

Northfield Area Fire and Rescue Service



ANNUAL REPORT for the Year 2016

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 will be completed in 2018 and the equipment upgrades in 2019. At that point the department can step back to a more standard pace of operations.

These equipment and facility upgrades 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, operating out of the same facility, the fire service has nine trucks and the population served has more than doubled.

Gerry Franek, Fire Chief

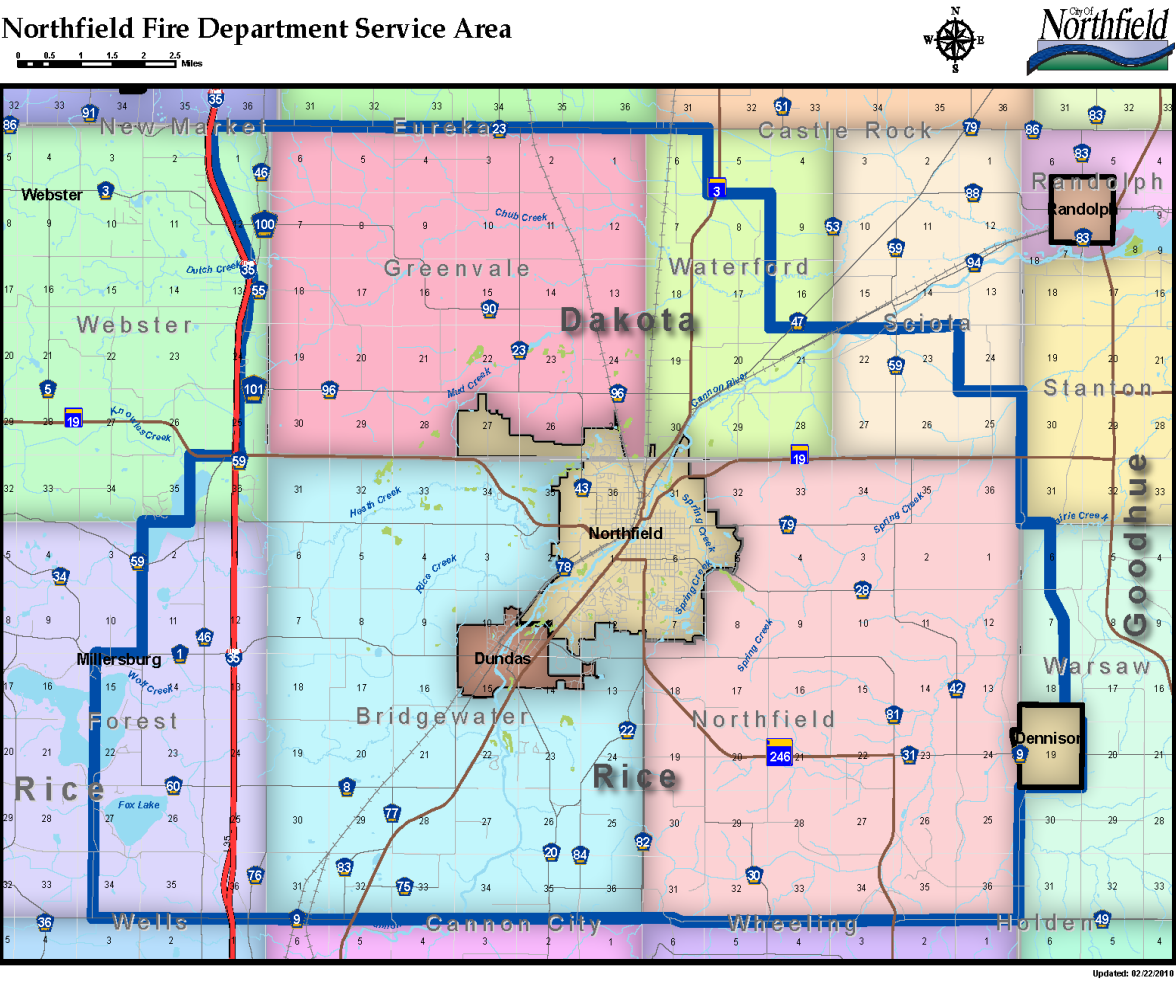
Glen Castore, NAFRS Board Chair

FIRE AND RESCUE CALLS

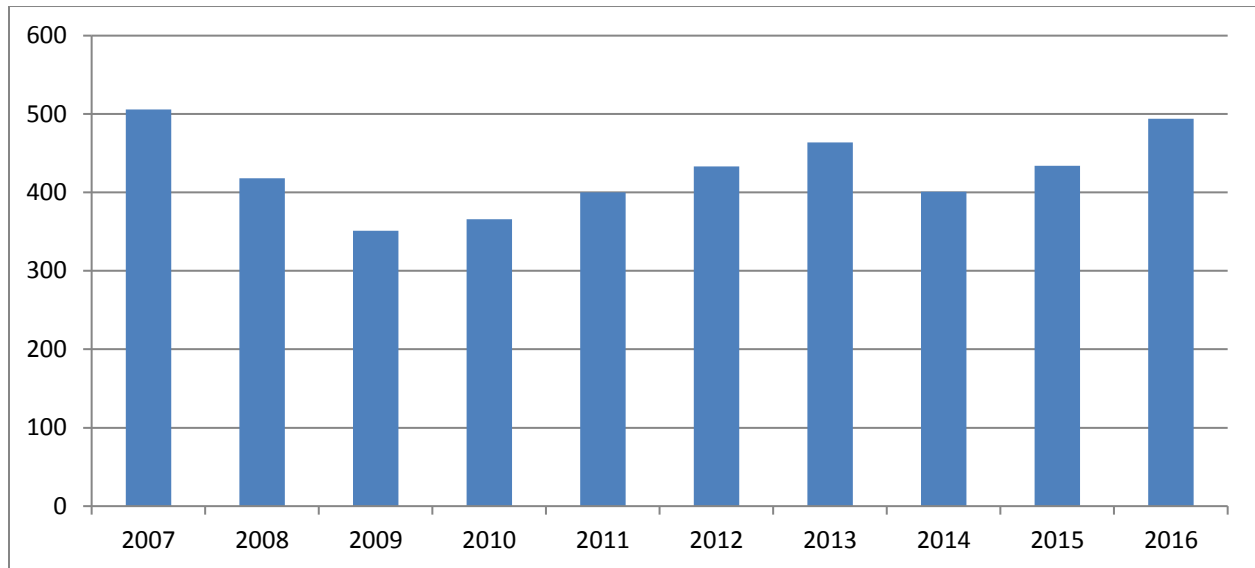
	2015	2016
Private dwellings (1 or 2 families)	12	10
Apartments (3 or more families)	8	5
Hotels and motels	2	0
All other residential	14	4
Public assembly (church, restaurant, etc)	1	0
Schools and colleges	0	0
Health care and penal institutions (hospitals, prisons, etc.)	0	2
Stores and offices	0	0
Industry, defense, utilities, manufacturing	1	3
Storage in structures (barns, garages, general storage, etc.)	3	4
Other structures (outbuildings, bridges, etc.)	0	0
Fire in highway vehicles (I-35, cars, trucks, buses, etc.)	5	6
Fires in other vehicles (trains, construction or farm vehicles)	2	3
Fires outside of structures with value but no vehicles (crops, timber)	5	6
Fires in brush, grass, wildland	6	6
Fires in rubbish including dumpsters	7	3
All other fires	0	0
Rescue, emergency medical responses	201	231
False alarm responses	63	72
Mutual aid responses given	3	1
Hazardous materials responses (spills, leaks, etc)	25	21
Other hazardous responses (arcing wires, power line down, etc.)	15	12
All other responses (smoke scares, lock-outs, animal rescue)	61	105
TOTAL	434	494

Note that 231 calls were rescue or emergency medical responses with 229 of those responded to by the Rescue Squad and 2 by the Fire Department. Of the fire calls 72, or 27%, were false alarms. The categories are established by the National Fire Protection Association (NFPA). This breakdown is reported to the Fire Marshal's office annually where it is consolidated into a report covering the State. The Fire District covers 144 square miles, depicted on the following map, with approximately 26,000 residents.

