



AGENDA – REGULAR MEETING
6:00 p.m., May 22, 2018

Public Safety Advisory Committee

- 1. CALL TO ORDER, CITY ADMINISTRATOR RILEY GRAMS**
- 2. ELECTION OF CHAIR**
- 3. ROLL CALL**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES**
 - A. PSAC Minutes of August 21, 2018
- 6. DEPARTMENT UPDATES**
 - A. Fire Department, Chief Mike Phenow
 - Overall Department Summary
 - Staff Updates
 - Call Summary
 - Equipment Updates
 - Training Schedule Update
 - Daytime Responder Status
 - Utility Pickup Truck
 - Fire Department Facility Updates
 - Technology Upgrades
 - Summary of Plan for OFDRA Donation
 - Dispatching Procedures
 - Grants
 - B. Police Department, Chief Shane Mikkelson
 - Staff Updates
 - Overall Department Summary
 - Call Summary
 - Equipment Updates
 - Discuss Additional Full Time Position
 - Discuss Police Body Cameras
 - 2019 Night to Unite
 - LiveScan Software
 - Ordinance Related to Marijuana Dispensaries
 - On-Street Handicap Parking Spaces
 - New Vest Carriers
 - Officer Wellness
- 7. REPORTS OR COMMENTS: Staff, Chair, & Commission Members**
- 8. ADJOURNMENT**



Public Safety Advisory Committee Meeting Item

Agenda Item: ELECTION OF CHAIR

Meeting Date: April 22, 2019

Prepared by: Riley Grams, City Administrator

Attachments: Resolution Enabling the Public Safety Advisory Committee

Policy Consideration:

Consider electing a Chairperson of the Public Safety Advisory Committee.

Background:

Each year, the Osseo Public Safety Advisory Committee shall elect a Chairperson to preside over the PSAC meetings. According to Resolution 2016-70 Amending the Public Safety Advisory Committee (which is attached), the Chairperson must be selected from one of the two Councilmembers who serve on this Committee. The two current Councilmembers who serve on the PSAC are:

Larry Stelmach

Juliana Hultstrom

The PSAC should consider both Councilmembers to serve as Chair of the Committee, followed by the motion to elect one of the two as the Chair of the Public Safety Advisory Committee.

Options:

The City Council may choose to:

1. Motion to elect _____ as Chair of the Osseo Public Safety Advisory Committee;
2. Table action on this item for more information.

Recommendation/Action Requested:

Staff recommends the Committee to motion to elect a Chairperson to the Committee.

Resolution No. 2016-70

AMENDING PUBLIC SAFETY ADVISORY COMMITTEE

WHEREAS, the purpose of the Osseo Police and Fire Departments is to protect the health and safety of the Osseo residents, businesses, and visitors, and the general welfare and property of citizens; and

WHEREAS, the City Council is interested in promoting the transparency of government, and realizes the importance of citizen involvement in local discussions of policy and decision making; and

WHEREAS, Osseo citizens can be additional eyes and ears of public safety personnel throughout the community; and

WHEREAS, Osseo citizens are concerned about their community, their neighborhoods, and their tax dollars, and want to be involved in advising the City Council on public safety issues; and

WHEREAS, this Resolution replaces the Resolution No. 2010-17 which created the Osseo Public Safety Advisory Committee;

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Osseo, County of Hennepin, State of Minnesota, hereby maintains a Public Safety Advisory Committee composed of two members of the City Council, two Osseo residents, and two Osseo business owners or employees, all who shall be appointed by the City Council;

BE IT FURTHER RESOLVED the Public Safety Advisory Committee:

- Shall meet at City Hall as needed;
- Shall elect one of the Councilmembers as Chair;
- Shall report on the Committee's activities to the City Council at the Council's next meeting following the Committee's meeting;
- Shall accept items to the agenda from its members, the public, and City employees;
- Shall keep a record of its meetings in the form of minutes;
- Shall conduct open public meetings at all times and post such notice;
- Shall accept and encourage the attendance of the Police Chief, Fire Chief, and/or Public Safety Coordinator at each Committee meeting.

Adopted by the Osseo City Council this 24th day of October, 2016.

The motion for the adoption of the foregoing resolution was made by Councilmember Schulz, seconded by Councilmember Johnson, and upon vote being duly taken thereon, the following voted in favor thereof: Councilmembers Harold E. Johnson, Duane Poppe, Mark Schulz, Larry Stelmach, and Anne Zelenak,

and the following voted against the same: None,

and the following were absent: None,

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
COUNTY OF HENNEPIN) SS.
CITY OF OSSEO)

We, the undersigned, being the duly qualified Mayor and Clerk of the City of Osseo, Hennepin County, Minnesota, a Minnesota municipal corporation, hereby certify that the above and foregoing Resolution No. 2016-70 is a true and correct copy of the Resolution as adopted by the City Council the 24th day of October, 2016.

Duane E. Poppe, Mayor

LeAnn Larson, City Clerk

**OSSEO PUBLIC SAFETY ADVISORY COMMITTEE
MINUTES**

1. CALL OF ORDER

City Administrator Riley Grams called the meeting of the Public Safety Advisory Committee to order at 6:04 p.m. on Tuesday, August 21, 2018.

2. ROLL CALL

Committee members present: Juliana Hultstrom, Councilmember Harold Johnson, Gary Current, and Thomas Hartkopf

Committee members absent: Councilmember Larry Stelmach

Staff present: City Administrator Riley Grams, Police Chief Shane Mikkelsen, and Fire Chief 2 Derrick Haug.

Others present: Police Officer Heather Starry

3. Approval of Agenda

A motion was made by Johnson, seconded by Hartkopf, to approve the agenda. The motion carried 4-0.

4. Approval of Minutes

- a. October 18, 2016
- b. March 28, 2018

Committee Members Hultstrom stated there was a correction for 7A the October 18, 2016 minutes under Staff Report Hultstrom. The word “resents” should be replaced with “presence”.

A motion was made by Hultstrom, seconded by Johnson, to approve the October 18, 2016 minutes. The motion carried 4-0.

A motion was made by Hultstrom, seconded by Johnson, to approve the March 28, 2018 minutes. The motion carried 4-0.

5. Department Updates

A. Fire Department - Fire Chief 2 Derrick Haug

Staff Updates

Haug stated the Fire Department is currently sitting at 23 members out of the possible 30 the Fire Department can have. Haug stated the Fire Department has hired two new members since the last time the committee met. Nathan Dahl and John Hegstrand. Both applicants will be daytime responders. Haug stated the Fire Department is currently in the midst of their hiring period. Once a year the Osseo Fire Department along with and other neighboring work together through the hiring process with testing each applicants with the general requirement with the job.

Haug stated that Maple Grove Fire Department will conduct the physical ability test which Osseo Fire Department applicant will be able to participate in. Haug stated the Fire Department has a great core group of members.

Johnson asked for Haug if the department has trouble covering call with then the Fire Department is so low in members. Haug responded that on bigger weekends such as Memorial and Lions Roar the Department will run shifts that way the city is covered.

Hultstrom asked if the Fire Department Officers are also around on the weekend. Haug responded the Fire Department Officer communicate to each other when they will be out of town so they can make sure they have coverage.

Overall Department Summary

Haug stated the department's moral is good and this is because the department has such a good core group of members. Haug stated there is no shortage of members stepping up to the plate when it comes calls or if they are asked to perform other duty within the city.

Hultstrom asked if the department has standards that have to be met in order to be on the department roster. Haug responded yes. He said to be hired there are some metrics such as response time, monthly meetings, drills and calls. The departments wants to make sure their members are active within the department.

Hultstrom asked if the Night to Unite brought in any applicants for the department. Haug responded the 5 Central Apartment has brought in a few applications however the department is hoping that more will come in and apply. He stated that every year the department averages about 3 or 4 viable candidates that either live or work in town. Haug stated the department like to utilize large events happening in the city as a way to let them know the Fire Department is hiring.

Johnson stated there is a lot more training that goes then it was 25 years ago. Haug stated that times have changed and that is why they like to sit and talk with the applicant so they know what to expect.

Hultstrom stated she wasn't aware the Fire Department covered the training. Haug responded they Fire Department has been lucky for the last 3 or more years to have the training covered by state funding that covers 100% of the training.

Daytime Responder Status

Haug stated the daytime responder is always something that is on the department's radar. Most of the Firefighters live in the community and work outside the community which makes daytime response a challenge. He stated they currently have a few that are available however any member you can put on as a daytime responder is a great boost. However with that being said our surrounding departments are willing to help when needed.

Councilmember Johnson asked if medical where the departments big problem. Haug responded yes however with medical North is stage close by and are usually on since with the Police and fire departments within minutes.

Call Summary

Haug stated he provided last three mouths of call activity reports in the PSAC packet. He stated the department has seen a spike in calls. The majority are medicals which is the nature of our

community. Haug stated the department gets the occasionally accident. The department has been fortunate to have any structural fires. Haug stated the department has help out with other agencies in the surrounding community's.

Hultstrom asked if one of the calls on the report that was label assist was helping another department. Haug answered yes. He like to record on the reports where and how the department responded.

Hultstrom asked about the list labeled assist. Haug answered that column is miscellaneous. He stated that the department gets called on multiple things such as a lift assist. He stated the list would get long if they put them all in a column.

Hultstrom asked if the mutual aid mean they assist another agency. Haug answered yes the mutual aid category is when they help another department.

Johnson ask how the department's relationship is with the new Fire Chief in Brooklyn Park. Haug answered that Chief Pat McGrane has been in contact with him and they are working out the logistics of changes responses and box alarms. He stated he doesn't know a lot of the detail regarding that but he does know there has been communication.

Equipment Update

Haug stated since the last PSAC meeting the department took ownership of a new SCUBA equipment. Haug stated the department ordered thermos imaging camera that can be install right on the SCUBA equipment. These cameras will help with the personal safety of the Fire Fighter.

Haug stated the Fire Department has a company come in and do annual hose testing to make sure the fire hose is safe.

Grams stated he forgot to include the Fire Departments bunker gear replacement. He stated that Chief McGrane plans to replace a couple sets of bunker gear coming up in the next year and he is working with the Chief to budget to get 3 replaced per year until they are all replaced.

Johnson asked what bunker gear was. Haug replied they are the pants and the coat that Fire Fighter wear with thermos barrier. The thermos barrier starts to break down over time so they need to be replaced.

Grams asked what the Fire Department does with the old SCUBA equipment. Haug replied the Chief McGrane was in contact with a Fire Department in Northern Minnesota that needed to replace their equipment. The Fire Department sold their old equipment to that fire department.

Training Schedule Update

Haug stated out of the 23 members the department has great turn out with their training. Captain Mike Phenow has done a great job with setting up training that gets the members involved.

Haug stated the department is in the very early stages of talks of getting an intermodal trailer container to house somewhere in the city. This equipment would be used as a burn trailer for the department to use for training.

Haug stated the department has been looking into the future vehicle department needs. The department has formed a committee to replace the current Utility Truck however after discussions

with the city the department started to looking into other future needs and what truck will need to be replaced.

Johnson stated the Old Rio is always a hit with the kids. Haug responded yes that is always the fun to drive in the parades.

B. Police Department – Police Chief Shane Mikkelson

Staff Updates

Mikkelson stated the department currently had 5 full time officers, 5 part time officers, 4 reserves and Office Manager Felicia Wallgren. Mikkelson stated there has not been a lot of turn over except in the part time ranks. The department use to have 10 part time officer however they are down to 5. Mikkelson stated the department just hired 2 part time officer. Both officers come from the Brooklyn Park Police Department and have had many years on the job.

Hultstrom asked if that made the part time with a final number of 5 or would that put the department at 7. Mikkelson replied that would make 7.

