

# *Northfield Area Fire and Rescue Service*



## **ANNUAL REPORT for the Year 2018**

## PREPARING FOR THE FUTURE

Maintaining a paid-on-call professional caliber fire service is a significant financial benefit to the community. Recruiting volunteers is the core of the program and the key to its long-term viability. NAFRS maintains a high level of community involvement which fosters this connection between future volunteers and the department.

Since its formation in 2014 NAFRS has put considerable effort and financial resources into upgrading equipment and renovating the facility. The facility improvements and the major equipment (including the fleet) upgrades will be complete in 2019. At this point the department should be able to follow a regular, more predictable long-term capital replacement and improvement schedule.

Equipment and facility upgrades referenced above can reasonably be expected to serve the community for at least another two decades. In 1971, when the current fire station was built, the Northfield Fire Department had three trucks. Today, the fire service has nine trucks and the population served has more than doubled. With the addition of new equipment and expansion of the facility, NAFRS continues to serve its communities and will be better able to face whatever the future might hold.



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Gerry Franek, Fire Chief



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Bron Scherer, NAFRS Board Chair

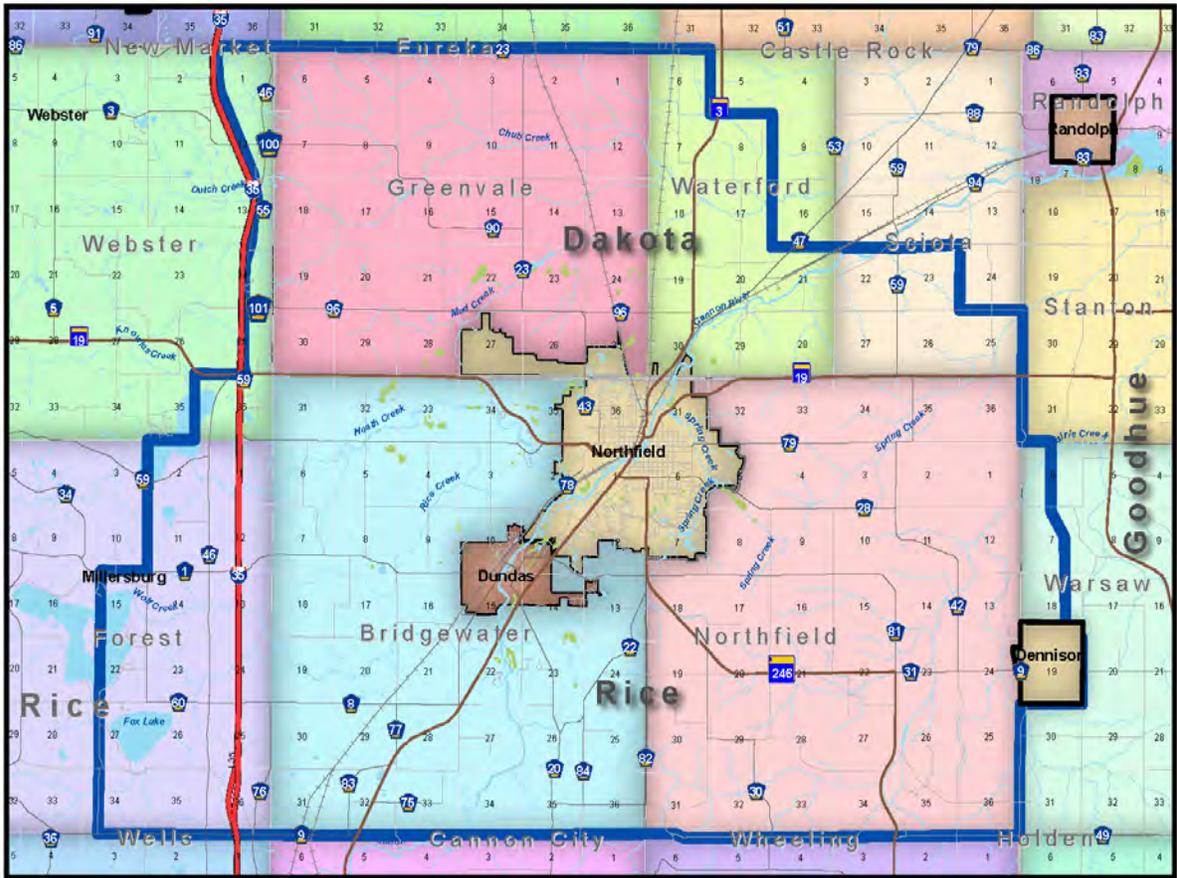
## 2018 FIRE CALLS

	2018	2017	2016
Private dwellings (1 or 2 families)	10	10	10
Apartments (3 or more families)	5	1	5
Hotels and motels	0	0	0
All other residential	13	11	4
Public assembly (church, restaurant, etc)	1	0	0
