehicle repairs and maintenance to purchase parts and supplies to maintain the equipment.

The wages and benefits budget is proposed to increase \$41,760 mainly due to the firefighting salaries were increased to reflect the Board's recommendation for salary increases. Staff recommends increasing the fire call/drill pay stipends from \$16/hour to \$17/hour. The increase will keep members similar to area fire departments and provide some incentive to retain firefighters. A small increase is also proposed for secretary salaries. The increased calls and fire regulations are adding to the reporting requirements. The city council still needs to act on the wage changes. Also included in wages and benefits is time for Public Works staff to maintain the buildings, grounds and equipment. In 2022, the City of St. Joseph added a full-time lead mechanic to the Public Works staff. The mechanic will take over some of the truck repairs and maintenance versus contracting the services out. The shift is shown in dept code 42260.

The capital equipment (CEP) summary is also attached. The 2023 capital allocation increased \$37,450.

The 2023 capital budget adds funding for the new pumper/tanker future replacement as is done for all equipment. The new rescue van replacement reserve budget will be covered by the City of St Joseph as stated earlier. This is part of the capital increase amount. A replacement budget was added for the crew cab #6 pickup. The current truck is 16 years old. The ladder replacement reserve budget was added back. The Fire Board opted to not replace the ladder truck in 2022 as was budgeted. The ladder truck will meet needs of the fire district for a few more years. The pumper/tanker was added to the fleet versus replacing the ladder truck.

There is a debt service budget was added in 2023. Equipment certificates were issued in August 2022 to pay for the new pumper/tanker. The first payments are due in 2023. Allocation between communities paying for the debt is the same as the estimated allocation for the fire department budget.

The 2023 proposed budget is broken down by community in the summary below.

BUDGET/FISCAL IMPACT:	2023 Draft Budget by Community:
	City of St. Joseph \$ 301,020
	St. Joseph Township \$ 91,710
	St. Wendel Township \$ 99,880

ATTACHMENTS:	Request for Board Action – 2023 Fire Budget Draft
	2023 Fire Revenue Budget
	2023 Fire Expenditure Budget
	2023 Operational Budget Summary
	2023 Budget Summary
	2023 Revenue Budget
	2023 Expenditure Budget
	Fire Budget History
	Fire Call History
	2023 Capital Equipment Plan Summary and Individual Forms

REQUESTED BOARD ACTION:	Approve recommendation for the preliminary 2023 budget and capital requests.
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City of St. Joseph
2023 Fire Board Revenue Budget
Draft
as of August 12, 2022

SOURC	SOURCE Descr	2020 Budget	2020 Amount	2021 Budget	2021 Amount	2022 Budget	2022 YTD Amt	2023 Budget
FUND 105 Fire Fund								
31010	Current Ad Valorem Taxes	\$0.00	\$221.78	\$0.00	\$316.29	\$181,635.00	\$98,687.78	\$247,250.00
33160	Federal Grants - Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,447.00	\$0.00
33400	State Grants and Aids	\$52,000.00	\$61,815.40	\$52,000.00	\$68,510.27	\$61,000.00	\$3,350.00	\$70,000.00
34202	Special Fire Service	\$281,865.00	\$281,854.98	\$288,540.00	\$288,540.00	\$127,540.00	\$95,164.05	\$156,040.00
34203	Fire Fighting Reimbursement	\$500.00	\$980.23	\$500.00	\$2,450.00	\$1,500.00	\$280.00	\$1,000.00
34781	Fire Hall Rental	\$4,000.00	\$800.00	\$3,540.00	\$3,200.00	\$2,500.00	\$2,600.00	\$3,000.00
36210	Interest Earnings	\$8,000.00	\$19,602.42	\$10,000.00	\$1,126.01	\$5,000.00	-\$23,990.11	\$3,500.00
36230	Contributions - General	\$1,500.00	\$215.46	\$1,500.00	\$1,372.84	\$1,000.00	\$399.23	\$500.00
36260	Surplus Property	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00
36300	Reimbursement	\$1,000.00	\$2,901.60	\$1,000.00	\$119.92	\$500.00	\$1,115.56	\$750.00
FUND 105 Fire Fund		\$349,065.00	\$368,391.87	\$357,080.00	\$365,635.33	\$380,675.00	\$180,053.51	\$491,040.00
FUND 316 2022A GO Equip Cert.[FD truck]								
31010	Current Ad Valorem Taxes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,775.00
31013	Special Levy-FD, St.Joe Twp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,015.00
31014	Special Levy-FD, St. Wendel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,530.00
36210	Interest Earnings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00
39201	Transfers from Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
39310	Issuance of Debt	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
39311	Bond Premium	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FUND 316 2022A GO Equip Cert.[FD truck]		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89,350.00
		\$349,065.00	\$368,391.87	\$357,080.00	\$365,635.33	\$380,675.00	\$180,053.51	\$580,390.00



City of St. Joseph
2023 Fire Board Expenditure Budget
Draft
As of August 12, 2022

OBJ	OBJ Descr	2020 Budget	2020 Amt	2021 Budget	2021 Amt	2022 Budget	2022 YTD Amt	2023 Budget
FUND 105 Fire Fund								
DEPART 42210 Fire Administration								
151	Workers Comp. Insur. Prem.	\$13,770.00	\$13,889.48	\$18,005.00	\$13,852.29	\$14,750.00	\$0.00	\$15,795.00
200	Office Supplies	\$500.00	\$1,509.30	\$500.00	\$124.62	\$500.00	\$0.00	\$150.00
215	Software Support	\$2,840.00	\$2,313.36	\$2,840.00	\$2,256.94	\$3,000.00	\$2,979.96	\$3,370.00
220	Repair and Maintenance	\$150.00	\$3.66	\$150.00	\$672.25	\$0.00	\$0.00	\$0.00
300	Professional Services	\$1,000.00	\$843.08	\$1,000.00	\$932.66	\$500.00	\$1,015.00	\$1,000.00
301	Audit & Accounting Services	\$11,330.00	\$15,279.05	\$13,365.00	\$14,341.14	\$13,940.00	\$0.00	\$17,520.00
304	Legal Fees	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	\$1,080.00	\$1,000.00
305	Medical & Dental	\$3,500.00	\$5,818.00	\$3,500.00	\$3,987.50	\$3,500.00	\$1,513.00	\$3,500.00
322	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
340	Advertising	\$100.00	\$60.00	\$100.00	\$1,466.87	\$100.00	\$1,400.00	\$750.00
446	License	\$100.00	\$62.25	\$100.00	\$43.00	\$75.00	\$19.25	\$50.00
581	Computer Hardware	\$1,250.00	\$70.00	\$1,250.00	\$0.00	\$450.00	\$0.00	\$450.00
582	Computer Software	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00
DEPART 42210	Fire Administratio	\$34,790.00	\$39,848.18	\$41,060.00	\$37,677.27	\$37,065.00	\$8,007.21	\$43,635.00
DEPART 42220 Fire Fighting								
101	Salaries	\$93,390.00	\$91,049.00	\$93,390.00	\$99,329.50	\$105,605.00	\$66,488.00	\$123,625.00
122	FICA Contributions	\$5,790.00	\$5,645.04	\$5,790.00	\$6,158.42	\$6,545.00	\$4,122.23	\$7,665.00
125	Medicare Contributions	\$1,355.00	\$1,320.21	\$1,355.00	\$1,440.30	\$1,530.00	\$964.05	\$1,790.00
171	Clothing Allowance	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	\$717.00	\$900.00
210	Operating Supplies	\$5,000.00	\$3,001.46	\$5,000.00	\$3,828.91	\$5,000.00	\$5,135.34	\$8,850.00
211	AWAIRE Supplies	\$1,000.00	\$164.00	\$1,000.00	\$806.92	\$1,000.00	\$222.93	\$800.00
212	Safety Program	\$500.00	\$0.00	\$500.00	\$128.57	\$400.00	\$184.76	\$400.00
220	Repair and Maintenance	\$0.00	\$588.43	\$0.00	\$607.91	\$650.00	\$0.00	\$200.00
235	Motor Fuel	\$2,500.00	\$1,806.02	\$2,575.00	\$2,851.12	\$3,000.00	\$2,116.34	\$4,160.00
240	Small Tool & Minor Equipment	\$500.00	\$386.86	\$500.00	\$209.89	\$500.00	\$170.52	\$400.00
300	Professional Services	\$4,000.00	\$1,824.00	\$4,000.00	\$2,684.00	\$2,000.00	\$787.01	\$2,000.00
361	General Liability Insurance	\$6,145.00	\$6,155.32	\$6,290.00	\$5,759.08	\$6,100.00	\$9,150.02	\$10,660.00
420	Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
447	State Aid Reimbursement	\$52,000.00	\$59,075.40	\$52,000.00	\$61,830.27	\$61,000.00	\$2,000.00	\$68,000.00
448	Pension Relief Fire Fund	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00
580	Other Equipment	\$6,000.00	\$64.98	\$3,500.00	\$0.00	\$4,000.00	\$0.00	\$8,000.00
584	Equipment Reserve	\$2,750.00	\$0.00	\$2,750.00	\$0.00	\$2,300.00	\$0.00	\$2,700.00
585	Firefighter Equipment	\$53,800.00	\$0.00	\$53,150.00	\$4,091.03	\$29,350.00	\$18,498.17	\$52,650.00
DEPART 42220	Fire Fighting	\$237,730.00	\$174,080.72	\$234,800.00	\$192,725.92	\$232,880.00	\$110,556.37	\$295,800.00
DEPART 42240 Fire Training								
104	Taxable Per Diem	\$1,200.00	\$0.00	\$1,200.00	\$800.00	\$1,200.00	\$0.00	\$1,200.00
122	FICA Contributions	\$75.00	\$0.00	\$75.00	\$49.60	\$75.00	\$0.00	\$75.00