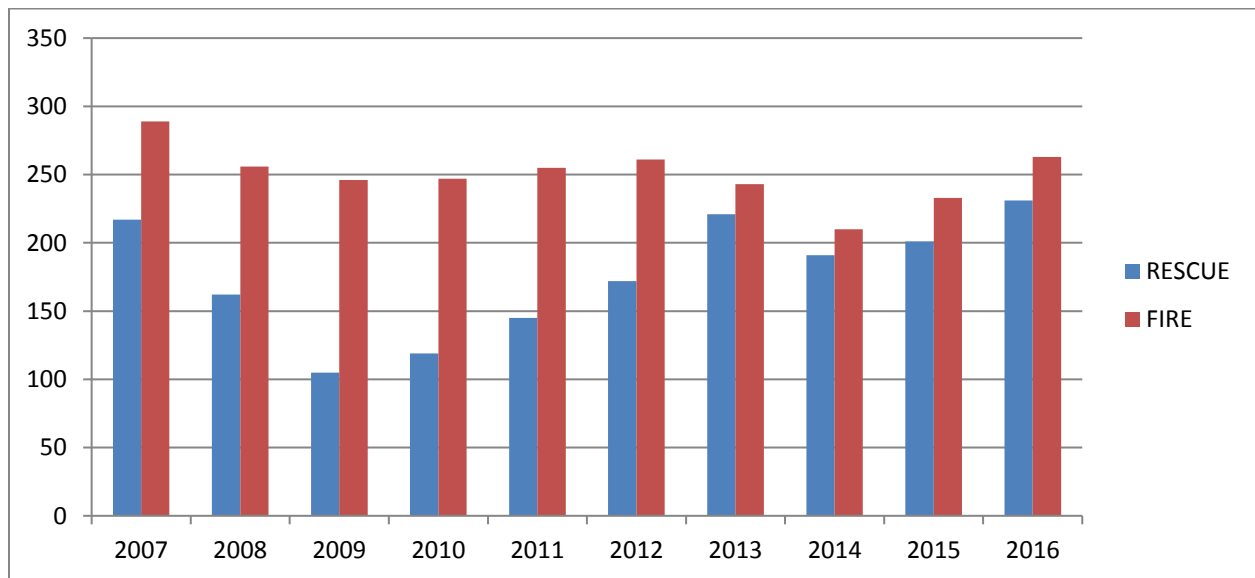
Northfield Fire Department Service Area



The long term trends are indicated in the following two charts. The first depicts total number of calls over the last 10 years. The second chart distinguishes fire calls from rescue calls over the same period.



Total Fire & Rescue Calls: 2007 - 2016

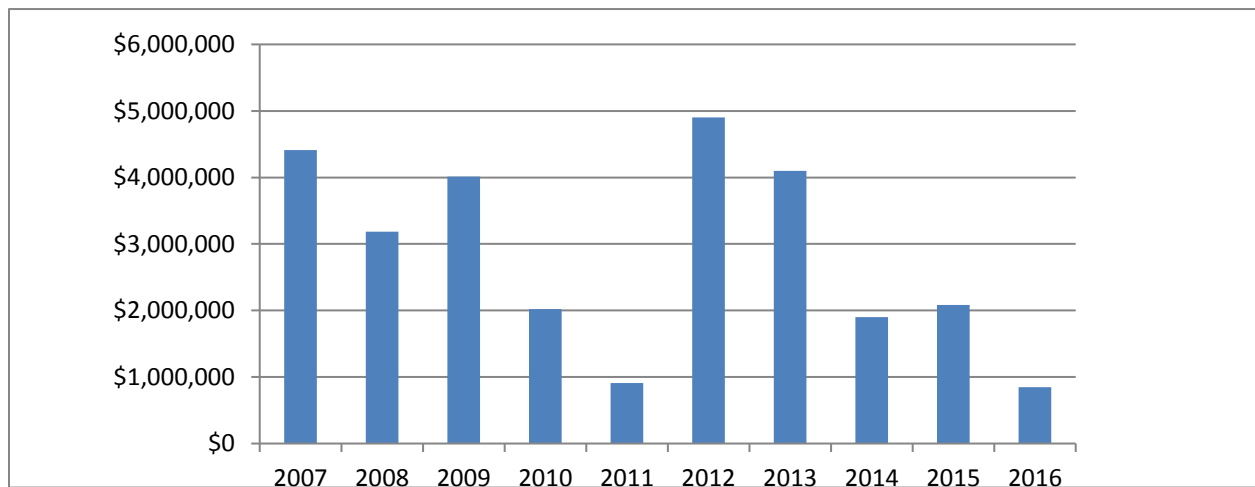


Fire and Rescue Calls by Type: 2007 - 2016

Over this 10 year period the average number of fire calls is 250. Fire calls by location is given in the following table.