Schools and colleges	0	0	0
Health care and penal institutions (hospitals, prisons, etc.)	2	5	2
Stores and offices	1	0	0
Industry, defense, utilities, manufacturing	4	1	3
Storage in structures (barns, garages, general storage, etc.)	1	3	4
Other structures (outbuildings, bridges, etc.)	0	0	0
Fire in highway vehicles (I-35, cars, trucks, buses, etc.)	17	12	6
Fires in other vehicles (trains, construction or farm vehicles)	1	0	3
Fires outside of structures with value but no vehicles (crops, timber)	11	3	6
Fires in brush, grass, wildland	6	9	6
Fires in rubbish including dumpsters	5	5	3
All other fires	1	1	0
Rescue/Emergency Medical	4	0	0
False alarm responses	72	75	72
Mutual aid responses given	1	9	1
Hazardous materials responses (spills, leaks, etc)	37	30	21
Other hazardous responses (arcing wires, power line down, etc.)	21	3	12
All other responses (smoke scares, lock-outs, animal rescue)	69	84	105
<b>TOTAL</b>	282	262	263

The fire call categories above are established by the National Fire Protection Association (NFPA). These categories are reported to the Fire Marshal's office annually where it is consolidated into a report covering the State of Minnesota. The Fire District covers 144 square miles, depicted on the following map, with approximately 26,000 residents.

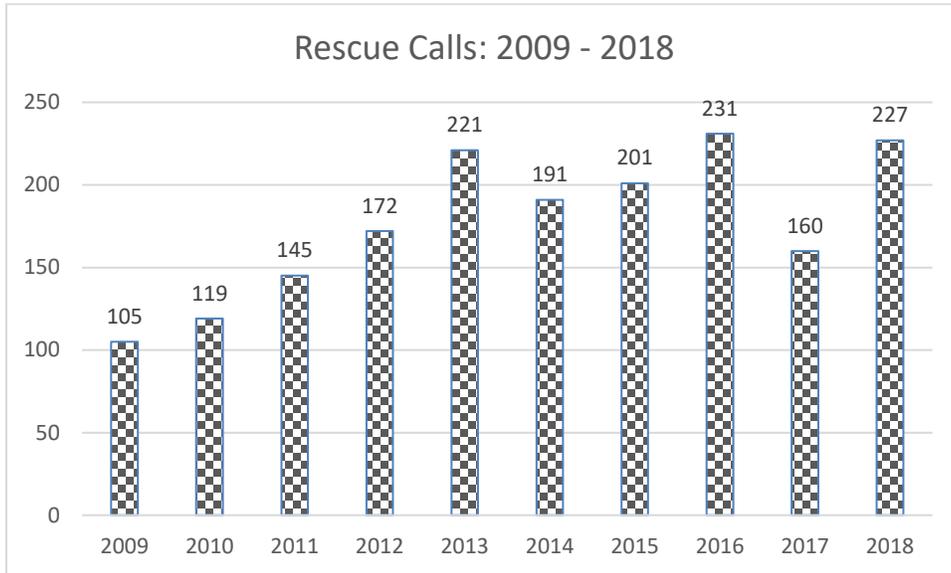
# Northfield Fire Department Service Area

0 0.5 1 1.5 2 2.5 Miles

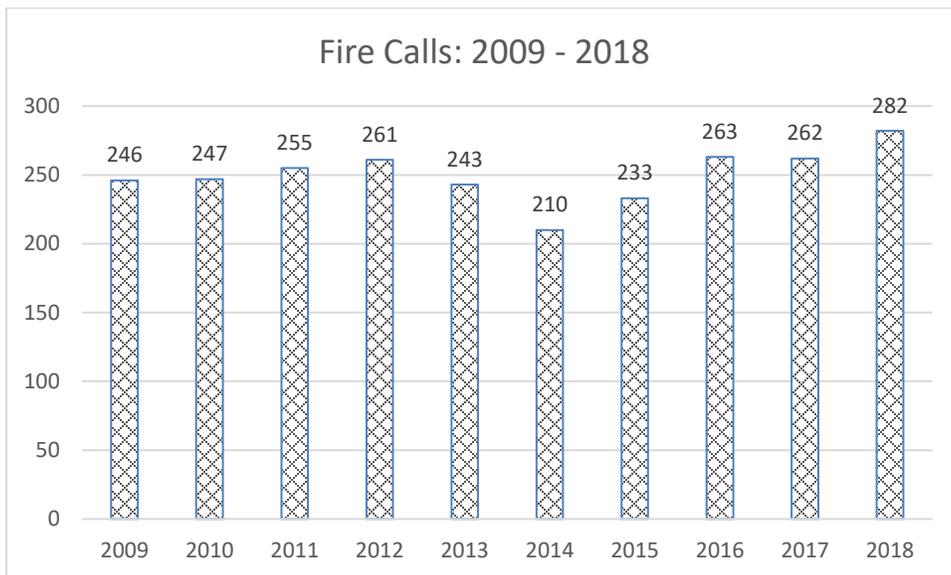


Updated: 02/22/2018

The long-term call trends are indicated in the following three charts. The first chart depicts total number of rescue calls over the last 10 years. The second chart depicts the number of fire calls over the last 10 years. And the third chart shows the comparison of Rescue and fire calls over the past 10 years.