Mikkelson stated that he is looking to possibly promoting 1 maybe 2 reserves to part time Police Officers and he will look at that when the time comes.

Overall Department Summary

Mikkelson stated the department had a very busy year. The department is having more involved cases. The officers are working and holding caseloads while doing their patrol duties.

Mikkelson stated it has helped having the traffic car on the streets this summer.

Mikkelson stated the department has been working really hard and he is proud of the way they have handled themselves with doing investigative stuff. He stated the department use to send a majority of the cases to Hennepin County but the department is able to cut down on that because the officer are investigating their own cases.

Mikkelson stated he doesn't see the department slowing down because downtown is busy and with the new developments and redevelopment that are taking place around town.

Call Summary

Mikkelson stated he attached the call summary to the PSAC packet. He asked the committee if they had any questions.

Mikkelson stated the report is not fun to look at but the department does do a lot of traffic, spot checks, and residential checks.

Mikkelson stated the department has had a lot of suspicion calls, traffic complaints and several warrant arrest/drug arrest.

Equipment Update

Mikkelson stated the department is looking at replacing Squad 665 in January of 2019. The department will be putting the bid together for city council to approve.

Johnson asked if the squads are replaced every two years. Mikkelson replied it was every 4 years.

Johnson asked if they means the oldest squad goes off rotation and the one being replaced will be used as the reserve. Mikkelson replied said yes. They will strip the oldest car for everything they can use and it will be placed on the new car.

Hultstrom asked if the department sells the old squads. Mikkelson replied the department auctions off the old squads. The money made then will go back to help pay for the new squad.

Johnson asked what the department's policy is on confiscated cars and if the department has any at this time. Mikkelson replied the department does have a confiscated car however it is being used by the department at this time.

Mikkelson stated the department will be buying two squad computers this year. He stated that usually when we replace the car we replace the computers. These computer have already been budgeted for.

Mikkelson stated the department received a \$10,000 donation from the Osseo American Legion to be used for any needs the department may have. Mikkelson stated there are a couple of things the department is looking into such as purchasing handgun for all officers in the department or ballistic shield for the officers.

Johnson asked if the department plans to have cameras on the weapons. Mikkelson stated he was not sure he liked that technology. The technology is the same as a body camera. Mikkelson stated he is waiting for the bigger agency to adopt the policy so he can see how it works.

Review Police Traffic Squad Position Statistics

Mikkelson stated the department took on a part time traffic car position this summer and received excellent results. Mikkelson asked that Officer Heather Starry break down what the position has been doing this summer.

Starry stated this position has been a great opportunity for her this summer. Starry stated her primary responsibility were addressing any citizen traffic complaint as well as traffic enforcement. Starry went over a list of complaints she received during her part time position. Starry stated the department started the Traffic Car on May 14th and ended on August 16th and during that time she had 200 traffic stops, 103 citations, 101 warnings, 14 arrests, and 175 spot checks.

Mikkelson stated that spot checks means she is checking an intersection and running radar in an area where there were speeding complaints.

Hultstrom commented it was interesting how the position got some many deeper things with the traffic stops.

Mikkelson commented that this is proactive policing and having someone dedicated to this has led to great results.

Grams asked Mikkelson to explain what the traffic car has done for the other full time police officers. Mikkelson replied this position has helped the other full time officers to do more patrolling and other duties that may be required with their position.

Johnson asked for Starry to explain how she handle the arrests such in where you take the people and who is doing the transports. Mikkelson replied it depends on how much coverage the department has at the time of the arrest.

Johnson asked if the department uses Brooklyn Park PD for booking. Mikkelsen replied no because that takes more time than going down town. Down town we can drop and go but if you go to Brooklyn Park you have to stay for the whole booking process.

Johnson asked how long the traffic car will be running for. Mikkelsen replied it is set to stop September 15th.

Hartkopf stated that as a resident he felt the extra visibility really made a difference.

Current ask if the department is looking at filling that position. Starry stated if it becomes full time then she would love to fill that position.

Discuss Additional FT Officer Position for 2019

Mikkelsen asked the committee how they would feel about another full-time police officer position that would be a full-time traffic position. Mikkelsen stated this position will feel open shift and cover some vacation request. Mikkelsen stated that this position would be two weekends a month that would cover half day and half nights and the rest of the schedule will be decided by the officer and the chief. Mikkelsen stated this position would also be able to pick up other department duties as assigned.

Mikkelsen stated a full-time officer is right around \$83,000 that is including benefits such as sick, vacation, retirement. Mikkelsen stated in order to make the numbers work the department would have to dedicate a portion of the part-time shift to the new position. This will allow the department to use a portion of the part-time budget to cover funding this new position. Mikkelsen stated the department would not need to buy any new equipment for this position.

Hultstrom replied she was all for it. Hultstrom stated she thinks it has proven itself this summer.

Johnson replied he thought it would be a great idea.

Hartkopf stated he agrees, and he thinks it has totally proven itself.

Johnson stated it is critical that we recognize the serious stuff we are taking out of the system. Johnson stated we must look at this as a benefit to our residents.

Mikkelsen stated come sit in my seat for a while. It has been a wild ride this year with the growing number that we are seeing. Mikkelsen stated what that position has done is change behaviors within our city because people are noticing and seeing the police presences.

Hultstrom stated she is building relationship with our business and that is what we need for a small town and to keep that small-town feel.

Johnson asked how many accident has the city had in the residential area. Mikkelsen stated most accident happen on Central Ave.

Hultstrom asked if the rest of the staff has been receptive of this position. Mikkelsen stated replied yes.

Hultstrom asked if the position would be a permit role or would it be a flex position. Mikkelsen stated replied the traffic car will be a 1 to 2-year commitment.

Grams commented when the position was pitch to him a while ago he was in favor of it right away as long as the budget numbers worked.

Recap 2018 Night to Unite

Mikkelson explained the 2018 Night to Unite was an awesome event. Mikkelson stated everything work out well for the event and the group that made it happen worked hard.

Johnson asked if 500 hotdogs were enough. Mikkelson replied yes it worked out fine and everyone did an excellent job.

Grams commented that he thought the event was fantastic and he spoke to the council members and all of them had fantastic remarks to say.

Grams stated he wanted to thank the Fire Department and all of the volunteers for their help with the event.

Discuss Renaming Police Department Building Addition

Mikkelson stated the department had an Officer killed on November 1st 1916 Officer James L Gardner and the department would like to rename our police department building as the James L. Gardner Police Department. Mikkelson stated it really would not change anything except there will be a plaque on the wall.

Hartkopf stated maybe it should be title Police Facility or Building that way there is not confusing.

Johnson stated he was thinking the same thing he would rather have it called the building other than Police Department because that would be confusing. Mikkelson stated he agrees.

Grams stated we would just to a ceremonial dedication to Marshal Gardner where we would invite member of the local media, council member and city staff.

C. Administration Department - City Administrator Riley Grams

Backup Generator

Grams stated the city is getting closer for council approval for the generator project. Grams stated the council reviewed the plans and walked around to see where everything would be located and now they are finalizing plans. Grams stated the project should be on the August 27th council agenda. Grams state the city currently has roughly \$150,000 budgeted for this project through the Capital Improvement plan and it appears we are coming in right around that mark. Grams stated the city did receive a grant from Center Point Energy for \$2500. Grams stated for the installation the city will have about 4 hours down time and I have discussed this with the police and fire departments to find out what their needs are. Grams stated the IT department has been notified because the server will be going down so they are aware in case there are any issues. Grams stated once they figure out a date and a time they will communicate with everyone involved.

Johnson asked if the generator will be under the water tower. Grams stated its in between the legs but not really in the middle.

Grams stated he did make sure that the generator placement would not prevent the city of getting grants for the water tower.

Special Needs Child Sign

Grams stated we had a resident that lives in the Apartments on 6th Ave that has a child living with her that has special needs and she requested that a sign be placed near the apartments to alert driving of possible special needs children playing the area. This resident has since moved out. Grams asked the committee if they wish to have that sign removed.

Hultstrom stated to take it down.

Markings for Central Ave

Grams stated the city has been working with the City Engineers to come up with some new markings for Central Ave in the crosswalks. Grams stated this should help to improve our crosswalk paintings/markings. Grams presented the committee with pictures of the different styles and said that he recommends the continental style.

Hultstrom asked if the crosswalk markings will be reflective. Grams replied yes there are several different types which have several different costs associated with it.

Hartkopf stated he thinks the continental is the way to go.

Johnson stated he also thinks the continental would be the easiest to put on.

6. Staff Reports or Comments:

Grams introduced the newest member of the PSAC Committee Brenda Link.

Link stated she wanted to join the committee because it seemed like it would be interesting. She stated she has worked in the City of Osseo for 3 years at Comfort Keepers and thinks this is a great way to be introduced and work with to the Fire department, Police Department and the City. Link stated Comfort Keepers is thinking of purchasing more Fire for Life and is wondering if the Fire Department would like to have some. Haug replied yes, they would love to have more as the department is currently looking into getting more.

Grams stated the minutes will start being done by TimeSavers Secretarial Service in 2019.

A motion was made by Hartkopf, seconded by Current, to adjourn the meeting at 8:17 p.m.

Respectfully submitted by Felicia Wallgren.



Public Safety Advisory Committee Meeting Item

Agenda Item:	Fire Department
Meeting Date:	April 29, 2019
Prepared by:	Mike Phenow, Fire Chief
Attachments:	2019 Firefighter Hiring Schedule Becoming an Osseo Firefighter: What to Expect Call Summary Sept 2018 – Apr 2019 Repair Estimates for Engine 11 OFD Training Schedule 2019 GTA / Front Line Quote Midway Ford Quote F-150 6.5' Box Midway Ford Quote F-250 8' Box Radco Quote Action Fleet Quote Kentco Signs Quote Alex Air Apparatus Quote Halligan Proposal for Osseo Fire Department Rescue Hub – Pricing and Implementation Osseo FD 2019 OFD Facilities Improvement Plan Cost Summary Analysis of Incident Types 2014-2018

Department Summary

The department continues to operate efficiently and effectively thanks to the dedication of its members. Many firefighters turned out to help make our recent Easter Egg Hunt another successful community event, despite the late spring snow-cover. Call volume has been higher than is typical historically.

Operations have continued smoothly in the wake of some significant personnel changes. Many members have stepped up to take on more responsibility and move into more senior roles.

We face a number of challenges, as I'll detail below, but everyone is pitching in to help us tackle them.

Staff Updates

Current Staff		Changes Sept 18 – Apr 19		Position Changes Sept 18 – Apr 19		
Officers	8	Hires	1	Person	Previous	New
Chief Officers	2	Resignations	4	Patrick Lundgren	Applicant	Recruit
Captains	2	Net Change	-3	Michael Lisbon	Recruit	Resigned
Lieutenants	4	2019 Recruiting Funnel		Nathan Dahl	Recruit	Resigned
Firefighters	12	Applied	1	Mike Sable	Lieutenant 14	Resigned
Probationary	0	Interviewed	0	Pat McGrane	Chief	Resigned
Recruit	1	Passed Screening	0	Mike Phenow	Captain 12	Chief
Total Current Staff	21	Approved by Council	0	Billy Evans	Lieutenant 12	Captain 12
Target Staff	30			Chad Boelke	Lieutenant 14	Lieutenant 12
				Troy Stalcar	Firefighter	Lieutenant 14

The last few months have seen a lot of change on the department. A new firefighter was hired in late September. Two recruits and a lieutenant resigned in December. Chief McGrane resigned at the end of the year and I was promoted to chief. We then internally posted and filled the vacated captain and lieutenant positions. To ensure a thorough and fair promotion process, I developed a new interview and scoring method for internal promotions, which worked well. With a target staff of 30 and a current staff of 21, our top priorities are recruiting and retention. We have developed a 2019 Firefighter Hiring Schedule (see attached). This was constructed by starting from the expected class start dates and working backwards. This gives us a 4-month period starting on the Easter Egg Hunt and ending 1 week after Night to Unite during which we can make a concerted effort to solicit applications.