City of St. Joseph
2023 Fire Board Expenditure Budget
Draft
As of August 12, 2022

OBJ	OBJ Descr	2020 Budget	2020 Amt	2021 Budget	2021 Amt	2022 Budget	2022 YTD Amt	2023 Budget
125	Medicare Contributions	\$20.00	\$0.00	\$20.00	\$11.60	\$20.00	\$0.00	\$20.00
331	Travel & Conference Expense	\$2,000.00	\$0.00	\$2,000.00	\$2,832.36	\$2,200.00	\$0.00	\$3,000.00
433	Dues & Memberships	\$1,700.00	\$1,173.00	\$1,700.00	\$534.00	\$1,650.00	\$1,350.00	\$1,765.00
443	Personnel Training	\$6,000.00	\$5,793.50	\$6,000.00	\$11,275.00	\$6,000.00	\$3,840.00	\$6,000.00
DEPART 42240	Fire Training	\$10,995.00	\$6,966.50	\$10,995.00	\$15,502.56	\$11,145.00	\$5,190.00	\$12,060.00
DEPART 42250	Fire Communications							
220	Repair and Maintenance	\$1,000.00	\$1,657.78	\$1,000.00	\$776.68	\$750.00	\$166.00	\$500.00
321	Telephone	\$5,085.00	\$5,224.29	\$5,340.00	\$5,239.20	\$5,930.00	\$3,361.47	\$5,375.00
580	Other Equipment	\$13,000.00	\$10,809.19	\$6,000.00	\$2,495.00	\$3,250.00	\$1,455.00	\$6,500.00
DEPART 42250	Fire Communicati	\$19,085.00	\$17,691.26	\$12,340.00	\$8,510.88	\$9,930.00	\$4,982.47	\$12,375.00
DEPART 42260	Fire Repair Service							
101	Salaries	\$4,145.00	\$2,375.94	\$3,190.00	\$8,113.91	\$8,580.00	\$66.15	\$24,240.00
121	PERA Contributions	\$310.00	\$178.17	\$240.00	\$608.74	\$645.00	\$3.76	\$1,790.00
122	FICA Contributions	\$240.00	\$131.16	\$175.00	\$462.45	\$445.00	\$3.54	\$1,415.00
123	Deferred Comp-Employer	\$0.00	\$18.75	\$20.00	\$47.05	\$125.00	\$31.45	\$80.00
125	Medicare Contributions	\$55.00	\$30.67	\$40.00	\$108.12	\$105.00	\$1.00	\$330.00
130	H S A- Employer Contribution	\$305.00	\$171.96	\$185.00	\$1,827.53	\$330.00	\$83.99	\$765.00
131	Health Insurance	\$870.00	\$347.16	\$780.00	\$1,664.44	\$1,825.00	\$307.47	\$4,350.00
132	Dental Insurance	\$60.00	\$21.87	\$60.00	\$129.60	\$145.00	\$23.52	\$380.00
133	Life Insurance	\$5.00	\$1.43	\$5.00	\$13.54	\$10.00	\$1.65	\$25.00
134	Disability Insurance	\$35.00	\$10.95	\$25.00	\$99.72	\$50.00	\$12.23	\$200.00
230	Vehicle Repair & Maintenance	\$12,000.00	\$30,822.93	\$25,000.00	\$23,342.44	\$18,000.00	\$11,528.01	\$12,000.00
DEPART 42260	Fire Repair Servic	\$18,025.00	\$34,110.99	\$29,720.00	\$36,417.54	\$30,260.00	\$12,062.77	\$45,575.00
DEPART 42270	Medical Services							
210	Operating Supplies	\$1,500.00	\$583.48	\$1,500.00	\$2,145.32	\$2,000.00	\$1,344.98	\$2,375.00
220	Repair and Maintenance	\$250.00	\$0.00	\$250.00	\$0.00	\$200.00	\$0.00	\$100.00
580	Other Equipment	\$200.00	\$0.00	\$200.00	\$574.24	\$200.00	\$0.00	\$200.00
DEPART 42270	Medical Services	\$1,950.00	\$583.48	\$1,950.00	\$2,719.56	\$2,400.00	\$1,344.98	\$2,675.00
DEPART 42280	Fire Station and Building							
210	Operating Supplies	\$300.00	\$1,329.23	\$300.00	\$851.30	\$500.00	\$454.03	\$750.00
220	Repair and Maintenance	\$4,000.00	\$7,557.69	\$4,000.00	\$1,616.90	\$3,000.00	\$4,207.70	\$7,200.00
300	Professional Services	\$2,000.00	\$2,996.76	\$2,000.00	\$6,604.66	\$2,000.00	\$3,297.75	\$4,000.00
381	Electric Utilities	\$6,700.00	\$6,227.10	\$7,400.00	\$7,421.43	\$5,930.00	\$5,664.95	\$8,880.00
383	Gas Utilities	\$4,295.00	\$3,077.76	\$4,200.00	\$3,677.62	\$3,090.00	\$5,449.95	\$6,890.00
530	Improvements Other than Bld	\$3,500.00	\$0.00	\$4,000.00	\$0.00	\$40,000.00	\$0.00	\$40,000.00
DEPART 42280	Fire Station and	\$20,795.00	\$21,188.54	\$21,900.00	\$20,171.91	\$54,520.00	\$19,074.38	\$67,220.00
DEPART 42281	Community Room							
210	Operating Supplies	\$400.00	\$0.00	\$400.00	\$323.78	\$200.00	\$324.82	\$400.00



City of St. Joseph
2023 Fire Board Expenditure Budget
Draft
As of August 12, 2022

OBJ	OBJ Descr	2020 Budget	2020 Amt	2021 Budget	2021 Amt	2022 Budget	2022 YTD Amt	2023 Budget
220	Repair and Maintenance	\$2,000.00	\$606.43	\$2,000.00	\$0.00	\$1,000.00	\$0.00	\$300.00
300	Professional Services	\$500.00	\$624.26	\$150.00	\$5,356.13	\$1,275.00	\$3,162.75	\$4,000.00
585	Firefighter Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00
DEPART 42281	Community Roo	\$2,900.00	\$1,230.69	\$2,550.00	\$5,679.91	\$2,475.00	\$3,487.57	\$11,200.00
DEPART 49300	Other Financing Uses							
720	Transfers to Other Funds	\$0.00	\$46,477.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEPART 49300	Other Financing	\$0.00	\$46,477.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FUND 105 Fire Fund		\$346,270.00	\$342,177.86	\$355,315.00	\$319,405.55	\$380,675.00	\$164,705.75	\$491,040.00
FUND 316 2022A GO Equip Cert.[FD truck]								
DEPART 47100	Bond Payment (P & I)							
600	Debt Service - Principal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,000.00
611	Bond Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,100.00
620	Agent Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00
DEPART 47100	Bond Payment (P	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$89,350.00
DEPART 49300	Other Financing Uses							
621	Financing Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,808.70	\$0.00
720	Transfers to Other Funds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEPART 49300	Other Financing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,808.70	\$0.00
FUND 316 2022A GO Equip Cert.		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,808.70	\$89,350.00
		\$346,270.00	\$342,177.86	\$355,315.00	\$319,405.55	\$380,675.00	\$166,514.45	\$580,390.00

St. Joseph Community Fire Department
2023 Operational Budget Summary - DRAFT

			<u>% of Total</u>	
2023 Operating Expenditure Budget	\$ 189,345		38.56%	
2023 Salary Expenditure Budget	184,645		37.60%	
2023 Capital Expenditure Budget	<u>117,050</u>		23.84%	100.00%
Expenditures to Cover		\$ 491,040		
2023 St. Joseph Twp Revenue Budget	\$ 74,694		15.21%	
2023 St. Wendel Twp Revenue Budget	81,347		16.57%	
2023 St. Joseph City Revenue Budget	247,249		50.35%	
2023 Other Revenues	<u>87,750</u>		17.87%	100.00%
Revenues Budgeted to Cover Exp.		<u>491,040</u>		
Expenditures under Revenues		\$ -		
Covered by Operating Reserve		\$ -		
Covered by Debt Service Reserve		\$ -		