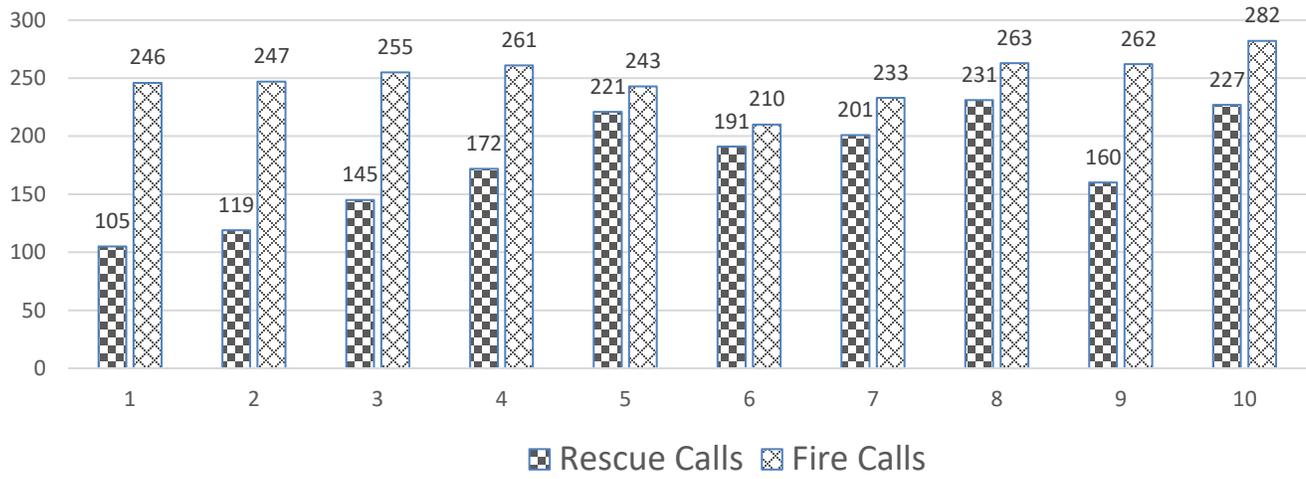


**Total Rescue Calls 2009 - 2018**



**Total Fire Calls 2009 - 2018**

Total Fire and Rescue Calls: 2009 - 2018



Total Fire and Rescue Calls 2009 – 2018

	2018		2017	
	Calls	Call %	Calls	Call %
Northfield	191	68%	199	78.3%
Dundas	15	5.3%	13	5.1%
Rural Fire District	75	26.7%	42	16.5%
<b>Total</b>	281	100.0%	254	100%
Mutual Aid	1		8	
<b>Total</b>	282		262	

### Fire Calls by JPA Party

#### Response Time

NAFRS tracks response time as the time from receiving a call from the Pearl Street Dispatch Center to having equipment and personnel at the scene. The table below indicates the response time in minutes. Response time does not include calls cancelled in-route by the dispatch center.

	2018			2017		
	Fire Calls	Average Response Time (min)	Average Firefighters Responding	Fire Calls	Average Response Time (min)	Average Firefighters Responding
Northfield	191	8.4	16	199	9.5	16
Dundas	15	11	16	13	8.8	16
Rural	75	13.4	18	42	18.5	17
Mutual Aid	1			8		
<b>Total</b>	282			262		

### Response Time by JPA Party

#### Deaths and Injuries

There were no deaths due to fire in 2016, 2017 and 2018. There were no injuries to firefighters in 2016, 2017, and 2018.

## PROPERTY LOSSES

The total estimated market value of property in the fire district is approximately \$2.5 billion (source: Rice and Dakota County Assessors Offices)



**Total Property Losses: 2009 - 2018**

Property loss by type of property is depicted below. Property losses are estimated in the Fire Reports submitted to the State Fire Marshal’s Office. The major loss in 2018 was the City of Northfield Wastewater Treatment Plant Fire, which caused an estimated \$535,000 in damage. “Structures” are essentially all buildings, which are not residential ranging from stores to factories to barns.



**Property Losses by Type: 2009 - 2018**

## COMMUNITY SERVICE

Firefighters have been involved in community activities for many years. These range from visits to schools and the mock crash enactment during prom week to the annual Christmas spaghetti dinner. These community engagements include:

**School visits - Fire Prevention week:** Firefighters visit each of the elementary schools in Northfield teaching fire prevention. K through 3rd grade students are the target audience.

**Open House for Fire Prevention Week, at the Northfield Fire Station:** Community members are invited to the Fire Station for a public open house with demonstrations, refreshments, and to see up close the equipment used to protect Northfield and our surrounding communities.