We had a table set up at the Easter Egg Hunt with applications, the 2019 hiring schedule, and a new “What to Expect” document (see attached). Unfortunately, nobody could be convinced to take an application, but maybe it at least piqued a few people’s interest. I updated the “Join the Osseo Fire Department” page on the city website to include this information and more. We plan to promote the position often on Facebook and the Gateway Sign. Lieutenant Tom Dahl generously refurbished our “Firefighters Wanted” sign, which has been placed on the corner of Central and 4th. We plan to promote the position at Night to Unite in August. If we do not start to receive enough qualified applicants by mid-Summer, we will consider other recruiting options, including a targeted mailing, open house, etc. Following the close of the application period, we plan to run a coordinated, hands-on process for interviewing, selecting, screening, hiring, onboarding, and training new recruits. We’ve often struggled to get applicants through the hiring process and recruits through their first year. Executing those steps well should help ensure better retention during that critical first year.

Call Summary

See attached for a summary of calls by incident type for September 1st 2018 through April 17th, 2019. We saw an increase in calls for trouble breathing during the middle of winter when pneumonia was going around. We also responded to a number of fire alarms that were actually burst sprinkler pipes in the days following the deep freezes in January and February.

Equipment Updates

SCBA (Self-Contained Breathing Apparatus) Testing was performed in January by Emergency Response Solutions. No issues were found. The pumps on Engine 11 and Tanker 11 were both tested in March. Both pumps passed. Despite operating in ranges sufficient for passing the test, 3 discharges on Engine 11 were found to be leaking vacuum. We’ve received an estimate of \$1,525 for repairing those three items (see attached). We propose getting them repaired to

minimize the risk of responding to a fire and being unable to efficiently pump water. Rescue 11 has been having some issues with the Diesel Particulate Filter (DPF) needing to be “regenerated.” After consulting with some folks, it seems that the issue arises because it does not get driven at highway speeds often enough. The fact that it is mostly limited to “city” driving within the city limits causes soot build-up in the filter. Driving it regularly at highway speeds, even for short periods, is enough to clear it out. We will be having people take it out for a quick “lap” after calls to keep it in good working order. A typical “lap” would be County Road 81 to Zachary to 610 to 169 to 85th to 81 and then back to the station. FireCATT is scheduled to come out to perform annual hose and ladder testing on Saturday, June 22nd. Emergency Apparatus Maintenance is schedule to come out to perform annual testing on our hydraulic extrication tools on May 21st.

Training Schedule Update

The 2019 training schedule was set in late 2018 (see attached). We work closely with FIRE, Inc. to provide many of our core training courses. Much of the cost of these training courses is covered by a grant received from the Minnesota Board of Firefighter Training and Education (MBFTE). For the 2018-2019 state fiscal year, we received a grant award allowing us to submit training invoices for reimbursement up to \$4,715 (and sometimes more if there are unused funds from other departments). We always use our full grant amount.

These core topics cover many of our recertification requirements for both fire and EMS certifications. We supplement these courses with other training courses, both in-house and from outside sources. In April, we attended a joint training hosted by Osseo PD and presented by Dr. Paul Nystrom, covering a range of health and wellness topics. In May, trainers from the MN Fire Initiative (mnfireinitiative.com) will be putting on a course for us, covering cardiac risk, emotional trauma issues, and cancer risk. This is covered by grant money received by the MN Fire Initiative aimed at giving this presentation to every department in the state. In October, our Fire Inspector, Hugh Heidt will be putting on a training covering some of the “target hazards” in Osseo to discuss special considerations, unique challenges and hazards, water supply, pre-plans, etc.

Daytime Responder Status

Daytime response is always a concern on paid-on-call fire departments, as the majority of responders tend to live near the station and have a daytime job that takes them outside of the response area. We have been fortunate to hire and retain a dedicated and reliable group of responders with diverse working arrangements. I’ve analyzed our calls for the period 9/1/18 through 4/17/19 and found only a negligible difference between our Weekday Daytime response numbers and our Nights & Weekends response numbers, as shown below:

Response Period	Period Definition	Number of Calls	Average # of Personnel Responding	Median # of Personnel Responding
Weekday Daytime	Mon-Fri 6am-6pm	111	6.7	6
Weekday Nighttime	Sun-Thurs 6pm-6am	58	7.9	7
Weekend Daytime	Sat-Sun 6am-6pm	45	7.8	8
Weekend Nighttime	Fri-Sat 6pm-6am	30	6.6	6
Totals		244	7.2	7

A number of factors account for this. We have some responders that work in the response area and can respond from work. Some responders work 2nd or 3rd shifts at their primary job or work weekends. Others have non-standard schedules like paramedics or full-time firefighters. Still others have seasonal jobs that result in greater availability in the winter months. This balance can shift rapidly with staff turnover, seasonal factors, job changes, and more. We will continue to keep a close eye on it and will continue to place an emphasis on daytime responders in our recruiting efforts.

New Utility Truck

The Fire Department currently has a truck designated Utility 11 (11 refers to “station 1, unit 1”). It is a converted bread truck from many decades ago. It serves a number purposes: it carries our SCBA fill station, it carries extra SCBA harnesses and tanks, it carries our firefighter rehab supplies, it carries miscellaneous tools and supplies, and it has seating to transport a crew of firefighters.



This truck has served us well over the years, but is severely showing its age. It increasingly requires extra care and maintenance. It often does not run well. We have reached the point where it doesn't make sense to continue to spend money getting it repaired over and over again. For the past few of years, there has been an item in the Capital Improvement Plan to replace this truck. The Equipment CIP has a line item to replace this truck in 2019 with a budget of \$77,250. Factored into the equipment CIP is an assumption of continued donations from the OFDRA. The assumption for 2019 was a donation of \$30,000. At the council meeting on 1/28/19, the council accepted a donation from the OFDRA for \$75,000, \$30,000 of which is intended for this purpose.

The fire department convened a committee to research various options for a replacement utility truck. At the direction of the City Administrator, we sought estimates for both 1) a fully-outfitted truck from a company that builds such vehicles and 2) a truck that we outfit by obtaining a truck through the state bid process and then having various vendors and contractors supply various parts and labor as necessary. The committee conducted extensive research and gave careful consideration to the type of truck that would best suit our needs and have the longest service life for our usage patterns. The consensus was that a standard crew-cab gasoline pickup truck with a topper was the most cost-effective approach to meet our needs.



The committee first found a truck under the first option (a pre-built truck). They found one listed on the Fenton Fire website (a broker of used fire apparatus) for \$52,800. It turned out to be not a used listing, but a listing by GTA Fleet Solutions / Front Line Emergency Vehicles. After reaching out and getting more details, the committee received a quote for the same, which allowed a small amount of customization (see attached).

Next, the committee pursued quotes to build a comparable truck by first acquiring the truck through the state bid process and then equipping it using third parties as necessary. The dealer that holds the current state-bid contract for “Trucks: Pickup & Light Duty Vehicles” is Midway Ford. We received two quotes from them, one for an F-150 with a 6.5' box that came in at \$32,897.92 and one for an F-250 with an 8' box that came in at \$31,904.84 (see attached for both). The F-150 came in higher because we had to add an HD Payload package to handle the weight in the bed (topper, slide-out storage system, equipment, etc.) that would not be required for the F-250 due to its higher standard weight rating.

Next, the committee received a quote from Radco for the purchase and installation of the slide-out storage unit, topper, and winch. This came to \$6,894.85 (see attached). The committee then received a quote from Action Fleet for the purchase and installation of all of the necessary lights, sirens, and radio equipment. This came to \$8,045.60 (see attached). Finally, the committee received a quote from Kentco Signs for lettering and reflective striping. This came to \$672.03 (see attached). All told, the Ford F-150 6.5' box came to \$48,520.40 and the F-250 8' box came to \$47,517.32. The committee recommends that we proceed with the Ford F-250 option, which would leave us almost \$30,000 under the original amount budgeted in the CIP.



As part of this replacement, I would recommend that we sell both the existing Utility 11 and the Command Vehicle. The department has had a command vehicle since 2010. It is an SUV that does not have a garage space and instead remains parked in the City Hall parking lot. It gets used only occasionally, mostly to transport recruits and their gear to their fire classes. It also is beginning to show its age and its use could be served by the new truck. I propose that the proceeds from the sale of Utility 11 and the Command Vehicle be put into the equipment CIP to go towards future truck purchases. Finally, because the new truck would not be able to accommodate the SCBA fill station, I propose that we have that moved into the station. I have received a quote for that work. I will address that in the facilities improvements section below.

Fire Department Facilities Improvements

As mentioned above, the OFDRA recently made a donation to the city in the amount of \$75,000, which was accepted at the 1/28/19 City Council meeting. While \$30,000 was designated to go towards the equipment CIP for the planned fire truck purchase, it was decided that the remaining \$45,000 ought to be designated for facilities improvements. This was communicated to the city staff and the donation was apportioned to that effect. There are a number of improvements that we would like to implement using these funds.

SCBA Fill Station

As mentioned to above in the discussion of the proposed truck purchase, if we proceed with that proposal, we would need to relocate the SCBA fill station into the station. I received a quote from Alex Air Apparatus to perform that work for \$1,496.50 (see attached), provided that we can supply a forklift to assist with the moving the heavy equipment. I've confirmed with Public Works Directory Waldbillig that they could supply the forklift, given enough notice.

Garage Door Window Tint

In 2011, the garage doors on the fire station were replaced with new all-glass doors. These doors add visual appeal and showcase the department's fire apparatus. Unfortunately, they also let in a lot of ultraviolet radiation that can cause materials to wear out faster. We have noticed in recent years that gear located in certain lockers that receive direct sunlight at particular times of day have begun to wear out on the surfaces that are facing the windows. Compare the sleeves of the two bunker coats on the right to the one on the left. The red discoloration is



fading from UV radiation. This indicates that the protective properties of the garment have begun to break down.

In order to protect our firefighters and our investment in high-quality protective equipment, we recommend having UV-filtering film installed on all of the garage door windows. While the film would block 99.9% of UV rays, it would be almost 100% transparent, still showcasing the fire apparatus. We've received estimates from three vendors for \$4,284, \$4,032, and \$3,888. We're waiting on one more estimate that we're told will be close to \$3,000.



Training / Meeting Room

The room just west of the council chambers is the training and meeting room used by the fire department. It has seen decades of continuous use without renovation. In particular, much of the modern training we receive involves at least some amount of audio / visual presentation. The room is equipped with an old CRT television that is not large enough to present on from a computer. What we have to do is put up a projector screen and instructors have to bring their own projectors, as we don't have one ourselves.

A large, high-resolution flat-screen television can be purchased for around \$2,000. A computer can be easily connected to it via HDMI and used for effective audio/visual presentations. This would require us to rearrange a number of the items currently hanging on the walls. Given the condition of the walls after decades of use, it is an opportune time to have them repainted. We have one estimate for \$1,275 and are waiting on another.



Next, the carpet is in terrible disrepair. In the new Police Department addition, they installed neutral, modern-looking carpet tiles. With the help of various city staff, we were able to determine the make and model of that carpet so that it would match and be one less unique pattern of carpet in City Hall. We've received one estimate for \$4,679 to install that same carpet and are waiting on two others. In order to make the best use of the space for effective training and meetings, we would like to reorient the seating so that everyone can face forward, rather than be facing sideways. In order to do this and still fit enough people, we would like to take the island in the kitchenette and relocate it to the back wall. We would then carpet over half of the current hard floor and remove the half wall just inside the door (that has had a broken top for years).