Summary of Estimated Market Values (EMV):	2023		2022		2021	
St. Joseph Twp EMV	159,703,400	17.81%	159,703,400	17.81%	157,131,200	18.08%
St. Joseph Twp WP Annexation EMV	-	0.00%	-	0.00%	6,767,800	0.78%
St. Joseph Twp SJ Annexation EMV	11,092,360	1.24%	22,184,720	2.47%	33,277,080	3.83%
St. Wendel Twp EMV	186,007,100	20.75%	186,007,100	20.75%	176,254,000	20.28%
St. Joseph City SJ Annexation EMV	44,369,440	4.95%	33,277,080	3.71%	22,364,720	2.57%
St. Joseph City EMV	495,381,100	55.25%	495,381,100	55.25%	473,120,900	54.45%
	<u>896,553,400</u>	100.00%	<u>896,553,400</u>	100.00%	<u>868,915,700</u>	100.00%

remember to deduct SJT annex by CSJ from the CSJ EMV allocation

Note: St. Joseph Township was partially annexed by the City of Waite Park and no longer in the St. Joseph fire district. The EMV for the portion annexed by Waite Park is \$5,785,700. ADM was constructed in the St. Joseph Township adding \$401,000 in EMV for the St. Joseph fire district. Waite Park intends to annex the remaining annexation area of St. Joseph Township in 2016. This will reduce market value by approximately \$33.839M for 2017 taxes. Fire Board agreed to tiering the EMV reduction over a 5 year period. **2017 - 100%; 2018-80%; 2019-60%; 2020-40%; 2021-20% of the \$33.839M included.**

The City of St. Joseph annexed a portion of the St. Joseph Township in January 2019. Per the fire contract, the proportional EMV will be included in the property tax sharing beginning in 2020 since the annexation occurred prior to the 2020 budget adoption. **2019-100%, 2020-80%, 2021-60%, 2022-40%, 2023-20% of \$55,461,800.**



City of St. Joseph
2023 Fire Board Exp operations
 draft
 as of August 12, 2022

OBJ	OBJ Descr	2020 Budget	2020 Amt	2021 Budget	2021 Amt	2022 Budget	2022 YTD Amt	2023 Budget
FUND 105 Fire Fund								
DEPART 42210 Fire Administration								
200	Office Supplies	\$500.00	\$1,509.30	\$500.00	\$124.62	\$500.00	\$0.00	\$150.00
215	Software Support	\$2,840.00	\$2,313.36	\$2,840.00	\$2,256.94	\$3,000.00	\$2,979.96	\$3,370.00
220	Repair and Maintenance	\$150.00	\$3.66	\$150.00	\$672.25	\$0.00	\$0.00	\$0.00
300	Professional Services	\$1,000.00	\$843.08	\$1,000.00	\$932.66	\$500.00	\$1,015.00	\$1,000.00
301	Audit & Accounting Services	\$11,330.00	\$15,279.05	\$13,365.00	\$14,341.14	\$13,940.00	\$0.00	\$17,520.00
304	Legal Fees	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	\$1,080.00	\$1,000.00
305	Medical & Dental	\$3,500.00	\$5,818.00	\$3,500.00	\$3,987.50	\$3,500.00	\$1,513.00	\$3,500.00
322	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
340	Advertising	\$100.00	\$60.00	\$100.00	\$1,466.87	\$100.00	\$1,400.00	\$750.00
446	License	\$100.00	\$62.25	\$100.00	\$43.00	\$75.00	\$19.25	\$50.00
DEPART 42210 Fire Administration		\$19,720.00	\$25,888.70	\$21,755.00	\$23,824.98	\$21,815.00	\$8,007.21	\$27,340.00
DEPART 42220 Fire Fighting								
210	Operating Supplies	\$5,000.00	\$3,001.46	\$5,000.00	\$3,828.91	\$5,000.00	\$5,135.34	\$8,850.00
211	AWAIRE Supplies	\$1,000.00	\$164.00	\$1,000.00	\$806.92	\$1,000.00	\$222.93	\$800.00
212	Safety Program	\$500.00	\$0.00	\$500.00	\$128.57	\$400.00	\$184.76	\$400.00
220	Repair and Maintenance	\$0.00	\$588.43	\$0.00	\$607.91	\$650.00	\$0.00	\$200.00
235	Motor Fuel	\$2,500.00	\$1,806.02	\$2,575.00	\$2,851.12	\$3,000.00	\$2,116.34	\$4,160.00
240	Small Tool & Minor Equipment	\$500.00	\$386.86	\$500.00	\$209.89	\$500.00	\$170.52	\$400.00
300	Professional Services	\$4,000.00	\$1,824.00	\$4,000.00	\$2,684.00	\$2,000.00	\$787.01	\$2,000.00
361	General Liability Insurance	\$6,145.00	\$6,155.32	\$6,290.00	\$5,759.08	\$6,100.00	\$9,150.02	\$10,660.00
384	Refuse Disposal	\$490.00	\$623.14	\$675.00	\$0.00	\$0.00	\$0.00	\$0.00
420	Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
447	State Aid Reimbursement	\$52,000.00	\$59,075.40	\$52,000.00	\$61,830.27	\$61,000.00	\$2,000.00	\$68,000.00
448	Pension Relief Fire Fund	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00
DEPART 42220 Fire Fighting		\$75,135.00	\$76,624.63	\$75,540.00	\$81,706.67	\$82,650.00	\$19,766.92	\$98,470.00
DEPART 42240 Fire Training								
331	Travel & Conference Expense	\$2,000.00	\$0.00	\$2,000.00	\$2,832.36	\$2,200.00	\$0.00	\$3,000.00
433	Dues & Memberships	\$1,700.00	\$1,173.00	\$1,700.00	\$534.00	\$1,650.00	\$1,350.00	\$1,765.00
443	Personnel Training	\$6,000.00	\$5,793.50	\$6,000.00	\$11,275.00	\$6,000.00	\$3,840.00	\$6,000.00
DEPART 42240 Fire Training		\$9,700.00	\$6,966.50	\$9,700.00	\$14,641.36	\$9,850.00	\$5,190.00	\$10,765.00
DEPART 42250 Fire Communications								
220	Repair and Maintenance	\$1,000.00	\$1,657.78	\$1,000.00	\$776.68	\$750.00	\$166.00	\$500.00
321	Telephone	\$5,085.00	\$5,224.29	\$5,340.00	\$5,239.20	\$5,930.00	\$3,361.47	\$5,375.00
DEPART 42250 Fire Communications		\$6,085.00	\$6,882.07	\$6,340.00	\$6,015.88	\$6,680.00	\$3,527.47	\$5,875.00
DEPART 42260 Fire Repair Service								
220	Repair and Maintenance	\$1,000.00	\$3,391.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



City of St. Joseph
2023 Fire Board Exp operations
 draft
 as of August 12, 2022

OBJ	OBJ Descr	2020 Budget	2020 Amt	2021 Budget	2021 Amt	2022 Budget	2022 YTD Amt	2023 Budget
230	Vehicle Repair & Maintenance	\$12,000.00	\$30,822.93	\$25,000.00	\$23,342.44	\$18,000.00	\$11,528.01	\$12,000.00
DEPART 42260	Fire Repair Service	\$13,000.00	\$34,214.47	\$25,000.00	\$23,342.44	\$18,000.00	\$11,528.01	\$12,000.00
DEPART 42270	Medical Services							
210	Operating Supplies	\$1,500.00	\$583.48	\$1,500.00	\$2,145.32	\$2,000.00	\$1,344.98	\$2,375.00
220	Repair and Maintenance	\$250.00	\$0.00	\$250.00	\$0.00	\$200.00	\$0.00	\$100.00
DEPART 42270	Medical Services	\$1,750.00	\$583.48	\$1,750.00	\$2,145.32	\$2,200.00	\$1,344.98	\$2,475.00
DEPART 42280	Fire Station and Building							
210	Operating Supplies	\$300.00	\$1,329.23	\$300.00	\$851.30	\$500.00	\$454.03	\$750.00
220	Repair and Maintenance	\$4,000.00	\$7,557.69	\$4,000.00	\$1,616.90	\$3,000.00	\$4,207.70	\$7,200.00
300	Professional Services	\$2,000.00	\$2,996.76	\$2,000.00	\$6,604.66	\$2,000.00	\$3,297.75	\$4,000.00
381	Electric Utilities	\$6,700.00	\$6,227.10	\$7,400.00	\$7,421.43	\$5,930.00	\$5,664.95	\$8,880.00
383	Gas Utilities	\$4,295.00	\$3,077.76	\$4,200.00	\$3,677.62	\$3,090.00	\$5,449.95	\$6,890.00
DEPART 42280	Fire Station and Building	\$17,295.00	\$21,188.54	\$17,900.00	\$20,171.91	\$14,520.00	\$19,074.38	\$27,720.00
DEPART 42281	Community Room							
210	Operating Supplies	\$400.00	\$0.00	\$400.00	\$323.78	\$200.00	\$324.82	\$400.00
220	Repair and Maintenance	\$2,000.00	\$606.43	\$2,000.00	\$0.00	\$1,000.00	\$0.00	\$300.00
300	Professional Services	\$500.00	\$624.26	\$150.00	\$5,356.13	\$1,275.00	\$3,162.75	\$4,000.00
DEPART 42281	Community Room	\$2,900.00	\$1,230.69	\$2,550.00	\$5,679.91	\$2,475.00	\$3,487.57	\$4,700.00
DEPART 49300	Other Financing Uses							
720	Transfers to Other Funds	\$0.00	\$46,477.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEPART 49300	Other Financing Uses	\$0.00	\$46,477.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
FUND 105 Fire Fund		\$145,585.00	\$220,056.58	\$160,535.00	\$177,528.47	\$158,190.00	\$71,926.54	\$189,345.00
		\$145,585.00	\$220,056.58	\$160,535.00	\$177,528.47	\$158,190.00	\$71,926.54	\$189,345.00