**Annual Christmas Sharing Spaghetti Dinner:** Firefighters donate their time to prep/cook/serve the dinner. Proceeds from this fundraiser are donated to the Northfield Community Action Center, benefiting local youth of the community who would otherwise likely not receive a Christmas present. The dinner is held at the Northfield VFW.

**Fireman's Dance; held annually in February:** The Firefighter's Relief Association hosts the Fireman's Dance at the Grand Event Center, in Northfield.

**March Food Drive:** Together with volunteers from local churches and schools, Northfield Fire and Rescue personnel, drive the residential neighborhoods of Northfield collecting canned goods which they donate to the Northfield Food Shelf for those in need of food.

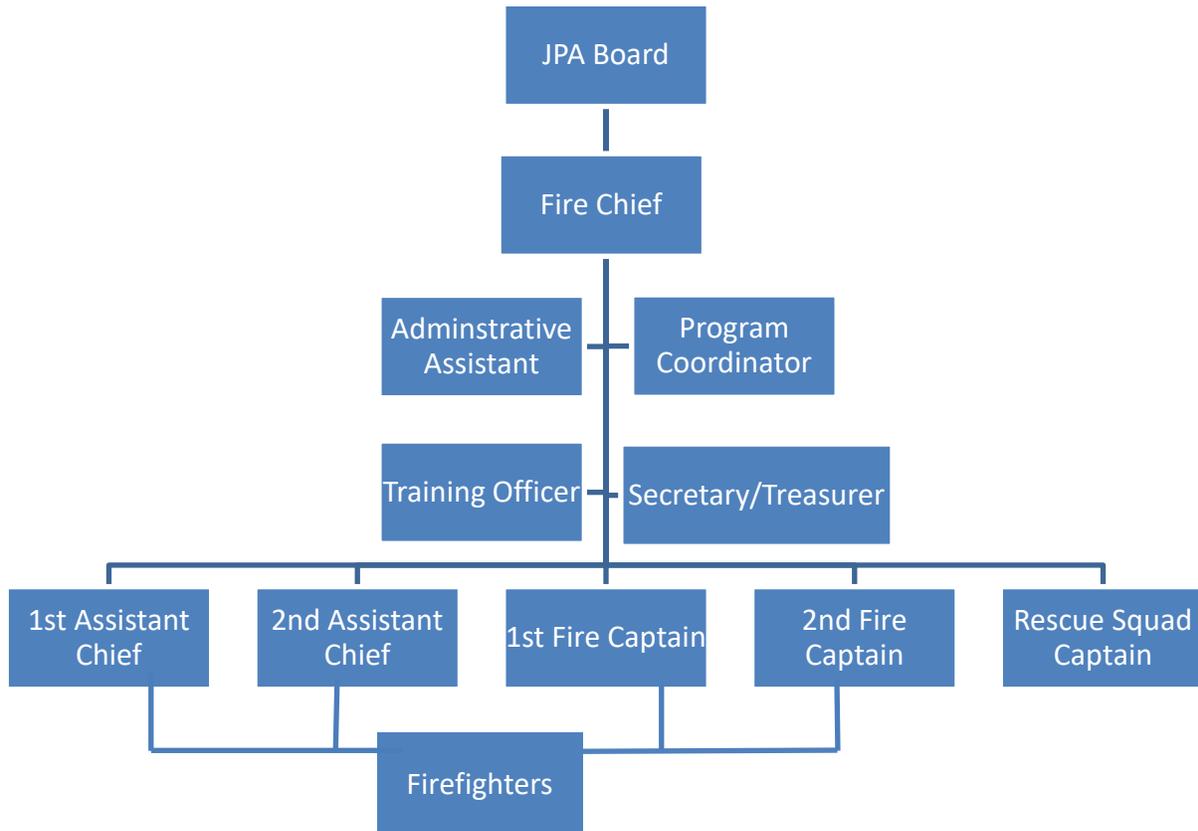
**Mock Crash - Northfield Prom:** Members of the Northfield Fire and Rescue, along with Northfield Senior High School students and with the assistance of various community members and businesses set the stage of a mock crash scene. Students of NSHS watch this true to life and death scene unfold before their eyes.

**Northfield Rescue Squad Association Duck Race (DJJD event):** This is a Northfield Rescue Squad Association Fundraiser

**Charitable Gambling:** Operated under the Northfield Fire Relief Association's gambling license, a firefighter donates time to call bingo each week. Proceeds go to the Northfield Rescue Squad Association and are used to purchase equipment for the rescue squad. Below is a table of our Charitable gambling sites and information of each site:

Gambling Site	Pull Tabs	E-tabs	Bar Bingo	E-Bingo
Dawn's Corner Bar	X	X	X	X
Carbone's	X	X	X	X
Jesse James Lanes	X	X	X	