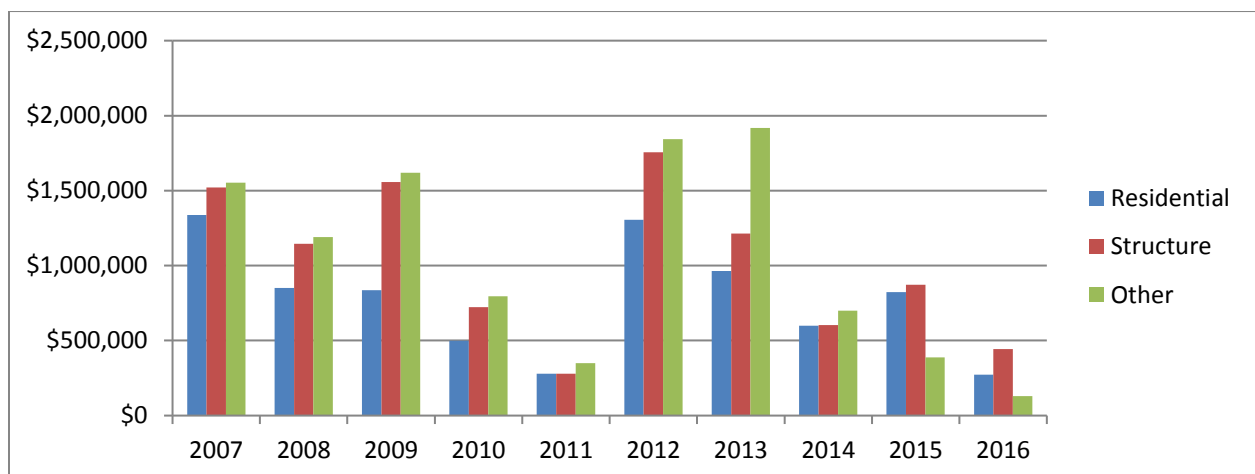
	Incidents	
Northfield	213	80.4%
Dundas	9	3.4%
Rural Fire District	37	14.0%
Highway (I-35)	6	2.3%
Total	265	

The chart below depicts property loss from all incidents over the 10 year period 2006 – 2015. The total estimated market value of property in the fire district is approximately \$2.5 billion.



Property Losses: 2007 - 2016

Property loss by type of property is depicted below. Major losses in 2015 were two home with damage valued at \$260,000 and \$225,000. The “Other” category included a combine which caught on fire while harvesting beans. It was valued at \$177,000. “Structures” are essentially all buildings which are not residential ranging from stores to factories to barns.



Property Losses by Type: 2007 - 2016

Deaths and Injuries

There were no deaths due to fire in 2016. There were no injuries to firefighters.

Response Time

The 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 en route.

	Fire Calls	Average Response Time	Average Firefighters Responding
Northfield	213	8.5	17.0
Dundas	9	10.8	17.6
Rural	37	13.1	17.7
I-35	6	16.0	17.3
Total	265		

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 a look at the equipment used to protect Northfield and our surrounding communities. Watch for more information as the date approaches.

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.