St. Joseph Community Fire Department

Summary of Fire Contributions

2023 Fire Board Budget Summary

Preliminary as of August 12, 2022

Adopted 2020	Percent Budget	Budget Contribution	Debt Contribution	Total Contribution		
City of St. Joseph	51.67%	145,646.51	21,694.67	167,341.18		
St. Joseph Township	26.74%	75,377.77	11,227.84	86,605.61		
St. Wendel Township	21.59%	60,840.72	9,062.49	69,903.21		
		281,865.00	41,985.00	323,850.00		
Adopted 2021	Percent Budget	Budget Contribution	Debt Contribution	Total Contribution	Dollar Change	Percent Change
City of St. Joseph	57.03%	164,535.43	-	164,535.43	(2,805.75)	-1.68%
St. Joseph Township	22.69%	65,476.07	-	65,476.07	(21,129.54)	-24.40%
St. Wendel Township	20.28%	58,528.50	-	58,528.50	(11,374.71)	-16.27%
		288,540.00	-	288,540.00	(35,310.00)	-10.90%
Adopted 2022	Percent Budget	Budget Contribution	Debt Contribution	Total Contribution	Dollar Change	Percent Change
City of St. Joseph	58.97%	182,306.92	-	182,306.92	17,771.49	10.80%
St. Joseph Township	20.29%	62,723.83	-	62,723.83	(2,752.24)	-4.20%
St. Wendel Township	20.75%	64,144.25	-	64,144.25	5,615.75	9.59%
		309,175.00	-	309,175.00	20,635.00	7.15%
Fire Board Draft 2023	Percent Budget	Budget Contribution	Debt Contribution	Total Contribution	Dollar Change	Percent Change
City of St. Joseph	60.20%	236,049.29	53,773.17	301,022.46	118,715.54	65.12%
<i>plus Community Room -CSJ</i>		11,200.00				
St. Joseph Township	19.05%	74,694.17	17,015.69	91,709.86	28,986.03	46.21%
St. Wendel Township	20.75%	81,346.55	18,531.14	99,877.68	35,733.43	55.71%
	100.00%	392,090.00	89,320.00	492,610.00	183,435.00	59.33%

82,915 ↑ 89,320 ↑

St. Joseph Community Fire Department
Fire Board Budget Allocation Based on Expenditure Budget
Fire Department Operations (Fund 105)
Old Debt Service Contributions (Fund 331, 346), New Debt Service Contributions (Fund 316)
2023 Proposed Budget, August 2022

	<i>Draft</i>									
	2023	2022	2021	2020	2019	2018	2017	2016	2015	
Operating Budget	491,040	380,675	357,080	349,065	332,180	346,465	372,590	312,525	300,805	
Revenue Credit	(87,750)	(71,500)	(68,540)	(67,200)	(63,550)	(62,050)	(60,270)	(67,920)	(69,450)	
Reserve Buy Down	-	-	-	-	-	-	(44,000)	(28,500)	(10,000)	
Community Room Budget	(11,200)	-	-	-	-	(3,470)	(5,570)	-	(3,500)	
Budget to be funded	392,090	309,175	288,540	281,865	268,630	280,945	262,750	216,105	217,855	
<i>average change</i>	6.2%	29.0%	6.6%	2.3%	5.1%	-4.1%	-7.0%	19.2%	3.9%	
Debt Service Costs	<i>P & I only, no 5%</i>	89,350	-	-	42,085	42,870	43,660	121,060	120,110	121,060
Reserve Buy Down		-	-	-	-	-	(59,000)	(25,000)	(25,500)	
Revenue Credit		(30)	-	-	(100)	(100)	(100)	(350)	(750)	(600)
Budget to be funded		89,320	-	-	41,985	42,770	43,560	61,710	94,360	94,960
City of St. Joseph	<i>Cost Apportionment</i>	60.20%	58.97%	57.02%	51.67%	49.13%	47.33%	47.14%	47.44%	58.97%
	Operating Costs	295,620	224,484	203,607	180,362	163,200	163,982	175,639	148,262	177,372
	Debt Costs	53,791	-	-	21,745	21,062	20,664	57,068	56,980	71,384
	Revenue Credits	(59,589)	(42,164)	(39,082)	(34,774)	(31,271)	(31,058)	(79,756)	(57,957)	(64,302)
		289,822	182,320	164,526	167,333	152,991	153,588	152,950	147,285	184,453
St. Joseph Township	<i>Cost Apportionment</i>	19.05%	22.69%	22.69%	26.74%	29.62%	31.05%	31.09%	31.37%	20.29%
	Operating Costs	93,544	86,375	81,021	93,340	98,392	107,577	115,838	98,039	61,026
	Debt Costs	17,021	-	-	11,254	12,698	13,556	37,638	37,679	24,560
	Revenue Credits	(18,856)	(16,223)	(15,552)	(17,996)	(18,853)	(20,375)	(52,601)	(38,325)	(22,124)
		91,710	70,152	65,470	86,597	92,237	100,759	100,875	97,393	63,462
St. Wendel Township	<i>Cost Apportionment</i>	20.75%	20.28%	20.28%	21.59%	21.25%	21.63%	21.77%	21.19%	20.75%
	Operating Costs	101,876	77,201	72,416	75,363	70,588	74,940	81,113	66,224	62,408
	Debt Costs	18,537	-	-	9,086	9,110	9,444	26,355	25,451	25,116
	Revenue Credits	(20,535)	(14,500)	(13,900)	(14,530)	(13,526)	(14,194)	(36,833)	(25,888)	(22,625)
		99,878	62,701	58,516	69,919	66,173	70,190	70,635	65,788	64,899

St. Joseph Community Fire Department

History of Fire Calls

As of June 30, 2022

Cost for Calls:	Budget (6 months)		2021	2020	2019	2018	2017	2016	2015
	2023	2022							
Emergency Calls	\$ 76,500	\$ 44,752	\$ 60,205	\$ 61,032	\$ 56,958	\$ 58,236	\$ 57,096	\$ 46,442	\$ 40,680
Drill Hours/Mtgs	28,172	14,186	25,824	14,767	20,324	20,452	27,826	16,649	22,433
Chief's Salary	8,000	3,000	6,000	6,000	3,500	3,500	3,500	3,500	3,500
Asst Chief's Salary	5,000	1,750	3,500	3,500	2,500	2,500	2,083	2,500	2,500
Captains' Salary	5,000	2,500	3,500	5,000	5,000	5,000	5,000	5,000	5,000
Secretary's Salary	500	150	300	750	525	300	300	300	300
Total Cost	\$ 123,172	\$ 66,338	\$ 99,329	\$ 91,049	\$ 88,807	\$ 89,988	\$ 95,805	\$ 74,391	\$ 74,413

Calls by Area:

City of St. Joseph	224	400	405	366	358	289	248	232
St. Joseph Twp	52	82	59	71	79	84	77	63
St. Wendel Twp	21	63	38	25	37	35	20	42
Mutual Aid	6	8	6	7	1	6	6	6
Total Calls	303	553	508	469	475	414	351	343

Types of Calls:

Medical Calls	255	471	438	399	393	342	280	273
Fire Calls	48	82	70	70	82	72	71	70
Total Calls	303	553	508	469	475	414	351	343

St. Joseph Fire Department
Capital Equipment Plan - for Payable 2023
Fire Board Recommended August 16, 2022
Draft as of August 12, 2022