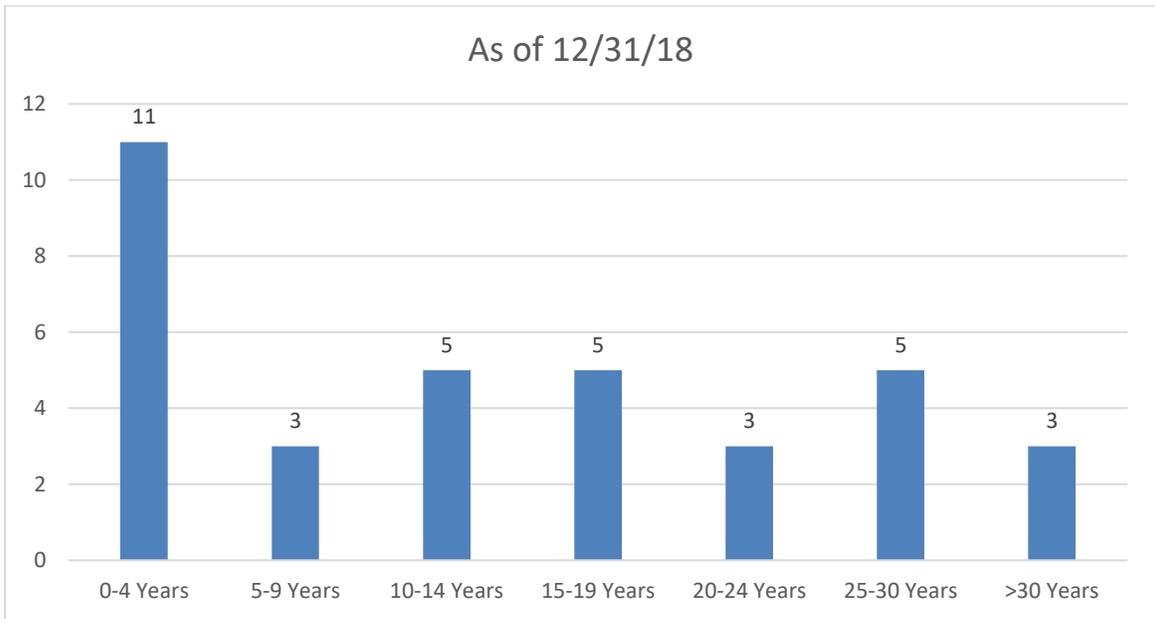
# ORGANIZATION CHART



## OFFICERS AND FIREFIGHTERS

Position	Name	Years of Service (as of 1/31/18)
Fire Chief	Gerry Franek	33
Secretary & Treasurer	Brian Redfield	16
1 <sup>st</sup> Assistant Chief	Jeff Machacek	45
2 <sup>nd</sup> Assistant Chief	Tom Nelson	30
1 <sup>st</sup> Fire Captain	Jesse Faust	21
2 <sup>nd</sup> Fire Captain	Sean Simonson	16
Rescue Squad Captain	Andrew Tussing	10
Firefighter	Mike Kruse	45
Firefighter	T.J. Dvorak	30
Firefighter	Pete Jirik	30
Firefighter	Corey Stadler	28
Firefighter	Wade Canedy	25
Firefighter	Mark Etzel	21
Firefighter	Brian Ims	21
Firefighter	Aramis Wells	19
Firefighter	Jeff Ostberg	16
Firefighter	David Hoban	16
Firefighter	Dean Erickson	10
Firefighter	Josh Hall	10
Firefighter	Tommy Mulligan	10
Firefighter	Jeremy Weber	10
Firefighter	Steve Noreen	5
Firefighter	Justin Rabolle	5
Firefighter	Chad VanZuilen	5
Firefighter	Michael Hodne	3
Firefighter	Bob Sabyan	2
Firefighter	Travis Smith	2
Firefighter	Darrin Stowe	3
Firefighter	Bart Wiese	3
Firefighter	Erik Anderson	1
Firefighter	Phil Graue	1
Firefighter	Sam Lane	1
Firefighter	Dan Parrott	1
Firefighter	Hunter Redfield	1
Firefighter	Tom Sorem	1

Recruiting suitable members is the major challenge to viability of volunteer and paid-on-call fire departments across the state. Strong community support for the department is evident from the number of applicants for open positions received during the periodic hiring process. The NAFRS Board and Officers will continue to be active in raising awareness in the Fire District of the excellent work done by the members and of the opportunity to serve the community.



**Distribution of Years of Service – Officers and Firefighters**

## EQUIPMENT

The NAFRS Equipment Committee meets on a regular basis to assess equipment condition and capabilities in light of changing community needs and advances in emergency response technology. Since its inception in 2014 NAFRS has concentrated on replacing outdated and worn-out equipment. That program will be completed in 2019 with the upgrade of pumper 8115.