The back wall is exposed cinder block. We would like to frame it in to make it easier to hang pictures, to add an outlet for the pop machine and water cooler (which currently operate from an extension cord), and to add outlets above the relocated cupboards. We've received one construction estimate for \$4,094 and are waiting on two others.



The TV is currently plugged into a power strip run through a makeshift hole in the wall. We'd like to install a proper outlet where the new TV would be mounted. All of the lights in the room are on one switch and there is a light directly above where the TV would hang. This would cause significant reflection. We would like to install a second switch to control the front bank of lights. We would also like to replace the current florescent fixtures with direct / indirect LED fixtures. We have an estimate for all the electrical work for \$2,390. To make the most of the space to accommodate a large group for training or a meeting, we would like to replace the current tables and chairs with new tables and chairs designed for use in a training setting. These would be narrower, more mobile, and allow for more configurations. Properly configured, I believe that this room could accommodate 30 people using 15 5'x2' tables. I've received pricing from two sources, with the lower coming in at \$315.30 per table and \$79.22 per chair.

Finally, I've priced out a list of miscellaneous smaller items to complete the renovation. This includes some shelving to allow us to make better use of the storage closet and get the file cabinets out of the way in the main room, some presentation equipment, a mobile whiteboard, a bulletin board, and a vacuum cleaner. This list of items comes out to around \$1,500. All told, this proposed renovation of the training and meeting room comes out to \$23,386.45 as planned and estimated (out of the \$45,000 donated for facilities improvements). This would take a dated, marginally-useful room and transform it into a modern, functional room equipped to accommodate up to 30 people with adequate audio / visual capabilities. This room could serve as an asset to the rest of the city staff across all departments. It should also leave a strong impression with new, prospective, and current firefighters that we are a department of professionals that takes our responsibilities seriously.

Dispatch Room Computer Equipment

Directly off of the garage bays is a small "dispatch room" where we manage our call sign-in sheets, incident reports, equipment records, etc. It is equipped with a computer and printer / scanner. I believe the printer is 8 years old and the computer 10 years old. Neither one works very well and stifles people's ability to work effectively. For example, most of our inspection information remains on paper, partly because the Fire Inspector is unable to get the printer / scanner to scan a file and send it to the printer. We propose using approximately \$2,550 of the \$45,000 to purchase a new computer, monitors, printer, scanner, and a tablet to allow for mobile input of fire inspections using our new records management system (see Technology Upgrades below).

SCBA Bottles

Finally, assuming we replace Utility 11 and relocate the SCBA fill station into the fire station, we propose purchasing some extra SCBA air cylinders to carry on the trucks since we would not have a mobile fill station. We have a quote for \$720.59 per bottle. Purchasing 10 of them should fill all of our trucks to capacity.

Technology Upgrades

Having accurate, thorough, up-to-date, compliant, accessible records is critical in the emergency services. While we are not starting from zero, the records we do have are generally on paper or in antiquated software. This causes untold inefficiency. It also leads to them being less thorough, up-to-date, or accessible than they could be.

I've been conducting a survey of the software solutions that are out there and how they might work for us. I reviewed 22 domain-specific software solutions, demoing or trialing what I deemed to be the top 8. I categorized the desired functionality into 5 broad categories: incidents, assets, training, inspections, and policies. Some "kitchen sink" solutions offer all of those and more. Some focus on only

Required Training by Category

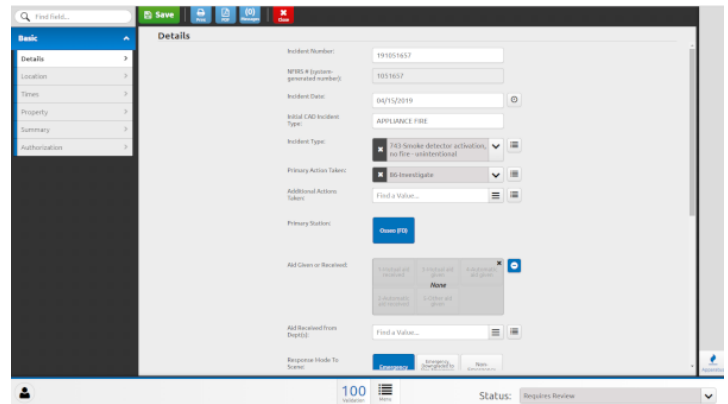
... or by group / specialty area

Requirement	Period	Completed	Events	Tasks	Group	Completed
Category: Driver/Operator						
2017 Pump Operator Class	Annual (2017)	✗			Specialty Groups / Captains	3 / 56
Category: EMS / BLS						
1701 CBT: High Performance CPR Practical	Q1 2017	✓	Mar 24 9a @ Station 21 +4 more		Specialty Groups / Captains	36 / 56
EMS Online BLS 2017	Annual (2017)	✗		BLS 2017-HPTM (High Performance Trauma Management) +6 more	Specialty Groups / Captains	10 / 56
Category: EMS / EMS Other						
Controlled Substance Program Review	Q1 2017	✓		Controlled Substance Program Review	Operations Division / FDI / FDI B	30 / 47
Category: Fireground Operations / Hose						
Requirement	Period	Completed	Events	Tasks	Group	Completed

one. Others cut a cross-section of the functionality. As I evaluated them, I began to get a picture of how we would piece together the right set of solutions for our department. I've had discussions and received input on various aspects of this software evaluation process from chiefs from Maple Grove, Brooklyn Park, Anoka/Champlin, Hopkins, Hamel, Maple Plain, Excelsior, Medicine Lake, Crosslake, Shakopee Mdewakanton Sioux Community, and the Hennepin County Fire Chiefs Association.

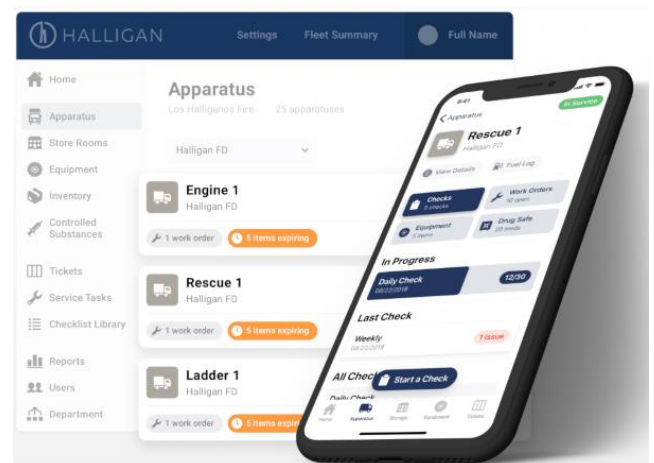
Incidents and Inspections

For incident reporting and inspections, we're currently using a combination of paper and an antiquated software package called Firehouse. There are a few solutions out there that offer this functionality. They usually also attempt to include every conceivable feature – and implement none of them well. After evaluating a handful of them, I decided that ImageTrend Elite was the best solution for us. Coincidentally, the State Fire Marshal's office recently contracted with ImageTrend to power the Minnesota Fire Incident Reporting System. Through that partnership, they also offer the software to departments free of charge. If we were to procure our own license, it would cost around \$3,500 annually.



In late January, we got set up in ImageTrend through the State Fire Marshal's office. All of our incident reports dating back to April 2007 were automatically imported. We've entered all of our 2019 calls directly into this new system. Firefighter Blane Anderson, who is tasked with inputting the incident reports, confirms that the new system is much easier to work with. The process goes much faster, is more consistent, and allows for a review process whereby I review each report before being submitted to the state and federal incident reporting systems.

In October of 2018, the Hennepin County Sheriff's Office dispatch center upgraded to a new CAD system. In early February, I was given access to this system so that I could pull the CAD reports for our incidents. This has allowed us to save the CAD reports as PDF files and attach them to our incident reports directly. Previously, we could only print physical copies. Additionally, I was able to get a report from the staff at the HCSO showing all of our calls from 2008 through current, allowing me to run some analysis of the types of calls we have historically responded to. See below for more details.



I have received instructions from ImageTrend on how to import previous location, occupancy, and inspection records from other systems. I am working on exporting that information from Firehouse, transforming it into the correct format, and importing it into ImageTrend. Once that is done, we will begin entering new location, occupancy, and inspection information directly into ImageTrend. I also inquired into getting an integration set up between the new CAD system (TriTech Inform) and ImageTrend Elite. This would send the data directly from one system to the other, cutting down on the time required to enter the data as well as the potential for human errors. After talking to the State Fire Marshal's Office, the Hennepin County Sheriff's Office, ImageTrend, TriTech, Hennepin County Fire Chief's Association, and a number of chiefs, it became clear that it had not been done in Hennepin County yet.

I got a quote from ImageTrend for \$3,500 per year for the integration. The price goes down modestly as more departments use it. There are a handful of departments interested and one currently pursuing it, but not currently enough to justify the cost to us.

Asset Tracking

For asset tracking, we're currently using a series of paper forms and manual spreadsheets. Halligan is a web-based software solution for managing the inventory, tracking, inspection, and servicing of apparatus, equipment, turnout gear, hose, etc. It provides Android and iOS apps to allow department members to quickly enter information digitally when and where they are inspecting something. It will also help with budgeting as it will serve as the database of things for which I will need to do life cycle cost analyses. The annual cost of Halligan is \$700. See attached proposal.

My second choice solution for this purpose, Station Check, was inferior in key ways and cost \$1,200 annually with a \$600 set-up fee.

Training Records

For training records, we're also currently using a series of paper forms and manual spreadsheets. Rescue Hub is a web-based software solution for managing the scheduling, delivery, tracking, and reporting of training and certification. It allows you to prepare training information to be distributed to the department ahead of an in-person session. Attendance can be easily entered and tracked. Make-ups for missed sessions can be assigned out and checked off. Certification requirements can be documented and tracked. This will help us stay trained and compliant.

The annual cost is \$995 with a one-time set-up fee of \$250. See attached proposal. My second choice solution for this purpose, Target Solutions, was inferior in key ways and cost \$1,953 annually.

Policies

I evaluated a number of possible solutions for policy management. The best and most cost-effective solution was PowerDMS ("Document Management System"). It would help manage the creation, versioning, distribution, and acceptance of policies. The cost is \$25 per user per year with a base cost of \$4,000 per year. I think it could make sense to consider a solution like this in future years if it could be used by multiple departments, who could share the cost. Putting off a policy management solution for now and acquiring a solution for incidents and inspections for free, I propose spending \$1,945 to license Halligan and Rescue Hub for 12 months. Subsequent years would cost \$1,695. Since this expense was not budgeted for, I propose purchasing the first year from the \$45,000 donation.

The expense for subsequent years can be incorporated into future budgets. I believe there are other areas of the budget that could make up for the increase.

Summary of Plan for OFDRA Donation

As discussed above, the OFDRA made a donation of \$75,000 in January to the city. \$30,000 was designated to go towards the purchase of a new utility truck. The remaining \$45,000 was designated to be used for facilities improvements.

We've discussed a number of such improvements here. We propose the following:

Area	Items	Total
Garage	Relocate Fill Station, Garage Door Tinting, etc.	\$5,584.50
Training / Meeting Room	Carpentry, Electrical, Paint, Carpet, Tables, Chairs, TV, etc.	\$23,386.45
Dispatch Room	Computer, Monitors, Printer, Scanner, Tablet	\$2,550.00
Software	Halligan, Rescue Hub	\$1,945.00
Equipment	Extra SCBA Bottles	\$7,205.90
Total		\$40,671.85

See attached for more detail. This leaves \$4,328.15 for overages, unforeseen costs, or hopefully, funds left over to be used for future projects. Additionally, the extra SCBA bottles could be purchased last and the quantity adjusted depending on remaining funds.