CIP #	Account Code	Department	Object	Purchased Year	Replace Year	Description	12/31/2021		6/30		Available Reserve Funds	Budget 2023	2023 Balance	Budget 2024	Budget 2025	Budget 2026	Budget 2027
							Reserve Funds	Budget 2022	Grants/ Adjustments 2022	6/30 Spent 2022							
FD-1401	105-42210-581/582	Fire Administration	Computer Hardware/Software	2010,2018	2023	3 Computers/iPads	5,330.27	500.00			5,830.27	500.00	6,330.27	1,000.00	1,000.00	1,000.00	1,000.00
		Total Fire Administration Computer Hardware/Software					5,330.27	500.00	-	-	5,830.27	500.00	6,330.27	1,000.00	1,000.00	1,000.00	1,000.00
FD-1402	105-42220-580	Fire Fighting	Other Equipment	annual	annual	Turnout Gear	44,206.73	4,000.00			48,206.73	8,000.00	56,206.73	8,000.00	8,000.00	8,000.00	8,000.00
		Total Fire Fighting Other Equipment					44,206.73	4,000.00	-	-	48,206.73	8,000.00	56,206.73	8,000.00	8,000.00	8,000.00	8,000.00
FD-1404	105-42220-584	Fire Fighting	Equipment Reserve	1996-2005	2019-2026	Extrication Equip	36,562.40	2,300.00			38,862.40	2,700.00	41,562.40	2,700.00	2,700.00	2,700.00	2,700.00
		Total Fire Fighting Equipment Reserve					36,562.40	2,300.00	-	-	38,862.40	2,700.00	41,562.40	2,700.00	2,700.00	2,700.00	2,700.00
FD-1403	105-42220-585	Fire Fighting	Firefighter Equipment	2012	2024	6 Wheeler	5,903.95	1,350.00			7,253.95	1,400.00	8,653.95	1,400.00	1,400.00	1,400.00	1,400.00
FD-1405	105-42220-585	Fire Fighting	Firefighter Equipment	2012	2022	Rescue Van	259.58	-			259.58	-	259.58	-	-	-	-
FD-1406	105-42220-585	Fire Fighting	Firefighter Equipment	2012	2032	Pumper Truck	134,323.77	5,000.00			139,323.77	5,000.00	144,323.77	5,000.00	5,000.00	5,000.00	5,000.00
FD-2202	105-42220-585	Fire Fighting	Firefighter Equipment	2023	2043	Pumper/Tanker	20,000.00	15,000.00			35,000.00	15,000.00	50,000.00	10,000.00	10,000.00	10,000.00	10,000.00
FD-1407	105-42220-585	Fire Fighting	Firefighter Equipment	2001	2026	Ladder Truck #2	226,750.00	-			226,750.00	10,000.00	236,750.00	10,000.00	10,000.00	10,000.00	10,000.00
FD-1408	105-42220-585	Fire Fighting	Firefighter Equipment	1997	2022	Grass Rig #3	80,000.00	1,500.00			81,500.00	1,500.00	83,000.00	2,500.00	2,500.00	2,500.00	2,500.00
FD-2201	105-42220-585	Fire Fighting	Firefighter Equipment	2005	2025	Crew Cab #6	-	-			-	11,250.00	11,250.00	11,250.00	11,250.00	11,250.00	7,500.00
FD-1409	105-42220-585	Fire Fighting	Firefighter Equipment	1999	2028	Tanker #4	31,501.00	2,500.00			34,001.00	2,500.00	36,501.00	2,500.00	2,500.00	5,000.00	5,000.00
FD-1417	105-42220-585	Fire Fighting	Firefighter Equipment	2013	2019	Air Packs	6,800.00	1,500.00			8,300.00	3,500.00	11,800.00	3,000.00	2,500.00	2,250.00	2,250.00
FD-1410	105-42220-585	Fire Fighting	Firefighter Equipment	on going	on going	Replacement	16,958.08	2,500.00	2,447.00	5,997.23	15,907.85	2,500.00	18,407.85	2,500.00	2,500.00	2,500.00	2,500.00
		Total Fire Fighting Equipment					522,496.38	29,350.00	2,447.00	5,997.23	548,296.15	52,650.00	600,946.15	48,150.00	47,650.00	49,900.00	46,150.00
FD-1411	105-42250-580	Fire Communication	Other Equipment	2007	on going	800 MHz Radios	48,356.75	250.00			48,606.75	3,500.00	52,106.75	3,500.00	3,500.00	3,500.00	3,500.00
FD-1412	105-42250-580	Fire Communication	Other Equipment	on going	on going	Replacement	4,352.22	3,000.00			7,352.22	3,000.00	10,352.22	3,000.00	3,000.00	3,000.00	3,000.00
		Total Fire Communications Equipment					52,708.97	3,250.00	-	-	55,958.97	6,500.00	62,458.97	6,500.00	6,500.00	6,500.00	6,500.00
FD-1413	105-42270-580	Medical Services	Other Equipment	on going	on going	Replacement	3,153.33	200.00			3,353.33	200.00	3,553.33	200.00	200.00	200.00	200.00
		Total Medical Services Equipment					3,153.33	200.00	-	-	3,353.33	200.00	3,553.33	200.00	200.00	200.00	200.00
FD-1414	105-42280-530	Fire Station & Building	Equipment Reserve	on going	on going	Building Repairs	4,500.00	37,500.00			42,000.00	37,500.00	79,500.00	37,500.00	37,500.00	25,000.00	25,000.00
FD-1415	105-42280-530	Fire Station & Building	Equipment Reserve	2018	2023	Parking Lot	3,000.00	1,000.00			4,000.00	1,000.00	5,000.00	1,000.00	1,000.00	1,000.00	1,000.00
FD-1416	105-42280-530	Fire Station & Building	Improvements other than Building	2018	2024	Painting	3,500.00	1,500.00			5,000.00	1,500.00	6,500.00	1,500.00	1,500.00	1,500.00	1,500.00
		Total Fire Station & Building Improvements other than Building					11,000.00	40,000.00	-	-	51,000.00	40,000.00	91,000.00	40,000.00	40,000.00	27,500.00	27,500.00
		Total Capital Equipment - Fire Fund					675,458.08	79,600.00	2,447.00	5,997.23	751,507.85	110,550.00	862,057.85	106,550.00	106,050.00	95,800.00	92,050.00

Note: The fire department is funded by the City of St. Joseph, St. Joseph Township and St. Wendel Township.

trade-in value, rescue van

Proposed Debts																	
FD-1407	105-42220-585	Fire Fighting	Firefighter Equipment	2001	2026	Ladder Truck #2-2026 - after down payment + trade in value											583,250.00
FD-1406	105-42220-585	Fire Fighting	Firefighter Equipment	2023	2043	Pumper/Tanker Truck-2022. Fire Relief to assist with equipping truck				715,000.00							
FD-1409	105-42220-585	Fire Fighting	Firefighter Equipment	1999	2028	Tanker #4-2028 - may last longer with new tank											
FD-1406	105-42220-585	Fire Fighting	Firefighter Equipment	2012	2032	Pumper Truck #1-2032											
Debt Service Relief Fund/ARPA/FEMA Grant - 100% City Financing																	
390-42210-300	Fire Administration	Professional Services	Fire Study	2021	2022		15,000.00				15,000.00						
ARPA City Only	Fire Fighting	Firefighter Equipment	Rescue Van	2012	2022		160,000.00				160,000.00						
105-42281-585	Fire Fighting	Firefighter Equipment	Rescue Van	2022	2042		-				-	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Computer Hardware/Software **TOTAL COST:** \$1,500/system

2023 BUDGET: \$500.00 **PROJECT CATEGORY:** Computer Equipment

DESCRIPTION: Computer Hardware/Software

JUSTIFICATION: **Account Code:** E105-42210-581/582

To keep up with computer hardware/software needs, putting funds aside each year. Computers are used for fire training lessons, weather reports, grant administration, reporting and various administrative tasks. A new desktop computer was purchased in 2010 with connections to the City's server and electronic database. The fire dept purchased 2 desktops in 2018, one in dispatch and one in the fire chief's office. The desktops are connected to the City's server along with a scanner and new copier/printer. Funding to continue for future replacements typically in 3-5 years for computer equipment. In 2014, the fire dept switched fire reporting software from FireHouse to Image Trend to save \$750 per year in support costs. With the change of the Remote Desktop security, the Fire Chief added a Laptop in order to access the server from outside locations. In 2019, 2 mobile iPads were added to fire vehicles that respond to most calls. The iPads provide real-time reporting as responding to calls saving data entry time after the fact. The Fire Chief recommends adding 4 more iPads to the other vehicles as budget is available (\$675/iPad).

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Administration:</u>							
Computer Hardware	5,530.27	450.00	950.00	950.00	950.00	950.00	9,780.27
Computer Software	300.00	50.00	50.00	50.00	50.00	50.00	550.00

PROJECT STARTING DATE: 2007	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	10,330.27
PROJECT COMPLETION DATE: 2023,ongoing	Total	\$10,330.27
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Turnout Gear Replacement **TOTAL COST:** \$2,000/set

2023 BUDGET: \$8,000.00 **PROJECT CATEGORY:** Other Equipment

DESCRIPTION: Fire Fighting Other Equipment

JUSTIFICATION: **Account Code:** E105-42220-580

As the fire fighting equipment ages, replacements will be required. This replacement fund is for items not used directly for fire fighting, but rather supports the fire fighting efforts. This fund is to keep money in the budget to help fund equipment replacements in the future without large spikes for the purchases. Unused funds goes back into the equipment reserve fund. The Fire Board approved tiering turn out gear replacement using this reserve fund. NFPA standards state that fire fighters turn-out gear is only good for 10 years. The Fire Chief has set up a timeline showing when the gear needs to be replaced. Each year, there may be as few as 1 or 2 that will need to be purchased. Along with that, when a new fire fighter joins the department and meets the minimum requirements, they are then fitted for their new gear. Each set, which includes a pant and coat, costs about \$2,000 each. The next scheduled big replacement is 2022 with up to 7 sets/year. Boots and helmets are not included in this price as they will be reused when possible. Boots and helmets were updated in 2015. Old turnout gear are kept as reserves or sold on auction.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Fighting:</u>							
Turnout Gear Fund	48,206.73	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	88,206.73

PROJECT STARTING DATE: 2007	PROJECT COSTS		
	Preliminaries		
	Land Acquisition		
	PROJECT COMPLETION DATE: ongoing	Construction	
	Equipment and Other	88,206.73	
NEIGHBORHOOD:	Total	\$88,206.73	

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Extrication Equipment **TOTAL COST:** \$25,000.00