Number	8125
Type	Engine, Pumper
Year Acquired	2016
Pump Capacity	1250 gpm
Tank Capacity	1000 gallons
Foam Capacity	50 gallons
Use	First approach for all fires



Number	8115
Type	Engine, Pumper
Year Acquired	1987
Pump Capacity	1250 gpm
Tank Capacity	500 gallons
Use	Backup for city fires, large diameter hose deployment (*Replacement ordered in 2018, delivery in Summer 2019)



Number	8118
Type	Ladder, 75 ft
Year Acquired	2013
Pump Capacity	2000 gpm
Tank Capacity	500 gallons
Use	Residential structural fires, historic district



Number	8128
Type	Aerial Platform, 100 ft
Year Acquired	Purchased used in 2016, built in 2004
Pump Capacity	1250 gpm
Tank Capacity	300 gallons
Use	Historic district, big box retail, industrial, high angle rescue



Number	8116
Type	Tanker
Year Acquired	2008
Pump Capacity	350 gpm
Tank Capacity	2000 gallons
Use	Water transport, backup fire pump



Number	8126
Type	Tanker
Year Acquired	2005
Pump Capacity	350 gpm
Tank Capacity	2000 gallons
Use	Water transport, backup fire pump



Number	8113
Type	Grass Fire Rig
Year Acquired	2011
Pump Capacity	100 gpm
Tank Capacity	250 gallons
Use	Wildland fires, transport ATV, boat, dive trailer



Number	none
Type	ATV
Year Acquired	2013
Pump Capacity	10 gpm
Tank Capacity	50 gallons
Use	Wildland fires, victim transport



Number	8110
Type	Ambulance, 4WD
Year Acquired	2002
Use	Basic life support, victim transport, EMS support (Purchased with Community fundraising effort)



Number	8120
Type	Heavy Rescue
Year Acquired	2000
Use	Rescue, hazmat, incident command center (Purchased through a collaborative Community Fundraising effort between the Northfield Rescue Squad and the Northfield VFW Post 4393.)

## ISO RATING

**Northfield's Public Protection Classification Number (ISO rating) is: 4/8B**

The Insurance Services Office is an independent company that serves insurance companies, fire departments, communities and insurance regulators by collecting data on fire suppression capabilities in communities throughout the United States and scoring those capabilities using a uniform objective system. The same scoring system is used for Northfield as for Minneapolis. Insurance companies use ISO ratings, called the **Public Protection Classification number (PPC)**, for underwriting and to help establish premiums for residential and commercial fire insurance.

The ISO rating system rates only fire protection capabilities as they relate to suppression of first alarm structure fires. These are the capabilities most correlated to with reducing property loss. Multiple alarms, simultaneous incidents and rescue capabilities are not evaluated. The standard ISO program evaluates the fire protection for small to average size buildings. Those needing in excess of 3,500 gpm are evaluated separately and given an individual classification. A community's PPC depends on:

- Receiving and Handling Fire Alarms (10%)
- Fire Department (50%)
- Water Supply (40%)

The last rating of the fire service was conducted in January 2012. Inspections are conducted whenever it appears that there is a possibility of a classification change. ***In 2015 the Insurance Services Office changed its inspection process to a more incremental type of inspection. If significant changes are made by a department in one category, such as training, the ISO will come in to inspect only that element and will change the overall score accordingly.*** The scores in each category are summarized below. The report gives a detailed assessment in each subcategory and the rationale for the score. Thus "Telephone Service", for example, has three subcategories which are each scored resulting in the overall score for Telephone Service.

**Northfield's Public Protection Classification Number (ISO rating): 4/8B**

Scores between 60 and 69.99 are given a PPC = 4. Class 8B is a special classification that recognizes a superior level of fire protection in areas that lack a water supply system capable of the minimum fire flow criteria of 250 gpm for 2 hours. In Northfield this area includes the water treatment plant and the annexed agricultural area west of downtown.

Northfield's Class 4 rating puts it in the upper 5% of all rated fire departments in the state based on the 2011 summary of ratings.

The ISO rating has a direct financial impact on residents, businesses, and other organizations in the community which carry fire insurance. The community's ISO rating is one factor used by insurance companies in determined rates.