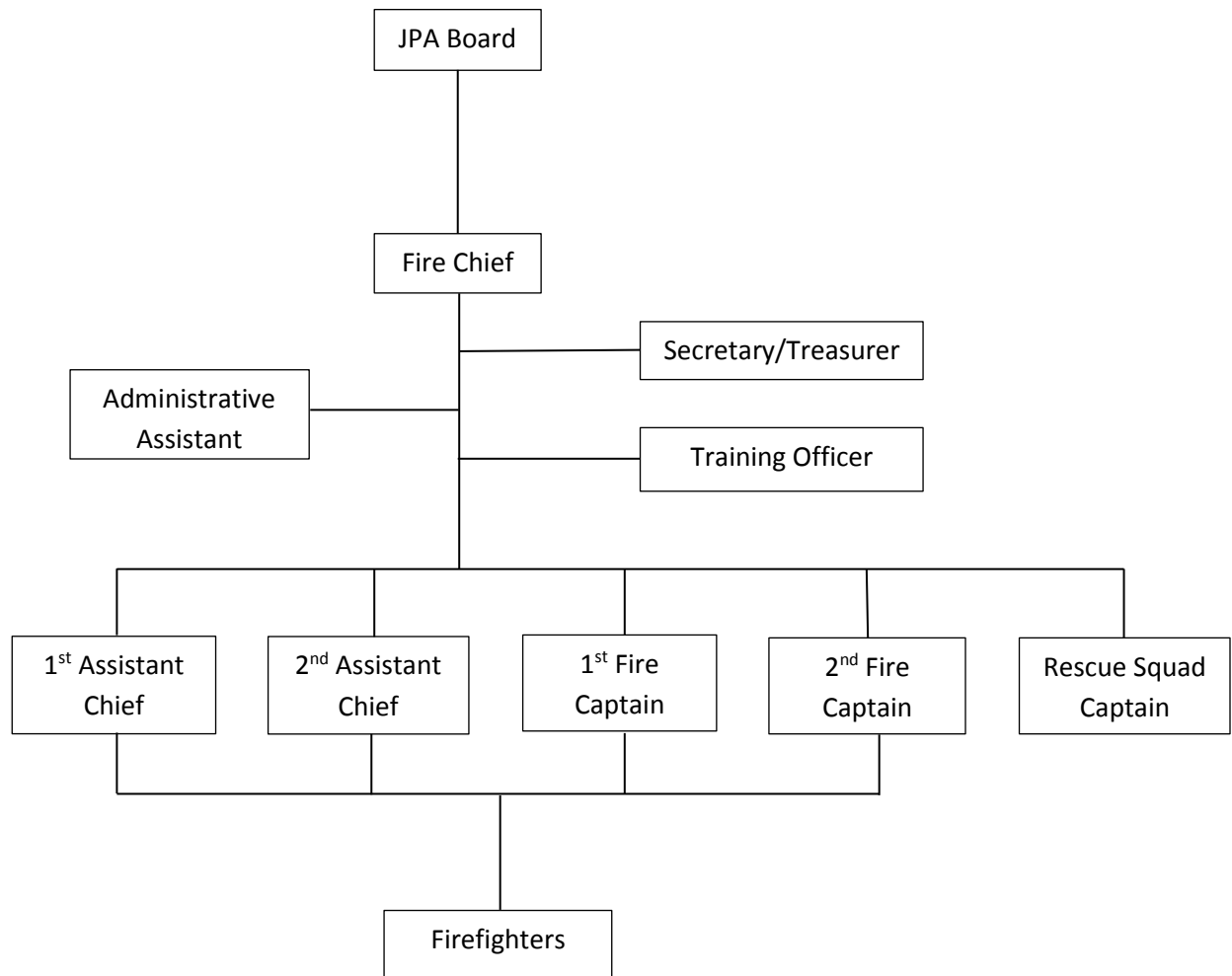
March Food Drive: Together with volunteers from local churches and schools, Northfield Fire and Rescue personnel, drive the residential neighborhoods of Northfield collecting canned goods which they donate to the Northfield Food Shelf for those in need of food.

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 the scene unfold before their eyes.

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

Bingo at Dawn's Corner Bar: 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.