2023 BUDGET: \$2,700.00 **PROJECT CATEGORY:** Equipment

DESCRIPTION: Extrication Equipment

JUSTIFICATION: **Account Code:** E105-42220-584

As the St. Joseph area grows additional fire and rescue equipment is needed to service the area. Accidents are on the rise in the area. Good extrication equipment is needed to possibly save lives of those injured. The department currently has 2 sets of extrication equipment. One set is approximately 20 years old, the other set is about 12 years old. The equipment life will vary depending on usage. This budget is to set money aside to the reserve account to replace the sets in the future as needed. The Fire Chief estimates replacement of a unit in 2019. The equipment cost may go down due to the pump for the extrication equipment being added to the 2012 pumper truck. It may be possible to only pay for the tooling part of the extrication equipment in 2019.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Fighting:</u>							
Equipment Reserve	38,862.40	2,700.00	2,700.00	2,700.00	2,700.00	2,700.00	52,362.40
Trade In Value					550.00		550.00

PROJECT STARTING DATE: 2009	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	52,912.40
PROJECT COMPLETION DATE: 2026 ongoing	Total	\$52,912.40
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved _____ Denied _____ Tabled _____
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Mule ATV/Pump/Tank **TOTAL COST:** \$15,000.00

2023 BUDGET: \$1,400.00 **PROJECT CATEGORY:** Equipment Reserve

DESCRIPTION: Replace Off Road Grass Rig

JUSTIFICATION: **Account Code:** E105-42220-585

The grass ATV rig was replaced in 2012, including a new pumper, trailer and equipment. The rig was funded with a DNR grant, trade in of old rig and reserved funds. The 2012 unit should last 10-12 years with an expected replacement cost of \$15,000. The 2012 ATV will also have residual value of approximately \$5,000 in a trade-in or sell.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Fighting:</u> Fire Fighting Equip	7,253.95	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	14,253.95
Trade In			5,000.00				5,000.00

PROJECT STARTING DATE: 2012	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	14,253.95
PROJECT COMPLETION DATE: 2024, ongoing	Total	\$14,253.95
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Crew Cab #6 **TOTAL COST:** \$50,000.00

2023 BUDGET: \$11,250.00 **PROJECT CATEGORY:** Equipment Reserve

DESCRIPTION: Replace Crew Cab Pickup

JUSTIFICATION: **Account Code:** E105-42220-585

The current pickup was purchased in 2006 and used to haul personnel to medical and fire calls, meetings and trainings. The cab provides seating where the fire trucks/grass rig may not fit the personnel in the rigs to respond to calls. The crew cab is used for most calls. The expected useful life is 20 years.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Fighting:</u>							
Fire Fighting Equip	0.00	11,250.00	11,250.00	11,250.00	11,250.00	7,500.00	52,500.00
Trade In					5,000.00		5,000.00

PROJECT STARTING DATE: 2022 PROJECT COMPLETION DATE: 2026, ongoing NEIGHBORHOOD:	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	52,500.00
	Total	\$52,500.00

Presented to the Fire Board on _____ Approved _____ Denied _____ Tabled _____
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Rescue Van **TOTAL COST:** \$160,000.00

2023 BUDGET: \$6,500.00 **PROJECT CATEGORY:** Equipment Reserve

DESCRIPTION: Comparable unit to our Ford 350 (Diesel)

JUSTIFICATION: **Account Code:** E105-42220-585

The call volume has been on the rise over the past 5 years. We are responding to 425+ calls per year. The rescue van responds to 99% of the calls. The Fire Board approved to purchase a new 2012 Ford Chassis with a gas engine and a reconditioned box. The 2012 rescue van was purchased from Arrow Manufacturing, Inc. for \$99,360 . Because of the usage of this truck, the 2012 Rescue Van has a useful life of about 10 years and was replaced in 2022 with a new rig. The sale price of \$70,000 was transferred to the 2023 gross rig replacement. The 2022 rescue van was purchased 100% by the City of St. Joseph using ARPA grant dollars. The City will remain sole owner of the rescue van with replacement in 15-20 years.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
Fire Fighting:							
Fire Fighting Equip	259.58	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00	32,759.58
ARPA	0.00						0.00
Trade in Value							0.00
							0.00

PROJECT STARTING DATE: 2012	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	PROJECT COMPLETION DATE: 2042, ongoing	Construction
	Equipment and Other	160,000.00
NEIGHBORHOOD:	Total	\$160,000.00

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Pumper Truck **TOTAL COST:** \$800,000.00

2023 BUDGET: \$5,000.00 **PROJECT CATEGORY:** Equipment Reserve

DESCRIPTION: Replace Engine #1

JUSTIFICATION: **Account Code:** E105-42220-585

Mainline pumper - current pumper 2012 freightliner. The pumper truck was purchased from Rosenbauer Minnesota, LLC. in the amount of \$483,011. The 2012 truck was funded by the sale of the 1997 freightliner to the City of Elrosa for \$60,000, reserved funds and equipment certificates. The 2012 pumper will require replacement by 2032 (20 years maximum). Anticipate a portion of the cost to be covered by an equipment bond since the cost is prohibited from funding each year through reserves. Reserves will be set aside to minimize the bond costs. The preliminary costs to plan the specifications, bidding and manufacturing the pumper truck will take approximately 2 years. The estimated cost of a new pumper truck in 2032 is approximately \$750,000. Some expenditures will be incurred in 2030 and 2031. The total cost does not reflect a trade-in value for the 2012 model.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Fighting:</u>							
Fire Fighting Equip	139,323.77	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	164,323.77
Trade In Value							0.00
Equipment Bonds							0.00

PROJECT STARTING DATE: 2012 PROJECT COMPLETION DATE: 2032, ongoing NEIGHBORHOOD:	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	164,323.77
	Total	\$164,323.77

Presented to the Fire Board on _____ Approved _____ Denied _____ Tabled _____
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Pumper/Tanker Truck	TOTAL COST: \$830,000.00
2023 BUDGET: \$15,000.00	PROJECT CATEGORY: Equipment Reserve
DESCRIPTION: Pumper/Tanker Truck	

JUSTIFICATION:	Account Code: E105-42220-585
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This truck will add to the fire dept fleet and add capacity to fire response where no hydrant is available. In addition, it provides a backup in cases of line freezes. Mutual aid is available within 30 minutes. The additional capacity provided by the pumper/tanker will provide better response while mutual aid is in transit. The new truck will arrive in late 2022/early 2023. The truck and chassis bid came to \$750,000. The Fire Board agreed to pay \$50,000 towards equipping the truck. The St. Joseph Fire Relief agreed to pay for additional equipment needs above this amount out of their fundraising money.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Fighting:</u>							
Fire Fighting Equip	35,000.00	15,000.00	10,000.00	10,000.00	10,000.00	10,000.00	90,000.00
Fire Relief		65,000.00					65,000.00
Trade In Value							0.00
Equipment Bonds		715,000.00					715,000.00

PROJECT STARTING DATE: 2012	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	870,000.00
PROJECT COMPLETION DATE: 2032, 2041, ongoing	Total	\$870,000.00
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved _____ Denied _____ Tabled _____
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Ladder Truck **TOTAL COST:** \$1,000,000.00

2023 BUDGET: \$10,000.00 **PROJECT CATEGORY:** Equipment Reserve

DESCRIPTION: Replace Ladder Truck #2

JUSTIFICATION: **Account Code:** E105-42220-585

The ladder truck was purchased by the fire service communities in 2001 with equipment certificates. The certificates were paid off by 2006. The cost of fire fighting equipment continues to escalate by more than the consumer price index. The ladder truck is expected to be functional for approximately 20 years; therefore, the replacement is scheduled for 2021. In 2018, the Fire Board approved the dept to begin researching the specifications needed for the ladder truck replacement. The current ladder truck cost \$365,000. By 2021 a new ladder truck is estimated to cost over \$1,000,000. This will also depend on the height of the buildings in the area and the height of the ladder the fire department may need. Anticipate issuing equipment bonds to cover a portion of the cost of the new ladder truck. The 2001 ladder truck may be traded in or sold to help offset the cost of a new truck.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Fighting:</u>							
Debt					583,250.00		583,250.00
Fire Fighting Equip	226,750.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	276,750.00
Trade in Value					150,000.00		150,000.00

PROJECT STARTING DATE: 2009	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	1,010,000.00
PROJECT COMPLETION DATE: 2026, ongoing	Total	\$1,010,000.00
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved _____ Denied _____ Tabled _____
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Grass Rig #3 **TOTAL COST:** \$150,000.00

2023 BUDGET: \$1,500.00 **PROJECT CATEGORY:** Equipment Reserve

DESCRIPTION: Replace Grass Rig #3

JUSTIFICATION: **Account Code:** E105-42220-585

Grass Rig #3 was purchased by the fire service communities in 1997 for \$55,000. The rear end went out of the rig in 2014 and a used rear-end was installed. The cost of fire fighting equipment continues to escalate by more than the consumer price index. The Grass Rig is expected to be functional for approximately 20 years; therefore, the replacement is scheduled for 2017, but believe the rig will last an additional 5-10 years. The Fire Chief believes the grass rig may last longer than 20 years - based on the number of calls over time and the repairs made. By 2017 a new rig is estimated to cost over \$80,000. In 2019-2021 the Fire Board hired a grant writer to write a AFG grant to replace the grass rig and expand the cab seating. The Firefighters feel going to a CREWCAB truck will allow the dept to transport more personnel to the scene. The current grass rig allows 2 firefighters to be transported; the extended cab will allow up to 9. We did not receive the grant in 2019 or 2020, so we wrote another one in 2021. The grant response will not be until fall 2021. If a grant is awarded, the prior year funding couple be reallocated to another needed piece of equipment like a second pumper truck. Some of the equipment from the 1997 grass rig may be reused for the new rig.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Fighting:</u>							
Fire Fighting Equip	81,500.00	1,500.00	2,500.00	2,500.00	2,500.00	2,500.00	93,000.00
Trade In Value	70,000.00	9,000.00					79,000.00