## FINANCIAL STATEMENTS

### NAFRS

#### STATEMENT OF OPERATIONS

FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE FAV. (UNFAV.)</u>
<b>REVENUES:</b>			
Misc. Revenues	\$7,638.28	\$0.00	\$7,638
Member contributions-Operations	<u>\$525,000.00</u>	<u>\$525,000.00</u>	<u>\$0</u>
Total Revenues	\$532,638.28	\$525,000.00	\$7,638
<b>EXPENSES:</b>			
Human Resources-			
Gross payroll	\$185,249.66	\$190,000.08	\$4,750
less, Elko Speedway Personnel Reimb.	(\$7,970.94)	\$0.00	\$7,971
Payroll taxes	\$13,419.87	\$15,500.04	\$2,080
PERA retirement	\$3,141.98	\$5,000.04	\$1,858
Workers Compensation Insurance	\$35,766.68	\$46,000.08	\$10,233
Group Disability/Med Insurance	\$9,332.87	\$13,000.08	\$3,667
Background checks	\$0.00	\$0.00	\$0
Employee vaccinations, etc.	\$6,904.00	\$3,999.96	(\$2,904)
Other budgeted line items-recruiting/tests	<u>\$265.33</u>	<u>\$2,999.72</u>	<u>\$2,734</u>
Total Human Resources	\$246,109.45	\$276,500.00	\$30,391
Facility-			
Utilities-electricity	\$10,271.91	\$18,000.00	\$7,728
Utilities-natural gas	\$4,723.53	\$7,999.92	\$3,276
Utilities-water/sewer/storm	\$1,880.29	\$2,000.04	\$120
Outside services-refuse	\$2,041.49	\$3,000.00	\$959
Outside services-lawn/snow removal	\$3,020.00	\$5,000.04	\$1,980
Outside services-cleaning	\$2,665.00	\$3,999.96	\$1,335
Building maintenance & repairs	\$113.42	\$7,500.00	\$7,387
Security Monitoring	\$0.00	\$999.96	\$1,000
Supplies	\$1,211.59	\$2,000.04	\$788
Insurance	\$25,257.00	\$24,999.96	(\$257)
Facility Rent	\$20,011.00	\$20,000.08	(\$11)
Miscellaneous	\$0.00	\$0.00	\$0
Other budgeted line items	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0</u>
Total Facility	\$71,195.23	\$95,500.00	\$24,305

	<u>ACTUAL</u>	<u>BUDGET</u>	<u>VARIANCE FAV. (UNFAV.)</u>
Equipment-			
Small equipment purchases	\$144.02	\$999.96	\$856
General supplies	\$923.42	\$5,000.08	\$4,077
Repairs & maintenance-general			
Equipment rent	\$0.00	\$0.00	\$0
Other budgeted line items	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0</u>
Total Equipment	\$35,892.31	\$16,000.00	(\$19,892)
Fleet-			
Fuel/oil/lubricants	\$7,432.60	\$6,000.00	(\$1,433)
Repairs and maintenance	\$8,014.33	\$20,000.04	\$11,986
Insurance	\$9,238.36	\$12,999.96	\$3,762
Small equipment purchases	\$0.00	\$0.00	\$0
Supplies	\$619.02	\$2,000.00	\$1,381
Other budgeted line items	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0</u>
Total Fleet	\$25,304.31	\$41,000.00	\$15,696
Education & Training-			
Conference & Seminar/School Fees	\$1,525.00	\$10,000.08	\$8,475
Lodging	\$7,463.33	\$3,000.00	(\$4,463)
Per Diems, mileage, other travel	\$5,661.76	\$999.96	(\$4,662)
Other education & training costs	<u>\$3,951.06</u>	<u>\$3,999.96</u>	<u>\$49</u>
	\$18,601.15	\$18,000.00	(\$601)
Communications/I.T.-	\$5,163.54	\$6,000.00	\$836
General Insurance (liab/excess)-	\$3,029.04	\$4,000.00	\$971
General & administrative-			
Professional Services-HR/Payroll	\$28,312.25	\$30,000.00	\$1,688
Professional Services-Legal	\$21,623.75	\$12,000.00	(\$9,624)
Professional Services-Accounting & Audit	\$11,150.00	\$12,000.00	\$850
Professional Services-Other	\$5,924.55	\$3,000.00	(\$2,925)
Memberships & Dues	\$996.00	\$999.96	\$4
Office Supplies	\$1,747.68	\$3,999.96	\$2,252
Small Equipment purchases	\$0.00	\$0.00	\$0
Equipment leases	\$0.00	\$0.00	\$0
Business software	\$1,213.54	\$0.00	(\$1,214)
Postage/Delivery	\$150.00	\$375.03	\$225

	<u>ACTUAL</u>	<u>BUDGET</u>	<b>VARIANCE</b> <u>FAV. (UNFAV.)</u>
Subscriptions	\$0.00	\$500.40	\$500
Board expenses	\$344.44	\$2,375.01	\$2,031
Miscellaneous (advertising, promotion.)	\$506.20	\$2,249.94	\$1,744
CONTINGENCY RESERVE	<u>\$0.00</u>	<u>\$500.06</u>	<u>\$500</u>
Total general & administrative	<u>\$71,968.41</u>	<u>\$68,000.00</u>	<u>(\$3,968)</u>
TOTAL EXPENSES-OPERATING	<u>\$477,263.44</u>	<u>\$525,000.00</u>	<u>\$47,737</u>
EXCESS OF REVENUES OVER EXPENSES-OPS	\$55,374.84	\$0.00	\$55,375