Dispatching Procedures

As we continually strive to maximize the value we deliver to the community given limited staff and budget, it is often necessary to reevaluate various procedures to ensure that they remain in alignment with that goal. In recent years, we have seen an increase in the number of calls where there is not an opportunity for us to provide value. These include cases where the individual is only looking for a transport to the hospital, they are suffering from a non-emergency respiratory issue, they have fallen but have not sustained any injuries, and the like. Responding to too many of these calls begins to cause all manner of issues.

1) It results in inefficient use of resources. The police department always has at least one officer on duty. When they are available to respond and are able to handle these calls, it is wasteful to dispatch the entire fire department and send a crew of firefighters to the scene in a fire truck. This increases the wear and tear on the apparatus. It also increases payroll. Each firefighter that responds to a call gets paid \$11.25. This begins to add up with enough of these calls. Payroll is the largest portion of the fire budget by a wide margin. If we aren't providing value on these calls, these funds could be put to better use elsewhere.

2) It adds liability and risk. Every time a page goes out, more than half a dozen firefighters get in their personal vehicle and drive either to the scene or to the station. Then a crew of 2-4 firefighters drive a fire truck from the station to the scene. Driving to and from the station and incident scenes is a significant source of firefighter injury and fatality nationally. When we don't have the opportunity to provide value, we minimize unnecessary time with apparatus on the roads.

3) As the volume of such calls grows, it tends to create a culture of responding to routine, non-emergency calls. While it's important to be diligent and combat complacency, a disproportionate number of "false alarms" makes that a continual challenge.

4) It adversely impacts member's ability to make the required percentage of calls. As mentioned above, recruiting and retention are our current top priorities. Inflating the number of total calls increases the number of calls an individual must respond to and adversely effects our ability to keep all members in good standing.

In order to begin to address the issue, it's important to first understand how the dispatch process works. Our PSAP ("Public Safety Answering Point") is the dispatch center at the Hennepin County Sheriff's Office. There are 73 different types of "event codes" (for fire departments) that dispatchers use to categorize events from the information they receive from the caller. Different agencies and units are then set up within the CAD ("Computer-Aided Dispatch") software to respond to certain event codes (or incident types) within their jurisdiction.

When a call comes in, the dispatcher creates a new incident in the CAD software and assigns it one of these event codes based on the information supplied by the caller. When that happens, the dispatcher is prompted to dispatch the agencies and units that are configured to respond to that incident type in that jurisdiction. The dispatchers have very little discretion here. They don't have much opportunity to make a judgment call about the resources that are necessary or sufficient for that incident.

In larger jurisdictions, the approach is often to have a "duty crew" or "duty officer" that is on duty for an assigned shift and that is dispatched first to certain types of codes, rather than to put out an "all-call" for incident types that don't warrant it. That officer or crew (often only one or two people) can assess the situation and determine if a larger response is necessary. Police officers also serve this function. The police are essentially dispatched to everything. They get dispatched to far more types and numbers of calls than fire departments do. If they are paged to an incident that the fire department wasn't, but they determine that we are needed on that call, they will simply radio back to dispatch: "start fire," and we are promptly dispatched. In the last 5 years, out of the 73 different incident types possible, the fire department responded to 66 different types of incidents. Of those types, we were only configured to "auto-start" to 47 of those types. The other 19 types of calls we responded to, we were dispatched despite not being configured to automatically be dispatched.

So, what I propose we do is to take the 4 incident types most responsible for the disproportionate number of calls where we frequently can't provide value (FALL, BREATH, BLEED, and SEIZ) and reconfigure them from "auto-started by dispatch" to "started at the discretion of PD." This would bring us from 47 auto-started incident types to 43 (and increasing from 26 to 30 the number of incident types to which we don't auto-start). See attached for an analysis of the incident types over the last 5 years.

Note that this does not mean that we won't be responding to those types of calls. In 2018, we responded to 20 lift assists, despite not being configured to auto-start to that code (LIFTAST). A staff member at HCSO confirmed that there were actually 40 lift assists that PD responded to in 2018, 20 of which PD had us paged to. The other 20 were incidents that the police officer on duty determined we weren't needed at and was able to handle themselves. Assuming an average of 7 responders per call, that was 140 round trips in personal vehicles avoided, 20 round trips of the rescue truck not taken, and \$1,575 in (unburdened) payroll saved. I think making this modest change is an important step to bolstering our retention efforts, reducing risk and liability, operating more efficiently, and being better stewards of our the resources with which we're entrusted.

Grants

As mentioned above, we were awarded \$4,715.00 in training grant money from the MBFTE (Minnesota Board of Firefighter Training and Education) for the state's 2019 fiscal year (July 2018 through June 2019). We are expecting to receive a similar grant for the 2019-2020 fiscal year. In May, we are taking advantage of a free training course put on by the Minnesota Fire Initiative. This is covered by grant money received by the MN Fire Initiative aimed at giving this presentation to every department in the state. We have one new recruit who just finished his initial training in Firefighter 1, Firefighter 2, and Hazardous Materials Operations. We have submitted a request to the MBFTE for full reimbursement of the cost of these courses through their Basic Firefighter Training program.

In March, we submitted a grant application through the MNOSHA (Minnesota Occupational Health and Safety Administration) Safety Grant Program. We applied for matching funds up to \$10,000 to help replace turn-out gear that has reached the end of its serviceable life. In April, we submitted a grant application to the CenterPoint Community Partnership Grant program. We applied for up to \$2,250 in matching funds to help replace medical bags that are in disrepair and a RIT (Rapid Intervention Team) bag that was designed to work with our old SCBAs.

It is expected that FEMA will again open up the application period for their AFG (Assistance to Firefighters Grant) program in the summer. We will on the lookout for that and are working to determine what might be best to apply



Osseo Fire Department
415 Central Ave
Osseo, MN 55369
(763) 424-5444
DiscoverOsseo.com/departments/fire

2019 Firefighter Hiring Schedule

Start	End	Item
April 13, 2019	August 13, 2019	Accepting Applications
August 14, 2019	August 18, 2019	Review Applications
August 19, 2019	August 23, 2019	Phone Screen & Schedule Interviews
August 26, 2019	August 30, 2019	Interview Round 1
September 2, 2019	September 6, 2019	Interview Round 2
September 9, 2019	September 13, 2019	Background Check
September 16, 2019	September 20, 2019	Physical Ability Test
September 23, 2019	October 4, 2019	Occupational Health Screening
October 14, 2019	October 14, 2019	Approved by City Council
October 21, 2019	October 25, 2019	Welcome Meeting, Receive Pager
October 21, 2019	November 1, 2019	Complete Onboarding Paperwork
November 1, 2019	February 5, 2020	Firefighter 1 Classes
February 12, 2020	March 11, 2020	Firefighter 2 Classes
March 18, 2020	April 8, 2020	Hazardous Materials Operations Classes
April 15, 2020	May 6, 2020	Emergency Medical Responder Classes
October 15, 2020	October 15, 2020	Probationary Period Ends



Osseo Fire Department
415 Central Ave
Osseo, MN 55369
(763) 424-5444
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Becoming An Osseo Firefighter: What to Expect

Complete 4 classes your first year:

- | | | |
|------------------|---|-----------|
| • Firefighter I | ~22 evening classes and 1 Saturday class: | ~80 hours |
| • Firefighter II | ~6 evening classes and 2 Saturday classes: | ~40 hours |
| • HazMat Ops | ~12 evening classes and 2 Saturday classes: | ~60 hours |
| • EMR | ~4 full-day classes over 2 weekends: | ~32 hours |

Attend 1 meeting night per month:

- | | | |
|--------------------------|--|----------------|
| • OFDRA Meeting | 2 nd Thursday of each month | 7:00 – 7:30 pm |
| • OFD Department Meeting | 2 nd Thursday of each month | 7:30 – 8:30 pm |

** Must attend 66% of all regularly-scheduled meetings each quarter.*

Attend 1-2 drill nights per month:

- | | | |
|-------------------|--|----------------|
| • OFD Drill Night | 1 st and 3 rd Thursday of each month | 6:00 – 9:00 pm |
|-------------------|--|----------------|

** Must attend 66% of all regularly-scheduled drills each quarter.*

*** There is typically only 1 drill per month in June, July, and August.*

Respond to around 10 emergency incidents per month:

- OFD typically receives about 30 calls per month.
- Members are required to respond to 30% of all incidents each quarter.

Participate in community events:

- Members are encouraged to participate in the Fireman's Dance, Easter Egg Hunt, Night to Unite, Lion's Roar, Steak Fry, Halloween Parade, and Minidazzle.

Pay & Pension:

- Members are paid \$11.25 per hour for calls, drills, and activities (minimum of 1 hour per call).
- Payroll is run once per year in December.
- Members serving 10 years or more are eligible for a one-time lump-sum pension payment.
- Pension is paid at 40% of \$1,600 per year of service at 10 years, increasing 5% each year.
- Pension is paid at 100% of \$1,600 per year for service of 20 years or more.

Other:

- Must be able to respond within 7 minutes from home or work
- By OSHA standards for SCBA use, firefighters must remain clean-shaven (no beards)

OFD Call Summary (9/1/18 - 4/17/19)

COUNTA of Code		YYYY-MM								
Category	Code	2018-09	2018-10	2018-11	2018-12	2019-01	2019-02	2019-03	2019-04	Grand Total
EMS	FALL	7	8	7	4	4	4	6	5	45
	HEART	6	6	3	4	9	5	4	4	41
	UNCON	3	2	3	4	3	4	2	5	26
	BREATH	2	2	2	5	8	2	3	1	25
	SEIZ	5	2	1	5	1				14
	LIFTAST	1	2	2	1	1	2	2	2	13
	BLEED		2	3	3	1	1		1	11
	HEAD	1	1	1	1			2	2	8
	STROKE	1		1	1			2		5
	DIABET		1		1	1				3
	ILL							2		2
	CHOK		1				1			2
	ALME			1				1		2
	E1			1						1
EMS Total		26	27	25	29	28	19	24	20	198
Fire	ALMAPT	1	1	2	1	4	5	2	2	18
	SYSTEM	5	4		1	3				13
	ALMBUS	1	1	4		1	2			9
	ASTFIR			1		1		2		4
	PI	1						2		3
	ALMSCH						2		1	3
	SMOKE					1			1	2
	DRILL					1		1		2
	APPL						1		1	2
	ACC			1	1					2
	WIRED							1		1
	WIREA		1							1
	GASO		1							1
	F3	1								1
	BUS	1								1
	ALMCO							1		1
Fire Total		10	8	8	3	11	10	9	5	64
Grand Total		36	35	33	32	39	29	33	25	262

Estimate

Date: 03/27/2019

Estimate #: 8179



Emergency Apparatus Maintenance, Inc.
7512 4th Avenue
Lino Lakes, MN 55014

TEL: 651.786.4463 • 1.800.EAM.3911
FAX: 651.786.0517
EML: service@eamservice.com

Mike Phenow
Osseo Fire Department
415 Central Ave.
Osseo, MN 55369

Sales Rep: Lance Olson

Signature: _____

Description

Quantity	Description	Unit Cost	Cost
1	Repair estimate for deficiencies noted during annual testing and service; Foam around tank plug - Clean area, snug plug and monitor. No charge. Both Priming valves sticky. (Hale panel mount) Exercise during weekly truck checks will keep them operating smoothly. Pull to activate, push to shut-off, make sure primer motor shuts off when pushed to off position. - no repair needed at this time. Officer LDH valve leaks vacuum. (3" Akron) Rebuild as necessary. Rear 2 1/2" Discharge and Drivers side 2 1/2" Discharge valves leak vacuum. (2 1/2" Akron) - Rebuild as necessary. Rebuild valves as necessary and re-check dry vacuum test.	\$1,525.00	\$1,525.00
Total:			\$1,525.00
Grand Total (Minus Options):			\$1,525.00

Summary

This estimate is based on the average parts and labor required to complete the stated repairs. These estimates are figured upon average accessibility to parts requiring repairs and will be charged on a time and materials basis.