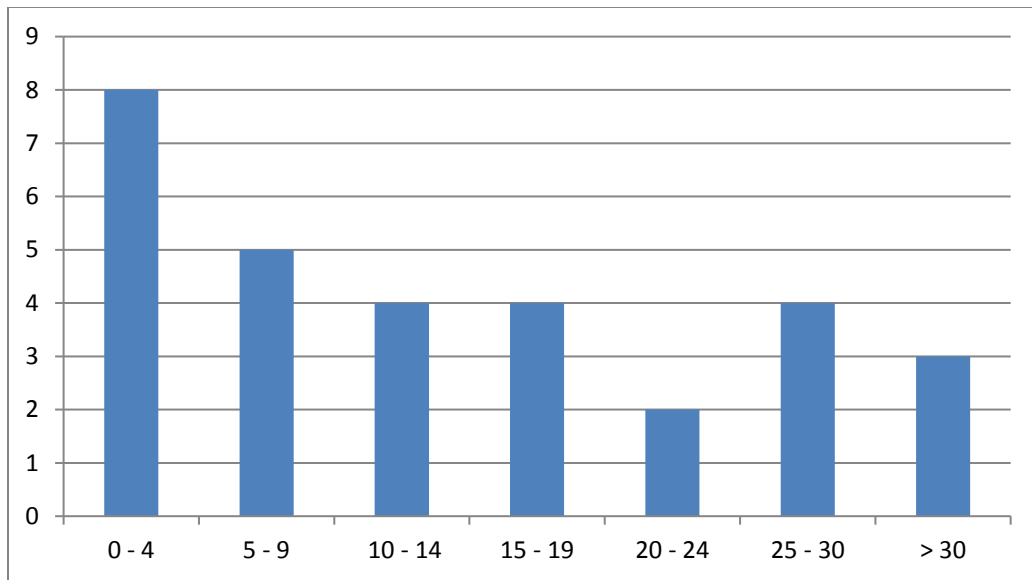
ORGANIZATION CHART



OFFICERS AND FIREFIGHTERS

Position	Name	Years of Service (as of 1/1/17)
Fire Chief	Gerry Franek	31
Secretary & Treasurer	Brian Redfield	14
1 st Assistant Chief	Jeff Machacek	43
2 nd Assistant Chief	Tom Nelson	28
1 st Fire Captain	Jesse Faust	18
2 nd Fire Captain	Sean Simonson	14
Rescue Squad Captain	Aramis Wells	16
Firefighter	Mike Kruse	43
Firefighter	T.J. Dvorak	28
Firefighter	Pete Jirik	28
Firefighter	Corey Stadler	26
Firefighter	Wade Canedy	22
Firefighter	Mark Etzel	20
Firefighter	Brian Ims	18
Firefighter	Shane Morsching	18
Firefighter	Ostberg	14
Firefighter	David Hoban	14
Firefighter	Dean Erickson	7
Firefighter	Josh Hall	7
Firefighter	Tommy Mulligan	7
Firefighter	Andrew Tussing	7
Firefighter	Jeremy Weber	7
Firefighter	Steve Noreen	4
Firefighter	Justin Rabolle	4
Firefighter	Chad VanZuilen	4
Firefighter	Michael Hodne	1
Firefighter	Bob Sabayan	1
Firefighter	Travis Smith	1
Firefighter	Darrin Stowe	1
Firefighter	Bart Wiese	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. The NAFRS Board 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

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 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 hoses deployment



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



8110 Off-Road Rescue Ambulance, 2002

Number	8110
Type	Ambulance, 4WD
Year Acquired	2002
Use	Basic life support, victim transport, EMS support



8120 Heavy Rescue, 2000, 9000 watt light tower, command center

Number	8120
Type	Heavy Rescue
Year Acquired	2000
Use	Rescue, hazmat, incident command center

Two of the trucks are considered unreliable or inadequate for a variety of reasons, summarized below, and are scheduled for replacement. 8115 will be replaced in the summer of 2019. The Rescue Squad is undertaking a fundraising campaign to replace 8120 in 2020.

Truck	Description	Issues
8115	Second in, requires hydrant, pumper	Cannot deliver foam, no scene lighting, no mounted nozzle meaning hose must be deployed to deliver water on the fire.
8120	Heavy Rescue	Outdated extraction tools. Multiple recurring problems with electrical and hydraulic systems.

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 has 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.

FINANCES

STATEMENT OF OPERATIONS

FOR THE YEAR-TO-DATE ENDED DECEMBER 31, 2016

			VARIANCE
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>FAV. (UNFAV.)</u>
REVENUES:			
Misc. Revenues	\$562.14	\$0.00	\$562
Member contributions-Operations	<u>\$525,000.00</u>	<u>\$525,000.00</u>	<u>\$0</u>
Total Revenues	\$525,562.14	\$525,000.00	\$562
EXPENSES:			
Human Resources-			
Gross payroll	\$169,431.06	\$150,000.00	(\$19,431)
less, Elko Speedway Personnel Reimb.	(\$6,587.96)	\$0.00	\$6,588
Payroll taxes	\$13,094.36	\$12,996.00	(\$98)
PERA retirement	\$2,371.50	\$2,520.00	\$149
Workers Compensation Insurance	\$41,279.96	\$39,996.00	(\$1,284)
Group Disability Insurance	\$817.68	\$780.00	(\$38)
Background checks	\$0.00	\$0.00	\$0
Employee vaccinations, etc.	\$0.00	\$0.00	\$0
Other budgeted line items	<u>\$5,564.90</u>	<u>\$6,708.00</u>	<u>\$1,143</u>
Total Human Resources	\$225,971.50	\$213,000.00	(\$12,972)
Facility-			
Utilities-electricity	\$16,688.35	\$15,996.00	(\$692)
Utilities-natural gas	\$5,702.38	\$12,000.00	\$6,298
Utilities-water/sewer/storm	\$1,589.51	\$1,992.00	\$402
Outside services-refuse	\$1,846.15	\$2,004.00	\$158
Outside services-lawn/snow removal	\$2,655.00	\$5,004.00	\$2,349
Outside services-cleaning	\$4,361.44	\$5,004.00	\$643
Building maintenance & repairs	\$15,177.10	\$35,004.00	\$19,827
Security Monitoring	\$0.00	\$996.00	\$996
Supplies	\$1,114.45	\$3,000.00	\$1,886
Insurance	\$14,005.01	\$12,000.00	(\$2,005)
Facility Rent	\$20,011.00	\$20,004.00	(\$7)
Miscellaneous	\$0.00	\$0.00	\$0
Other budgeted line items	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0</u>
Total Facility	\$83,150.39	\$113,004.00	\$29,854