PROJECT STARTING DATE: 2009	PROJECT COSTS	
	Preliminaries	
PROJECT COMPLETION DATE: 2023, ongoing	Land Acquisition	
	Construction	
	Equipment and Other	172,000.00
NEIGHBORHOOD:	Total	\$172,000.00

Presented to the Fire Board on _____ Approved _____ Denied _____ Tabled _____
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Tanker Truck #4 **TOTAL COST:** \$300,000.00

2023 BUDGET: \$2,500.00 **PROJECT CATEGORY:** Equipment Reserve

DESCRIPTION: Replace Tanker Truck #4

JUSTIFICATION: **Account Code:** E105-42220-585

Tanker truck #4 was purchased by the fire service communities in 1999 for \$107,594. The cost of fire fighting equipment continues to escalate by more than the consumer price index. Tanker #4 is expected to be functional for approximately 20 years; therefore, the replacement is scheduled for 2019. By 2019 a new truck is estimated to cost over \$300,000. Tanker #4 was purchased with a steel tank that began leaking shortly after the purchase. The city's staff have made repairs to keep the truck functional. In 2012, the tanker was taken down to Rosenbauer in South Dakota to fix a leak on the tank, and the top covers were redone due to water hammering damage. The repairs were covered by the tank warranty. The repairs did not help. The tank was replaced with a poly tank in 2014 for \$31,749 by Rosenbauer. The leaking stopped and firefighters believe the truck could outlast its useful life now. With the tank replacement, the useful life has been extended 10-20 years. The annual reserve budget has been reduced to offset budget needs for equipment nearing their useful lives.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
Trade In Value							0.00
<u>Fire Fighting:</u> Fire Fighting Equip	34,001.00	2,500.00	2,500.00	2,500.00	5,000.00	5,000.00	51,501.00
Equip Bond							

PROJECT STARTING DATE: 2009 PROJECT COMPLETION DATE: 2028, ongoing NEIGHBORHOOD:	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	51,501.00
	Total	\$51,501.00

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Air Packs/Air Tanks **TOTAL COST:** \$1,000/tank

2023 BUDGET: \$3,500.00 **PROJECT CATEGORY:** Other Equipment

DESCRIPTION: Fire Fighting Equipment

JUSTIFICATION: **Account Code:** E105-42220-585

The Fire Department received an AFG grant in 2013 to purchase 16 new air packs, 32 air tanks, and 30 fire fighter masks. The air tanks have a useful life of 15 years. To avoid a spike in replacing all 32 tanks in 2028, the Fire Chief recommends replacing eight (8) tanks every three years starting in 2016, 2019, 2022, 2025, 2028. This would always leave the Department with roughly 40 tanks after the first 15 years. Each tank will cost about \$900 - \$1,000. The Department sold the old tanks on the online auction GovDeals.com. Proceeds were added back to this reserved account. Per the Fire Board, no tanks were purchased in 2016. In 2020, CARES federal funding was used to purchase air packs and tanks to reduce chance of contracting COVID-19. The purchase put the department back on track for air tank replacement schedule.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
Fire Fighting:							
FF Equipment	8,300.00	3,500.00	3,000.00	2,500.00	2,250.00	2,250.00	21,800.00
Trade In Value							0.00

PROJECT STARTING DATE: 2014 PROJECT COMPLETION DATE: 2024,2025,2026,ongoing NEIGHBORHOOD:	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	
	Total	\$0.00

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Equipment Replacement **TOTAL COST:** Varies

2023 BUDGET: \$2,500.00 **PROJECT CATEGORY:** Other Equipment

DESCRIPTION: Fire Fighting Equipment

JUSTIFICATION: **Account Code:** E105-42220-585

As the fire fighting equipment ages, replacements will be required. This replacement fund is for items directly used for fire fighting. This fund is to keep money in the budget to help fund equipment replacements in the future without large spikes for the purchases. Unused funds goes back into the equipment reserve fund. In 2015, two saws were replaced. The St. Joseph Jaycees donated one saw, the other purchased under this reserve account. Firefighter boots and helmets were also replaced in 2015. smaller items like dress uniforms and jackets also purchased out of this account.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Fighting:</u>							
FF Equipment	15,907.85	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	28,407.85
							0.00
							0.00
							0.00

PROJECT STARTING DATE: 2007	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	28,407.85
PROJECT COMPLETION DATE: ongoing	Total	\$28,407.85
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: 800 Mhz Radios **TOTAL COST:** \$3,500/radio

2023 BUDGET: \$3,500.00 **PROJECT CATEGORY:** Other Equipment

DESCRIPTION: Motorola XLT 2500 Portable Radios

JUSTIFICATION: **Account Code:** E105-42250-580

The City switched over to 800 Mhz radios in 2007 and 2008. The fire department received 25 radios with a grant in 2007. The radios have a life of 8-10 years. The next replacement was scheduled for 2017. The radios were determined to be in good condition and widely used in Stearns County. The replacements were pushed back until needed on a per radio basis (depending upon changes in public safety laws and practices). The cost per radio is currently about \$3,500 per radio with the programming. A couple radios have been replaced the past couple years due to damage and malfunction. Radios were added in 2020 using CARES federal funding. PD updated radios and transferred older radios to FD to ensure all firefighters can have their own radio versus sharing contaminated radios.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Communications:</u>							
Radio Reserve	48,606.75	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	66,106.75

PROJECT STARTING DATE: 2007	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	66,106.75
PROJECT COMPLETION DATE: 2029,ongoing	Total	\$66,106.75
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Equipment Replacement **TOTAL COST:** \$3,000/year

2023 BUDGET: \$3,000.00 **PROJECT CATEGORY:** Other Equipment

DESCRIPTION: Communications Equipment

JUSTIFICATION: **Account Code:** E105-42250-580

As the fire fighting communications equipment ages, replacements will be required. This fund is to keep money in the budget to help fund equipment replacements in the future without large spikes for the purchases. Unused funds goes back into the equipment reserve fund. The fire department's pagers go through a lot of wear and tear and need to be replaced periodically. The department currently replaces around 5 pagers per year (totals approximately \$3,000) under this capital item. All pagers must be at least a Minitor V in order to work with the EMS system. The department currently has 31 pagers.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Communications:</u>							
							0.00
Radio Reserve	7,352.22	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	22,352.22
							0.00

PROJECT STARTING DATE: 2007	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	22,352.22
PROJECT COMPLETION DATE: ongoing	Total	\$22,352.22
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Equipment Replacement **TOTAL COST:** Varies

2023 BUDGET: \$200.00 **PROJECT CATEGORY:** Other Equipment

DESCRIPTION: Medical Equipment

JUSTIFICATION: **Account Code:** E105-42270-580

As the medical services equipment ages, replacements will be required. The replacement for medical services equipment can vary depending on medical calls received each year. This fund is to keep money in the budget to help fund equipment replacements in the future without large spikes for the purchases. Unused funds go back into the equipment reserve fund. In 2013, one defibulator was purchased through the police department equipment certificate at a cost of \$1,710. In 2018, Kwik Trip donated \$1,000 to equip another truck (#6) with a Medical Bag due to the amount of double upped calls we have been receiving.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
Medical Services:							0.00
Other Equip	3,353.33	200.00	200.00	200.00	200.00	200.00	4,353.33
							0.00

PROJECT STARTING DATE: 2007	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	4,353.33
PROJECT COMPLETION DATE: ongoing	Total	\$4,353.33
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Building Repairs/Updates **TOTAL COST:** Varies

2023 BUDGET: \$37,500.00 **PROJECT CATEGORY:** Improvement other than building

DESCRIPTION: Unexpected Building Repairs/Replacements

JUSTIFICATION: **Account Code:** E105-42280-530

The Community Fire Hall was constructed in 1997. As the building ages, replacements will be needed to maintain a safe and proper function of the building. The roof has had over 3 leaks since the warranty period expired on the building. It is likely the roof will need to be changed within the next 10 years. In addition, the floor in the apparatus bay may need some repair or replaced in the next 10 years. The floor is showing a lot of wear. This capital item allows for setting money aside in the building reserve fund until a major repair is required. By setting money aside each year, the Fire Board will not feel large spikes in the annual budget. McDowell Company inspected the fire hall roof in June 2021 indicating the roof will need to be replaced in the next few years at an estimated cost of \$150,000. Preventative maintenance and repairs have been ongoing to extend the life of the roof. Increasing the budget to offset the new roof in 2025.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Station & Building:</u>							
Bldg Fund Reserve	42,000.00	37,500.00	37,500.00	37,500.00	25,000.00	25,000.00	204,500.00

PROJECT STARTING DATE:	2006	PROJECT COSTS	
		Preliminaries	
PROJECT COMPLETION DATE:	ongoing	Land Acquisition	
		Construction	204,500.00
		Equipment and Other	
NEIGHBORHOOD:		Total	\$204,500.00