*Thank you for the opportunity to provide an estimate for this project. If you have any questions regarding this estimate, or if we can be of further assistance, please call us at **651.786.4463** or **1.800.326.3911**, or email us at service@eamservice.com.*

Training Schedule (2019)

Osseo Fire Department

All drills subject to change. Please check for announcements at the fire station.

Date	Time	Activity	Trainer	Done?
January 3	6:00 pm – 9:00 pm	EMS Training #1	FIRE: Luth	<input type="checkbox"/>
January 17	7:00 pm – 9:00 pm	Fire Ground Initial Tactics	FIRE: Rakotz	<input type="checkbox"/>
January 31	6:00 pm – 8:00 pm	Photos	CBM Photo	<input type="checkbox"/>
February 7	6:00 pm – 9:00 pm	Live Burn Simulator	FIRE: TBD	<input type="checkbox"/>
February 21	7:00 pm – 9:00 pm	OSHA / RTK / Air Monitoring	FIRE: Hayes	<input type="checkbox"/>
March 7	6:00 pm – 9:00 pm	EMS Training #2	FIRE: Luth	<input type="checkbox"/>
March 21	7:00 pm – 9:00 pm	SCBA Confidence	FIRE: Rakotz	<input type="checkbox"/>
April 4	6:00 pm – 9:00 pm	Strength & Resiliency: Wellness	PD: Nystrom	<input type="checkbox"/>
April 18	7:00 pm – 9:00 pm	Incident Command	FIRE: Hayes	<input type="checkbox"/>
May 2	7:00 pm – 9:00 pm	Auto Extrication w/ Struts	FIRE: Rakotz	<input type="checkbox"/>
May 16	6:00 pm – 9:00 pm	EMS Training #3	FIRE: Luth	<input type="checkbox"/>
May 23	7:00 pm – 9:00 pm	MnFIRE: Firefighter Health	MnFIRE	<input type="checkbox"/>
May 30	7:00 pm – 9:00 pm	Hazmat Tactics (Officers Only)	FIRE: Hayes	<input type="checkbox"/>
June 6	_____	_____	_____	<input type="checkbox"/>
June 20	7:00 pm – 9:00 pm	Pumping	OFD	<input type="checkbox"/>
July 4	_____	_____	_____	<input type="checkbox"/>
July 18	6:00 pm – 9:00 pm	Live Burn Simulator	FIRE: TBD	<input type="checkbox"/>
August 1	_____	_____	_____	<input type="checkbox"/>
August 15	7:00 pm – 9:00 pm	Fire Suppression Systems	FIRE: SFM	<input type="checkbox"/>
August 29	_____	_____	_____	<input type="checkbox"/>
September 5	6:00 pm – 9:00 pm	EMS Training #4	FIRE: Luth	<input type="checkbox"/>
September 19	6:00 pm – 9:00 pm	Car Fire Simulator / Driving	FIRE: TBD	<input type="checkbox"/>
October 3	7:00 pm – 9:00 pm	Hazmat Decon	FIRE: Hayes	<input type="checkbox"/>
October 17	----- (MEA) -----	_____	_____	<input type="checkbox"/>
October 24	7:00 pm – 9:00 pm	Osseo's Target Hazards	OFD: Heidt	<input type="checkbox"/>
October 31	_____	_____	_____	<input type="checkbox"/>
November 7	7:00 pm – 9:00 pm	Driving / Wayfinding	OFD	<input type="checkbox"/>
November 21	6:00 pm – 9:00 pm	Live Burn Simulator	FIRE: TBD	<input type="checkbox"/>
December 5	7:00 pm – 9:00 pm	TBD	OFD	<input type="checkbox"/>
December 19	7:00 pm – 9:00 pm	TBD / Station Clean-Up	OFD	<input type="checkbox"/>

Hi Chad:

Thanks for your call earlier today. Please find attached the chassis specs and order guide for our 2019 Ram 1500 Quick Response Command (QRC).

We currently have in-stock 2x chassis'. Both are Flame Red (PR4). If we sell our 2 remaining instock units before you have an opportunity to confirm your order, a factory order might be required. I mistakenly quoted a current delivery times for a factory order of 8 weeks (5 weeks to arrive at dealer and 3 weeks to complete build). The correct current delivery time is actually 11 to 12 weeks (8-9 weeks to arrive at dealer and 3 weeks for us to complete the build).

To commence an order we'll need you to return the order sheet along with your complete details (dept. name, address, tel. number, etc). We'll then issue you a Bill of Sale. A 50% deposit is required at order time and balance is due before the vehicle leaves our US dealer (West Herr Dodge in Buffalo NY).

For a transportation estimate please visit UShip.com and you'll be able to obtain an instant quote online.

Thank you.

Vid Sansanwal (CALE)
GTA Fleet Solutions Inc.
Front Line Emergency Vehicles
Markham, Ontario, Canada
(T) 647-886-HELP

Proud Member:

O AFC - Ontario Assoc. of Fire Chiefs
OMVIC - Ontario Motor Vehicle Industry Council
UCDA - Ontario Used Car Dealer Assoc.
CALE - Certified in Automotive Law & Ethics



2019 Quick Response Command - Model # QRC-150

Chassis:

2019 Ram DS 1500 4x4 Crew Cab – well appointed
Engine: 5.7L V8 Hemi with Automatic Transmission
Chassis info with included factory options is available.

Chassis Factory Specifications:

Available upon request.

Body Cap:

Leer 6'4" Foot Fiberglass Truck Cap

Slide Tray:

1500 LBS with Full Length Decking

Rear Storage:

Decked Storage Drawers (Model DR4)

Suspension Lift:

3.5" Front + 1" Rear

Wheels:

Mickey Thompson Wheels – ask your sales rep for style choices

Tires:

Choice of 10 Ply AMP Terrain Pro or AMP Terrain Gripper

Emergency Lighting & Siren:

Light Bar: 47 inch – fully populated with rear traffic adviser.

Sides: 6x Strobes (3x per side)

Under Doors: 2x Putco Blade Lights – or – 8x Strobes (4x per door)

Headlights: 2x Strobes

Taillights: 2x Strobes

Siren: 100 Watt with Full Function Controller

Tailgate: Putco Blade – or – 4x Strobes

Aux. LED Lighting:

Front: Forward: 140 Watt Off Road Light Bar (mounted on top rail of grill braud)

Roof Cap Lighting:

18,000 Lms 1 Meter Remote Dual Head Light Tower

5,000 Lms Remote Spot/Search Light

Grill + Winch:

Westin HDX Winch Mount Grill Guard with 10,000 LBS Capacity Remote Winch.

Price as equipped on a US Chassis: \$52,800 USD

Price as equipped on a CDN Chassis: \$68,800 CDN

Factory Order may be required. If needed the estimated delivery time for a completed response unit is 16 to 20 weeks from date order is placed.

Continued on following page:

Deductions:

Ready Lift 3.5" SST Kit:	\$1,000.00
Custom Wheels	\$0,900.00
Off Road LT Tires	\$0,900.00
Rear Slide Tray	\$1,100.00
Decked Drawers	\$1,100.00
Light Tower	\$1,800.00
Search Light	\$0,475.00
Westin HDX Grill Guard	\$1,000.00
10K Winch	\$0,500.00
Off Road Lighting	\$0,300.00
Feniex Cannon Lights (each)	\$0,090.00
Putco Blade (rear)	\$0,300.00
Leer Cap	\$2,000.00

Optional Equipment (Additional +)

Feniex Hammer Low Frequency Siren	\$0,400.00
Rear Traffic Adviser	\$0,900.00
5 Amp Charger with A/C Male Plug	\$0,250.00
Kussmaul Auto Eject with 5 Amp Charger	\$0,850.00
Kussmaul Auto Eject with 10 Amp Charger	\$1,350.00
Kussmaul Auto Eject with 20 Amp Charger	\$1,850.00
Color Matching Scene Light Housing	\$0,350.00
Floor Mounted Mini Radio Console	\$0,650.00
Full Length Floor Console	\$2,950.00
Rear Under Bumper Flood Lights (pair)	\$0,350.00
Graphics	TBD

Continued on following page:

Chassis Specifications and Options

Sold to:
WEST-HERR DODGE (44756)
3551 SOUTHWESTERN BLVD
ORCHARD PARK, NY 141271708

Ship to:
WEST-HERR DODGE (44756)
3551 SOUTHWESTERN BLVD
ORCHARD PARK, NY 141271708

Vehicle: 2019 1500 CLASSIC ST CREW CAB 4X4 (149 in WB 6 FT 4 IN box) (DS6L91)

	Sales Code	Description	MSRP(USD)
Model:	DS6L91	1500 CLASSIC ST CREW CAB 4X4 (149 in WB 6 FT 4 IN box)	38,195
Package:	26B	Customer Preferred Package 26B	0
	EZH	5.7L V8 HEMI MDS VVT Engine	0
	DFK	8-Spd Auto 8HP70 Trans (Buy-US)	0
Paint/Seat/Trim:	PR4	Flame Red Clear Coat	0
	APA	Monotone Paint	0
	*V9	Cloth 40/20/40 Bench Seat	0
	-X8	Black/Diesel Gray	0
Options:	TTB	LT265/70R17E BSW A/T Tires	260
	NAS	50 State Emissions	0
	DSA	Anti-Spin Differential Rear Axle	495
	DMH	3.92 Rear Axle Ratio	95
	CK9	Delete Carpet	0
	AJY	Popular Equipment Group	825
	AHC	Trailer Tow Mirrors & Brake Group	560
	AED	Chrome Appearance Group	695
	YEP	Manuf Statement of Origin	0
	ADB	Protection Group	395
	UA1	Uconnect 3.0	195
	YGE	5 Additional Gallons of Gas	0
	5N6	Easy Order	0
	4EX	Sales Tracking	0
Destination Fees:			1,695
HB: 1,251			Total Price: 43,400

**2019 RAM 1500 CREW CAB – QUICK RESPONSE COMMAND (QRC)
OPTION SELECTIONS****Wheels**

Choice of the following 3 Style of Wheels



22567



#22586



#22634

Please choose a 1st choice, and a 2nd choice. We will always do our best to get your 1st choice, however there are time when that might not be possible.