Equipment-			
Small equipment purchases	\$15,080.71	\$15,000.00	(\$81)
General supplies	\$1,053.81	\$12,000.00	\$10,946
Repairs & maintenance-general	\$5,991.02	\$3,000.00	(\$2,991)
Equipment rent	\$0.00	\$0.00	\$0
Other budgeted line items	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0</u>
Total Equipment	\$22,125.54	\$30,000.00	\$7,874
Fleet-			
Fuel/oil/lubricants	\$5,441.02	\$6,000.00	\$559
Repairs and maintenance	\$25,612.51	\$20,004.00	(\$5,609)
Insurance	\$11,690.00	\$12,000.00	\$310
Small equipment purchases	\$0.00	\$0.00	\$0
Supplies	\$2,156.57	\$0.00	(\$2,157)
Other budgeted line items	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0</u>
Total Fleet	\$44,900.10	\$38,004.00	(\$6,896)
Education & Training-			
Conference & Seminar/School Fees	\$900.00	\$0.00	(\$900)
Lodging	\$2,505.51	\$0.00	(\$2,506)
Per Diems, mileage, other travel	\$0.00	\$0.00	\$0
Other education & training costs	<u>\$8,426.76</u>	<u>\$20,004.00</u>	<u>\$11,577</u>
	\$11,832.27	\$20,004.00	\$8,172
Communications/I.T.-	\$5,914.71	\$12,000.00	\$6,085
General Insurance (liab/excess)-	\$3,671.68	\$3,996.00	\$324
General & administrative-			
Professional Services-HR/Payroll	\$29,957.05	\$30,000.00	\$43
Professional Services-Legal	\$16,380.00	\$15,000.00	(\$1,380)
Professional Services-Accounting & Audit	\$10,525.00	\$12,000.00	\$1,475
Professional Services-Other	\$54,117.25	\$0.00	(\$54,117)
Memberships & Dues	\$995.00	\$0.00	(\$995)
Office Supplies	\$2,841.53	\$996.00	(\$1,846)
Small Equipment purchases	\$0.00	\$0.00	\$0
Equipment leases	\$0.00	\$0.00	\$0
Business software	\$0.00	\$0.00	\$0
Postage/Delivery	\$183.09	\$996.00	\$813
Subscriptions	\$184.00	\$0.00	(\$184)
Board expenses	\$2,063.87	\$3,000.00	\$936

Miscellaneous (advertising, promotion.)	\$553.61	\$3,000.00	\$2,446
CONTINGENCY RESERVE	<u>\$0.00</u>	<u>\$30,000.00</u>	<u>\$30,000</u>
Total general & administrative	<u>\$117,800.40</u>	<u>\$94,992.00</u>	<u>(\$22,808)</u>
TOTAL EXPENSES-OPERATING	<u>\$515,366.59</u>	<u>\$525,000.00</u>	<u>\$9,633</u>
EXCESS OF REVENUES OVER EXPENSES-OPS	\$10,195.55	\$0.00	\$10,196