**NAFRS**

**BALANCE SHEETS-OPERATING FUND**

**As of DECEMBER 31, 2018 & 2017**

	<u>12/31/2018</u>	<u>12/31/2017</u>
ASSETS:		
Current Assets-		
Cash-Operating Fund	\$81,636.83	\$923.68
Cash-Money Market	\$174,104.30	\$173,338.15
Petty Cash-Operating Fund	\$238.95	\$121.70
Certificate of Deposit, CRB-Operating Fund	<u>\$15,226.16</u>	<u>\$15,135.35</u>
Total Cash	\$271,206.24	\$189,518.88
Accounts Receivable (Deferred revenue)	\$6,991.21	\$0.00
Prepaid Insurance/Rent Expense/Deferred costs	<u>(\$17,803.79)</u>	<u>\$23,286.61</u>
Total current assets	\$260,393.66	\$212,805.49
TOTAL ASSETS	\$260,393.66	\$212,805.49
LIABILITIES & FUND BALANCE:		
LIABILITIES:		
Current liabilities-		
Payroll clearing account	\$0.00	\$0.00
Accrued payroll, taxes, benefits	\$11,503.82	\$18,556.13
Accrued expenses	\$0.00	\$0.00
Accounts payable-Operating Fund	<u>\$12,909.81</u>	<u>\$13,644.17</u>
Total current liabilities	<u>\$24,413.63</u>	<u>\$32,200.30</u>
TOTAL LIABILITIES	\$24,413.63	\$32,200.30
FUND BALANCE:		
Prior Year Fund Balance	\$180,605.19	\$116,124.15
Member Contributions	\$525,000.00	\$525,010.00
Transfer to Capital Fund from Op.-Truck Purchase	\$0.00	\$0.00
Less operating expenses, net	<u>(\$469,625.16)</u>	<u>(\$460,528.96)</u>
Excess of contributions over expenses	<u>\$55,374.84</u>	<u>\$64,481.04</u>
<b>TOTAL FUND BALANCE</b>	<b><u>\$235,980.03</u></b>	<b><u>\$180,605.19</u></b>
TOTAL LIABILITIES & FUND BALANCE	\$260,393.66	\$212,805.49

**NAFRS**

**BALANCE SHEETS-CAPITAL FUND**

**As of DECEMBER 31, 2018 & 2017**

	<u>12/31/2018</u>	<u>12/31/2017</u>
ASSETS:		
Cash	\$0.00	\$0.00
Receivable (Payable)	\$3,790.00	\$0.00
Deposit on new Pumper (to be delivered 2019)	\$400,000.00	
Fixed asset-Air Pack Equipment	\$232,114.00	\$232,114.00
Fixed asset-Scott Site sets (6) w/ comm	\$9,300.00	
Fixed asset-Digital Fire Extinguisher Training Syst.	\$12,910.00	
Fixed asset-Used Aerial Platform #8128	\$365,699.00	\$365,699.00
Fixed asset-New Pumper #8125	\$553,211.00	\$553,211.00
Less accumulated depreciation	( <u>\$268,943.00</u> )	( <u>\$165,233.00</u> )
Net fixed assets	<u>\$904,291.00</u>	<u>\$985,791.00</u>
TOTAL ASSETS	\$1,308,081.00	\$985,791.00
LIABILITIES & FUND BALANCE:		
Accounts payable	<u>\$0.00</u>	<u>\$0.00</u>
Capital Fund Fund Balance	<u>\$1,308,081.00</u>	<u>\$985,791.00</u>
TOTAL LIABILITIES & FUND BALANCE	\$1,308,081.00	\$985,791.00

**Capital Equipment Plan 2019 – 2028**

Type	Year	Make	No.	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Aerial Ladder	2013	E-One	8118										
Pumper	1987	Peterbuilt	8115	\$600,000									
Elevating Platform	1996	Sutphen	8128										\$ 1,070,000
Heavy Rescue	2001	Pierce	8120										
Ambulance	2002	Ford	8110										
Grass Rig	2013	Chew	8113		\$75,000								
Pumper	2017	Spartan	8125					\$ 620,000					
Tanker	2005	International	8126			\$ 350,000							
Tanker	2009	Peterbuilt	8116						\$ 350,000				
ATV	2013	Polaris						\$ 22,000					
ATV	2004	Polars											
<b>Other</b>													
Compressor	2016	Scott											
Air Packs and Bottles	2016	Scott											
Scott Sights	2018												
Bullseye Simulator	2018												
ATV Trailer	2013	Aluma						\$ 3,000					
Boat													
Duck Trailer	1993												
Boat Trailer	1993												
Dive Trailer	2002	Roadmaster											
<b>TOTAL</b>				\$600,000	\$75,000	\$ 350,000	\$ -	\$ 645,000	\$ 350,000	\$ -	\$ -	\$ -	\$ 1,070,000

**Budget Projections 2019 – 2020**

	2019	2020*
Operations	\$509,000	\$510,000
Capital Equipment	\$600,000	\$75,000
Facility Lease	\$300,000	\$300,000
<b>Total</b>	<b>\$1,409,000</b>	<b>\$885,000</b>

**Note:** Beginning in 2019 NAFRS has entered into a long-term lease agreement with the City of Northfield (NAFRS Facility Owner) at a cost of \$300,000 annually for twenty (20) years.

\*2020 Plan not yet been developed or approved by the NAFRS Board (estimated based upon 2019 levels)