Presented to the Fire Board on _____ Approved _____ Denied _____ Tabled _____
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Sealcoat Driveway **TOTAL COST:** \$5,000/Application

2023 BUDGET: \$1,000.00 **PROJECT CATEGORY:** Improvement other than building

DESCRIPTION: Seal/Stripe Parking Lot

JUSTIFICATION: **Account Code:** E105-42280-530

Routine maintenance recommended every 5 years. The cost per coat is approximately \$5,000, including striping. Future sealcoats/crack fill repairs may be able to be combined with the City's street maintenance for a cost savings. The parking lot was replaced in 2017 by C & L Excavating. The parking lot should be good for 10 - 15 years with routine maintenance.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Station & Building:</u>							
Improvements other than Building	4,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	9,000.00

PROJECT STARTING DATE: 2012	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	9,000.00
PROJECT COMPLETION DATE: 2023 ongoing	Total	\$9,000.00
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____

**CITY OF ST. JOSEPH
CAPITAL IMPROVEMENT PLAN
2023 - 2027**

PROJECT TITLE: Paint Fire Hall **TOTAL COST:** \$8,000.00

2023 BUDGET: \$1,500.00 **PROJECT CATEGORY:** Improvements other than Building

DESCRIPTION: Paint All Red Exterior Trim/Doors

JUSTIFICATION: **Account Code:** E105-42280-530

Many areas south and west side badly fade. The building was repainted in 2018. The painting will need to be updated in approximately 8 years. The estimated cost is \$8,000 per application.

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

Project Funding Source	Prior Years	2023	2024	2025	2026	2027	Total
<u>Fire Station & Building:</u>							
Improvements other than Building	5,000.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	12,500.00
							0.00
							0.00

PROJECT STARTING DATE: 2007	PROJECT COSTS	
	Preliminaries	
	Land Acquisition	
	Construction	
	Equipment and Other	12,500.00
PROJECT COMPLETION DATE: 2024 ongoing	Total	\$12,500.00
NEIGHBORHOOD:		

Presented to the Fire Board on _____ Approved Denied Tabled
Comments _____

Approval to Purchase Date _____ Authorizing Initials _____ Date _____



Fire Board Agenda Item 6 - A

MEETING DATE: August 16th, 2022

AGENDA ITEM: Compeer Financial Grant Opportunity

BACKGROUND INFORMATION: Notified through the city, there is a grant through Compeer financial for equipment up to \$4000.00.

We would like to write the grant for more fire hose that would be used on our new pumper/tanker. Sizes from 1 3/4", 2 1/2", and 5"LDH.

BUDGET/FISCAL IMPACT: \$0 if we are awarded

ATTACHMENTS: No

REQUESTED ACTION: Have Fire Board approve the writing of the Grant.

Fire Chief

From: Lori Bartlett
Sent: Wednesday, August 3, 2022 10:41 AM
To: Therese Haffner; Fire Chief
Subject: FW: Compeer Financial Now Accepting Applications for Emergency Response Equipment Grant Program

This is one of three emails from Compeer for their grant period. Not sure if you have items to request that should be discussed by the Fire Board on 8/16.

Respectfully,

Lori Bartlett

Finance Director



75 Callaway St E
St. Joseph, MN 56374
O: 320-363-7201
C: 320-557-8171
F: 320-363-0342
E: LBartlett@cityofstjoseph.com

From: Olson, Melanie <Melanie.Olson@compeer.com>
Sent: Wednesday, August 3, 2022 10:25 AM
To: Olson, Melanie <Melanie.Olson@compeer.com>
Subject: Compeer Financial Now Accepting Applications for Emergency Response Equipment Grant Program

Compeer Financial, a member-owned Farm Credit cooperative serving and supporting agriculture and rural communities in 144 counties in Illinois, Minnesota and Wisconsin, is now accepting applications for its **Emergency Response Equipment Grant Program**.

The mission of the grant program is to support rural communities in our service area by funding emergency response equipment for volunteer fire, rescue and ambulance departments. Emergency responders serve and protect local communities 24 hours a day, seven days a week. Ensuring that these first responders have access to essential equipment and tools will change – and possibly save – lives.

Since the grant program was established in 2018, Compeer has awarded 646 grants totaling nearly \$1.8M. For 2022, Compeer has raised the maximum grant amount from \$3,000 to **\$4,000** per department, and committed \$600,000 for this grant program.

***Eligibility:**

1. Rural volunteer fire, rescue or ambulance departments located in or providing direct services to **Compeer's 144 county territory**, AND
2. Departments that did not receive this grant in 2020 or 2021. **Check your eligibility on our webpage.**

Applications are due August 31. All applicants will be notified of their status 4-6 weeks after the August 31 deadline.

About the Fund for Rural America

The Compeer Financial Fund for Rural America is the corporate giving program of Compeer Financial, structured to support Compeer Financial's mission to enrich agriculture and rural America. Compeer Financial's Board of Directors has dedicated one percent of annual net earnings to support the Fund's focus areas of agricultural advocacy and development, agriculture education, cooperative initiatives, rural development and community enrichment; and youth engagement. The Fund is managed by a Board of Trustees, made up of team members from Illinois, Minnesota and Wisconsin and members of the Compeer Financial Board of Directors. More information about opportunities available through the Fund can be found at Compeer.com/giving-back.

About Compeer Financial

Compeer Financial is a member-owned Farm Credit cooperative serving and supporting agriculture and rural communities. The \$27.7 billion organization provides loans, leases, risk management and other financial services throughout 144 counties in Illinois, Minnesota and Wisconsin. Based in the Upper Midwest, Compeer Financial exists to champion the hopes and dreams of rural America, while providing personalized service and expertise to clients and the agriculture industry.

Compeer Financial is the third largest cooperative of the Farm Credit System, a nationwide network of lending institutions supporting agriculture and rural communities with reliable, consistent credit and financial services. [Learn more about Compeer Financial.](#)



Melanie Olson

Corporate Giving Specialist

compeer.com | [#championrural](https://twitter.com/championrural)

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To: lbartlett@cityofstjoseph.com

Message Score: 13

High (60): Pass

From:

My Spam Blocking Level: Medium

Medium (75): Pass

prvs=2070d3dbb=melanie.olson@compeer.com

Low (90): Pass

[Block](#) this sender

[Block](#) compeer.com

This message was delivered because the content filter score did not exceed your filter level.



Fire Board Agenda Item 7a

MEETING DATE: August 16th, 2022

AGENDA ITEM: Unit # 3 Replacement

BACKGROUND INFORMATION: The Committee has met and is looking at some options. It seems our biggest problem we may have is finding a chassis for this truck. Right now, Ford and GM are not taking orders until sometime in 2023. Dodge may be available. The committee is going to look at a few different departments to figure out how we want this rig built.

Also, need to make sure the funding will work with the budget. Fire Chief will obtain specifications and estimates on a new rig.

BUDGET/FISCAL IMPACT: \$130,000 - \$150,000

ATTACHMENTS: None

REQUESTED ACTION: Update only



Fire Board Agenda Item 7b

MEETING DATE: August 16th, 2022

AGENDA ITEM: FEMA Grant

BACKGROUND INFORMATION: At our meeting in November, the Fire Board approved the hiring of a grant writer to try and get funding for new extrication equipment. If received, this equipment would go into the new pumper/tanker. The grant is a 95/5 grant and is \$44,779.00.

On Friday August 5th, the FD was notified that we needed to send in more info as to the Contract with the grant writer, a copy of the check for payment to the grant writer, and a few other things, which according to the grant writer, this doesn't mean we are going to get the grant for sure but we are heading in the right direction.

BUDGET/FISCAL IMPACT: 5% of \$44,779.00 (\$2,238.95)

ATTACHMENTS:

REQUESTED ACTION: Information only



Fire Board Agenda Item 7c

MEETING DATE: August 16th, 2022

AGENDA ITEM: Unit # 5 Replacement

BACKGROUND INFORMATION: Sealed bids came in with St. Johns Fire having the highest bid at \$70,000.00. They will take ownership after our new rig shows up and get put into service. (October or 2022)

BUDGET/FISCAL IMPACT: 157,975 minus trade in or sealed bid winner

ATTACHMENTS: no

REQUESTED ACTION: Update only



MEETING DATE: August 16th, 2022

AGENDA ITEM: Fire Chief's Report, Calls & Membership

- Up to date = 375 as of 8-9-22

294	Medical Emergency
28	Car / Truck Accident
11	Fire Alarm
4	CO Alarm
7	Structure Fire
10	Gas / Fuel Leak
8	Car / Truck Fire
8	Grass Fire
5	Other (Assist PD)

- Of the 3 last hired in November of 2021, Mooney who had all his training done before coming to SJFD, is fitting in great. Jack Taufen has passed his FF1, HazMat, and FF2 classes. Bret Jacobson is learning as much as he can during our drills. Bret will be starting his FF1, FF2, HazMat classes this fall.
- Both Bret and Jack along with the last 3 hires in July of 2022, Cade Holland, Clark Palmer, and Cole Stenart, will need to take their First Responder class which will be done maybe the fall of 2022. The last 3 hires will also need to take FF1, Hazmat, FF2 later this fall or early spring.
- We will continue to look for more new members as we are still down 3 and have a few that could retire.