BALANCE SHEET-OPERATING FUND**As of December 31, 2016**

	<u>12/31/2016</u>	<u>12/31/2015</u>	<u>12/31/2014</u>
ASSETS:			
Current Assets-			
Cash-Operating Fund	\$26,491.23	\$129,876.94	\$33,927.93
Cash-Money Market	\$72,985.30	\$0.00	\$0.00
Petty Cash-Operating Fund	\$211.60	\$200.00	\$0.00
Certificate of Deposit, CRB-Operating Fund	<u>\$15,059.56</u>	<u>\$15,007.50</u>	<u>\$15,000.00</u>
Total Cash	\$114,747.69	\$145,084.44	\$48,927.93
Accounts Receivable (Deferred revenue)	\$0.00	\$101.68	\$0.00
Prepaid Insurance/Rent Expense	<u>\$30,927.30</u>	<u>\$16,266.73</u>	<u>\$27,394.70</u>
Total current assets	\$145,674.99	\$161,452.85	\$76,322.63
 TOTAL ASSETS	 \$145,674.99	 \$161,452.85	 \$76,322.63
 LIABILITIES & FUND BALANCE:			
LIABILITIES:			
Current liabilities-			
Payroll clearing account	\$0.00	\$0.00	\$159.60
Accrued payroll, taxes, benefits	\$15,459.21	\$10,659.22	\$7,751.81
Accrued expenses	\$0.00	\$0.00	\$0.00
Accounts payable-Operating Fund	<u>\$14,091.63</u>	<u>\$9,866.03</u>	-
Total current liabilities	<u>\$29,550.84</u>	<u>\$20,525.25</u>	<u>\$7,911.41</u>
TOTAL LIABILITIES	\$29,550.84	\$20,525.25	\$7,911.41
 FUND BALANCE:			
Prior Year Fund Balance	\$140,927.60	\$51,438.10	\$0.00
Member Contributions	\$525,000.00	\$507,500.25	\$169,000.00
Transfer to Capital Fund from Op.-Truck Purchase	(\$34,999.00)	\$0.00	\$0.00
Less operating expenses, net	<u>(\$514,804.45)</u>	<u>(\$418,010.75)</u>	<u>(\$117,561.90)</u>
Excess of contributions over expenses	<u>(\$24,803.45)</u>	<u>\$89,489.50</u>	<u>\$51,438.10</u>
TOTAL FUND BALANCE	<u>\$116,124.15</u>	<u>\$140,927.60</u>	<u>\$51,438.10</u>
TOTAL LIABILITIES & FUND BALANCE	\$145,674.99	\$161,452.85	\$59,349.51

<i>BALANCE SHEET-CAPITAL FUND:</i>	<u>12/31/2016</u>	<u>12/31/2015</u>
ASSETS:		
Cash	\$0.00	\$0.00
Receivable (Payable)	\$0.00	\$0.00
Fixed asset-Air Pack Equipment	\$232,114.00	\$232,114.00
Fixed asset-Used Aerial Platform #8128	\$365,699.00	
Fixed asset-New Pumper #8125	\$553,211.00	
Less accumulated depreciation	<u>(\$64,853.00)</u>	<u>(\$5,802.00)</u>
Net fixed assets	<u>\$1,086,171.00</u>	<u>\$226,312.00</u>
TOTAL ASSETS	\$1,086,171.00	\$226,312.00
LIABILITIES & FUND BALANCE:		
Accounts payable	<u>\$0.00</u>	<u>\$0.00</u>
Capital Fund Balance	<u>\$1,086,171.00</u>	<u>\$226,312.00</u>
TOTAL LIABILITIES & FUND BALANCE	\$1,086,171.00	\$226,312.00

Capital Equipment Plan 2018 – 2027

Type	Year	No.	2017	2018	2019	2020	2021
Aerial Ladder	2013	8118					
Pumper	1987	8115			\$550,000		
Elevating Platform	2004	8128					
Heavy Rescue	2001	8120					
Grass Rig	2011	8113			\$70,000		
Pumper	2017	8125					
Tanker	2005	8126					\$250,000
Tanker	2009	8116					
TOTAL			\$0	\$0	\$620,000	\$0	\$250,000

Type	Year	No.	2022	2023	2024	2025	2026
Aerial Ladder	2013	8118					
Pumper	1987	8115					
Elevating Platform	2004	8128					
Heavy Rescue	2001	8120					
Grass Rig	2011	8113					
Pumper	2017	8125					
Tanker	2005	8126					
Tanker	2009	8116			\$250,000		
TOTAL			\$0	\$0	\$250,000	\$0	\$0

Budget Projections 2017 – 2018

	2017	2018
Operations	\$525,000	\$525,000
Capital Equipment	0	22,000
Facility Renovation	0	0
Total	\$525,000	\$547,000