Tires

Choice of 2 tire sizes and 2 tread styles

- 1) AMP Terrain Pro (60,000 Mile Tread Warranty)

Tread Pattern – Mild Street / Mild Off Road

- a) LT285/65/18 (32.5 x 12.7)

- b) LT325/65/18 (34.6 x 13.0) *

* Some light rubbing on sway bar at full turn

- 2) AMP Terrain Attack (40,000 Mile Tread Warranty)

Tread Pattern – Aggressive Street / Mid Aggressive Off Road

- a) LT305/60/18 (32.3 x 12.7)

- b) LT305/70/18 (34.6 x 12.3)

Light Bar

10 Pod on Front / 10 Pods on Rear / 3 Pods per Side

Please indicate color of each pod and optics (40 or 180 deg)

This is our recommended configuration:

Front: 40R-40R-40W-40R-40R-40R-40W-40R-40R

Left: 180R-40R-180R

Rear: 40R-40R-40R-40R-40R-40R-40R-40R-40R

Right: 180R-40R-180R

Headlights: Strobe colors available: Red, White, Blue or Amber (Dual Color is Extra)

Under Doors: 2x Putco Blade – or – 8x Surface Mounted Lights

Choice of Putco Blade Lights (1 per side) Red/White or 8x Surface Mount Lights (4 per side): Red, White, Blue, or Amber (Dual Color strobes are extra)

Side Lights: 6x Lights (3 per side). Choice of Red, Blue or Amber (Dual Color is extra)

Tailgate: 2x Lights. Choice of Red, Blue, White or Amber (Dual Color is extra)

Tail Light Strobes: 2x Lights. Choice of Red, Blue, White or Amber (Dual Color is extra)

SELECTIONS:

Check Mark Beside Chosen item

Wheels:

22567 _____

22586 _____

22634 _____

Tires:

AMP Terrain Pro _____

LT285/65/18 _____

LT325/65/18 _____

AMP Terrain Attack _____

LT305/60/18 _____

LT305/70/18 _____

Head Lights:

Red _____

White _____

Blue _____

Amber _____

Side Lights (3x per side):

Red _____

White _____

Blue _____

Amber _____

Under Door:

Putco Blade Red/White _____

Red _____

White _____

Blue _____

Amber _____

Tailgate Surface Mounted Lights:

Red _____

White _____

Blue _____

Amber _____

Tailgate Strobes (mounted in reverse lights):

Red _____ White _____ Blue _____ Amber _____

Light Bar:

Recommended Configuration _____ Custom Configuration _____ (note selections below)

Front 1) _____ 2) _____ 3) _____ 4) _____ 5) _____ 6) _____ 7) _____ 8) _____ 9) _____ 10) _____

Left Side 1) _____ 2) _____ 3) _____ Right Side 1) _____ 2) _____ 3) _____

Rear 1) _____ 2) _____ 3) _____ 4) _____ 5) _____ 6) _____ 7) _____ 8) _____ 9) _____ 10) _____

Client's Name: _____

Person authorized to make selections: _____

Date: _____

Signature of above person: _____

Midway Ford Commercial
Fleet and Government Sales
 2777 N. Snelling Ave.
 Roseville MN 55113



Travis Swanson
 651-343-5212
tswanson@rosevillemidwayford.com

Fax # 651-604-2936

Contract 135738

2019 F-150 4X4- Crew Cab- 6.5' Box *

Automatic Transmission
Air Conditioning
AM/FM Radio
Matching Full Size Spare Tire

Standard

40/20/40 Vinyl Seat
Dual Front Air Bags
4-Wheel ABS Brakes
Tilt Wheel

5.0L V8
Rubber Floor Covering
Bumpers w/Rear Step

Options	Code	Price	Select	Exterior Colors	Code	Select
101A Package	101A	\$2,075	x	Blue Jeans Metallic	N1	
(Power Windows, Locks, Mirrors, Cruise, Sync)				Race Red	PQ	x
Trailer Tow	53A	\$916	x	Caribou Metallic	LQ	
HD Payload	627	\$1,560	x	Shadow Black	G1	
Black Running Boards	18B	\$231	x	Magnetic Metallic	J7	
Privacy Glass	924	\$92	x	Ingot Silver Metallic	UX	
Rear Defrost	57Q	\$203	x	Oxford White	YZ	
Spray-In Bedliner	96W	\$548	x			
SSV Package	66S	\$47	x			
Back-up Alarm	85H	\$115	x	Extended Service Contracts		
Daytime Running Boards	942	\$41	x	7 year/75,000 mile	Cost	Select
				PremiumCare Warranty	\$2,570	
				(Bumper to Bumper)		
Option Total		\$5,828				

Base Price	Totals	You must have a active FIN code to participate in this purchase contract : FIN code # _____	
	\$27,069.92	Purchase Order required prior to order placement	
Options Price Totals	\$5,828.00	PO # _____	
Extended Warranty		Name of Organization _____	
Transit Impr Excise Tax		Address _____	
Tax Exempt Lic		City, State, Zip _____	
6.5% Sales Tax		Contact Person/ Phone # _____	
Document fee		Contact's e-mail address and fax # _____	
Sub total per vehicle	\$32,897.92		
Number of Vehicles	1		
Grand Total for all units	\$32,897.92		

Acceptance Signature _____

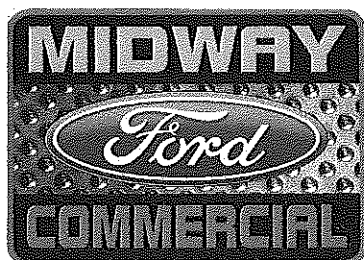
Print Name and Title _____

Date _____

Contact Person/ Phone # _____

Contact's e-mail address and fax # _____

Midway Ford Commercial
Fleet and Government Sales
 2777 N. Snelling Ave.
 Roseville MN 55113



Travis Swanson
 651-343-5212
tswanson@rosevillemidwayford.com

Fax # 651-604-2936

T-73

2019 F250 4X4- Crew Cab- 8' Box *

Standard

Automatic Transmission
Dual Front Air Bags
AM/FM Radio
Tow Hitch
Tilt Wheel

40/20/40 Vinyl Front Seat
Standard Base Upholstery
4-Wheel ABS Brakes
Air Conditioning
LT245/75r17 E All Season Tires

Front Tow Hooks
Rubber Floor Covering
Black Bumpers w/Rear Step
Matching Full Size Spare Tire
6.2L V8 E85

Options	Code	Price	Select
4.30 E-Locking Axle	X4M	\$359	x
LT265/70r17E AT Tires	TCD	\$419	x
Power Equipment Group	90L	\$1,035	x
Snow Plow/Camper Pkg	47B	\$225	x
Dual Batteries	86M	\$193	x
240 Amp Alternator	67E	\$79	x
LED Box Lighting	66L	\$56	x
Running Boards	18B	\$409	x
Spray-In bedliner	85S	\$496	x
Rear Defrost	43B	\$56	x
Privacy Glass	924	\$27	x
Remote Start	76S	\$231	x
Mud Flaps	61S	\$119	x
Back-up Alarm	76C	\$128	x
Cruise Control	525	\$216	x
Daytime Running Lights	942	\$41	x
Sync Radio	585	\$507	x
Option Total		\$4,596	

Exterior Colors	Code	Select
Blue Jeans Metallic	N1	
Race Red	PQ	x
Caribou Metallic	LQ	
Shadow Black	G1	
Magnetic Metallic	J7	
Ingot Silver Metallic	UX	
Oxford White	YZ	

Extended Service Contracts	Cost	Select

Base Price	Totals
6.2 Gas	\$27,308.84
Options Price Totals	\$4,596.00
Extended Warranty	
Transit Impr Excise Tax	
Tax Exempt Lic	
6.5% Sales Tax	
Document fee	
Sub total per vehicle	\$31,904.84
Number of Vehicles	1
Grand Total for all units	\$31,904.84

You must have a active FIN code to participate in this purchase contract : FIN code # _____

Purchase Order required prior to order placement

PO # _____

Name of Organization _____

Address _____

City, State, Zip _____

Acceptance Signature _____

Contact Person/ Phone # _____

Print Name and Title _____

Date _____

Contact's e-mail address and fax # _____

Quote

Quote expires
March 23, 2019

Radco - Blaine
1502 99th Lane
Blaine, MN 55449
(763) 783-2106

Ticket #: BLN-112165
Ticket date: 2/21/19
Station: BLN-1

Sold to: SPRING LAKE PARK FIRE DEPARTMENT
1710 COUNTY HIGHWAY 10
SPRING LAKE PARK, MN 55432
763-786-4436

Ship to:

Customer PO:

Customer #: W04328 **Ship date:** **Ship-via code:** CPU
Sls rep: 957 **Location:** 800 **Terms:** Net 30 days

Quantity	Item #	Vend Item #	Description	Price	Line Disc	Ext prc
1	ITEM-NOTE-RADCO		2019 Ford Superduty 8' Box	\$0.00		0.00
1	???ACCESSORIES		HDPT471068-BED6 MobileStrong Unit	\$3,220.00		3,220.00
1	INSTALL		INSTALLATION LABOR	\$150.00		150.00
1	840000-80FS17		Century Ultra	\$1,399.00		1,399.00
	*** Compare at \$1,499.00					
1	FORD COLORS CEN'		Ford Colors Century PQ Race Red	\$0.00		0.00
1	PW CENTURY		Front Picture Window (Std)	\$0.00		0.00
1	SSW CENTURY		Standard Side Windows	\$0.00		0.00
1	881145 BLK		Carpet Headliner Black	\$105.00	105.00	0.00
	*** Compare at \$125.00					
1	880113		INSTALLATION - TOPPER	\$100.00		100.00
1	880018	300200/300201	7-way Topper Wiring Connector	\$74.95		74.95
	*** Compare at \$89.95					
1	600272	57-93905	HDX Winch Mount Grille Guard	\$850.95		850.95
	*** Compare at \$1,301.95					
1	INSTALL		INSTALLATION LABOR	\$150.00		150.00
1	???WESTIN		47-2109 12.5K Synthetic Rope Winch	\$799.95		799.95
1	INSTALL		INSTALLATION LABOR	\$150.00		150.00

	Ticket	Order	*** QUOTE ***	
Sub total:	0.00	6,894.85	Sub total:	6,894.85
Tax:	0.00	0.00	Tax:	0.00
			Total:	6,894.85

Total discount - You saved \$ 691.00

**Action Fleet, LLC**

11133 86th Avenue North
Maple Grove, MN 55369
763-391-6688
www.actionfleet.us
cs@actionfleet.us

Sales Order

Ship Date: 2/8/2019
Ship Via: WILL CALL
FOB:
Sales Person: PAUL

S.O. Number: 208
Date: 2/8/2019
Due Date: 3/10/2019
Terms: Net 30
P.O. Number:
Vehicle Info:

Bill To

CITY OF OSSEO FIRE DEPT
415 CENTRAL AVE
OSSEO, MN 55369

Ship To

CITY OF OSSEO FIRE DEPT
415 CENTRAL AVE
OSSEO, MN 55369

Item	Description	Qty	Unit Price	Amount
	2018 FORD F150 CSO TRUCK			
MISC	SETINA BK0534FDT15F150	1	369.00	369.00T
LABORI	INSTALLATION LABOR HOURS	47	85.00	3,995.00T
MP	MISCELLANEOUS PARTS INCLUDES WIRE, CONNECTORS, FUSES, FUSE HOLDERS, SWITCHES ETC.	1	100.00	100.00T
FEDIPX620BBW	LIGHT IMPAXX 6 LED BLUEWHITE OFF AXIS HORIZONTAL MOUNT SYNC 23 FLASH WATER PROOF 5 YEAR WARRANTY	1	127.95	127.95T
FEDIPX620BRW	LIGHT IMPAXX 6 LED RED/WHITE OFF AXIS HORIZONTAL MOUNT SYNC 23 FLASH WATER PROOF 5 YEAR WARRANTY	1	127.95	127.95T
CODHB915B	LIGHT 9 LED HIDE-A BLAST BLUE - 15' CABLE	1	147.18	147.18T
PCTNMO58UPL	ANTENNA LINE KIT 3/4" HOLE MINI UHF CONNECOR	2	21.61	43.22T
PCTBMLPVDB7002500	SMALL BUTTON BRASS - 17' RG58/U SOLID ANTENNA ALL BLACK 698-960 3dBi 1710-2500 MHZ 4dBi GAIN ALL BLACK NMO MOUNT	2	55.60	111.20T
FEDMPS600URR	LIGHT MICROPULSE ULTRA 6 LED SPLIT COLOR RED/RED SURFACE MOUNT SYNC	1	110.54	110.54T
FEDMPS600UBB	LIGHT MICROPULSE ULTRA 6 LED SPLIT COLOR BLUE/BLUE SURFACE MOUNT SYNC	1	110.54	110.54T
HELH27921121	LIGHT TRAFFIC STICK FRAME TSL8 WITH HARNESS REQUIRES 8 SMALL LED INSERTS	1	160.71	160.71T
HELH27918101	LIGHT LED TRAFFIC STICK TSL SMALL LIGHTHEAD AMBER	6	30.00	180.00T
HELH27918121	LIGHT LED TRAFFIC STICK TSL SMALL LIGHTHEAD RED	1	30.00	30.00T
HELH27918131	LIGHT LED TRAFFIC STICK TSL SMALL LIGHTHEAD BLUE	1	30.00	30.00T
FEDFHLHL	FLASHER HEADLIGHT MULTIPLE PATTERNS - TWO 10AMP OUTPUTS 18" WIRE LEAD	1	56.79	56.79T
UNIT335CL0002	SPOTLIGHT BLACK HEAD 6" HIGH INTENSITY LED - ORDER INSTALL KIT IF NEEDED	1	326.57	326.57T
UNIT189	SPOTLIGHT INSTALL KIT	1	51.34	51.34T
AOI0022	AIRBAG SWITCH FRONT PASSENGER INCLUDES VEHICLE ADAPTER KIT UNIVERSAL	1	246.00	246.00T
MAXM84403A	LIGHT LED WHITE CARGO 9 LED 12" 500 LUMENS .68 AMP DRAW	1	82.11	82.11T
		Subtotal		
		Sales Tax (0.0%)		
Customer's Acceptance Signature		Total		



THANK YOU! We appreciate your business.

**Action Fleet, LLC**

11133 86th Avenue North
Maple Grove, MN 55369
763-391-6688
www.actionfleet.us
cs@actionfleet.us

Sales Order

Ship Date: 2/8/2019 S.O. Number: 208
Ship Via: WILL CALL Date: 2/8/2019
FOB: Due Date: 3/10/2019
Sales Person: PAUL Terms: Net 30
P.O. Number:
Vehicle Info:

Bill To

CITY OF OSSEO FIRE DEPT
415 CENTRAL AVE
OSSEO, MN 55369

Ship To

CITY OF OSSEO FIRE DEPT
415 CENTRAL AVE
OSSEO, MN 55369

Item	Description	Qty	Unit Price	Amount
IKR	IGNITION KEY RELEASE CIRCUIT	1	55.00	55.00T
MAXMWL33	LIGHT LED RECTANGULAR WORK 12VDC 0.5AMP 400 LUMENS DOWN WARD OUTPUT 5.2"L X 2.2"H X 0.7"	2	45.44	90.88T
MISC	HITCH CLASS 4	1	266.65	266.65T
HG2HG22PC72	LIGHT 2 LED RUNNERS R/W B/W 72" ALUMINUM HOUSING-CONTROLLER SPECIFY VEHICLE (BRACKETS EXTRA)	1	799.00	799.00T
MISC	HG2 MOUNTING BRACKET	1	45.00	45.00T
PLYWOOD	PLYWOOD TRUNK BOARD	1	19.95	19.95T
SOUECVDMTLAL00	LIGHT DOME RED/CLEAR ALL LED UNIVERSAL MOUNT	1	74.25	74.25T
FEDLF18TRB	LIGHT 18" LITTLITE RHEOSTAT HALOGEN WIRED BASE HORIZONTAL MOUNT	1	53.76	53.76T
WAY46060	FUSE PANEL (6) UNIT ATO/ATC TYPE 20 AMP MAX WITH GROUNDS	1	11.63	11.63T
WAY46550	CIRCUIT BREAKER 50A SHORTSTOP WITH MOUNTING TAB	1	2.18	2.18T
RELAY	RELAY BOSCH SPDT MINI 40 AMP WITH MOUNTING BRACKET	5	5.00	25.00T
SWITCH	SWITCH - MISC	3	5.00	15.00T
MOTHKN4192	POWER CABLE - MOTOROLA 20FT-12V 45W RADIOS -XTL5000 GM399, GM398, GM333, MCX780	1	38.55	38.55T
MISCCABLE	15' USB EXTENSIONCABLE	1	19.95	19.95T
RFIRP3000C	CONNECTOR SMA MALE REVERSE POLARITY CRIMP RG58U	1	9.95	9.95T
DAVPL100	CIG LIGHTER SOCKET PIN + AND BLADE -	1	3.10	3.10T
WAY46440	CIRCUIT BREAKER 40A AUTO RESET - NO BRACKET	1	5.00	5.00T
WAY46430	CIRCUIT BREAKER 30A AUTO RESET - NO BRACKET	1	5.00	5.00T
FEDUPKM3	SIREN PARK DEACTIVATE	1	46.95	46.95T
GAM10960	LARGE ARM REST PAD 5"	1	52.70	52.70T
			Subtotal	\$8,045.60
			Sales Tax (0.0%)	\$0.00
Customer's Acceptance Signature			Total	\$8,045.60



THANK YOU! We appreciate your business.

Kentco Signs & Engraving
8615A Jefferson Hwy
Maple Grove, MN 55369
(763) 424-3434

Invoice

Date	Invoice #
2/8/2019	25955

seanh@kentcosignsengraving.comcastbiz.net

Bill To

Osseo Fire Dept

ORDER DATE	Terms	Due Date	Account #	Project
		2/8/2019		
Description	Qty	Rate	Amount	
Letter Vehicle Osseo fire dept. Dodge 1500 crew cab 6 1/2 box. red Fire dept logo and reflective stripes. Tailgate striped	1	625.00	625.00T	
QUOTE ONLY Sales Tax		7.525%	47.03	

***THANK YOU FOR USING
KENTCO SIGNS
WE APPRECIATE YOUR BUSINESS***

Total	\$672.03
Payments/Credits	\$0.00
Balance Due	\$672.03



11897 Co Rd 87 SE
Alexandria, MN 56308
(800) 264-2320
scott@alexair.net

Estimate

ESTIMATE#	104
DATE	01/25/2019
PO#	

CUSTOMER

415 Central Ave
Osseo MN 55369

SERVICE LOCATION

415 Central Ave
Osseo MN 55369

DESCRIPTION

Move Scott fill station and 5 cascade cylinders out of mobile truck and install into fire station. Estimate includes mounting cylinders to wall in station, running new hoses (if necessary), and hooking system to existing compressor. Estimate does NOT include forklift or other equipment needed to lift unit out of truck, if customer cannot supply then it will be rented and added.

Description	Qty	Rate	Total
Travel Time Travel Time	4.00	\$65.00	\$260.00
Service Labor Labor	8.00	\$98.00	\$784.00
AA-526BA-3 Breathing Air Hose, 6000psi, 3/16"	30.00	\$9.00	\$270.00
AA-106CG-4-3 Fitting, Permanent Crimp, JIC4-F x 3/16" Hose (25/Box)	10.00	\$6.00	\$60.00
FAS-48171 1-5/8" x 13/16" x 1' 14 Ga. Pre-Galvanized Steel Half Slot Strut Channel (Unistrut)	1.00	\$50.00	\$50.00
AAW-AC70081 9" OD Cylinder Clamp with Bolts	5.00	\$14.50	\$72.50

CUSTOMER MESSAGE

Estimate Total:**\$1,496.50**



Apparatus Management Platform

Sales Order For:

Osseo Fire Department

Andrea Mihaylo
Co-Founder, Halligan, Inc.
dre@halligan.io

Halligan, Inc.

Introduction

Halligan proposes to work with Osseo Fire Department to implement the enterprise Apparatus Management System to manage truck and equipment checks.

Halligan's apparatus check software revolutionizes the traditional check system through easy-to-use SaaS technology. The key differentiator between Halligan and existing systems are the intuitive iOS and Android applications for performing equipment checks. Our mobile app allows firefighters to perform checks faster, more reliably and with rich media. The system eliminates the need for data duplication which saves first responder's time. It also ensures a reliable log of apparatus' check histories so officers can make smarter decisions about repairs and upgrades. With a reliable notification system, chiefs can ensure that every check was completed on time and thus manage team accountability.

Subscription and Fees

Halligan charges an annual, recurring subscription fee for access to the Halligan software as well as ongoing support to guarantee a successful rollout of Halligan.

Contract Terms and Fees

Name	QTY	Price	Total
Premium Subscription - Apparatus Up To 7 Apparatus, minimum contract \$700	7	100	700

Start Date: 2019-02-01

End Date: 2020-01-31

Number of months: 12

Payment is due in full 30 days after invoice date. Contract will auto-renew at same price for an additional 12 months 30 days prior to start of next term unless Halligan is notified of contract cancellation. Renewal payment will be due 30 days after next period contract start date.

Subscriber Name:

Osseo Fire Department

Print Name:

Signature:

Date:



Rescue Hub Pricing – Osseo Fire Department

Setup Period (4-6 weeks)

- Setup Fee: one time \$250
- initial import and group setup for your entire staff (from a spreadsheet provided by you)
- import of existing training data (from a spreadsheet provided by you)
- One training session with officers and designated administrators (up to 4 hours & up to 10 people, via web conference)
- a complete outline of basic training for your staff, which can be used by you to train staff on Rescue Hub

Annual Fees

- \$995 per year, including service for up to 25 people
- Additional users: \$40 per user/year
- Annual commitment
- Includes up to 10 hours of uploaded video per calendar month
- Includes storage of up to 100GB of uploaded data (excluding video)

Additional Storage Capacity for Uploaded Data

- 100 GB of storage space: \$9 / month or \$99 / year

Additional Video

- 1 additional hour of uploaded and stored video: \$19 / hour
- 1 additional hour of uploaded and stored video per month: \$149 / year
- Example: In March, Customer uploads 7 hours of video. This would incur a charge of \$38 (2 additional hours beyond 10 hour/month limit)
- Example: An increase from 10 hours/month to 15 hours/month would cost \$745 (\$149 x 5)

Typical Implementation Timeframe for Rescue Hub

Once we have a signed contract in place, the typical implementation timeframe for Rescue Hub looks like this:

Phase 1 – Setup and Scheduling of "Train the Trainer" Training, 2-4 Weeks

During this time period, you provide us with a spreadsheet with your personnel's information and we setup your site in preparation for a 2-3 hour "Train the Trainer" training session. You'll provide us with a spreadsheet with staff member's name, rank, email address, and any specialty areas they are qualified for (e.g. Paramedic, EMT, HazMat, Rescue Technician, Marine Operations). We schedule your training session, which normally requires 2-4 weeks of lead time.

If you provide us with sample training requirements for the current quarter, we will set these up in Rescue Hub and use them during training. Some clients have had success forming a small committee with a Captain from each shift, in addition to Training Division personnel. Training is normally provided remotely via web conference. If you are interested in having us on site, let us know and we can provide a quote.

Phase 2 – Setup of Training Requirements, 2 Weeks

During Phase 2, we recommend that you and any other administrators set up some training in Rescue Hub on your own prior to training your staff. We are available to assist you during this time, however, you will want to have some time after training to get comfortable using the system.

Phase 3 – Training of Staff, 1-2 Weeks

We recommend that your staff be trained by your own Training Division personnel. This allows you to adapt the training to best fit how you intend to use Rescue Hub within your own organization. This is best given in-person using your Training Division staff as instructors.

If you have any questions, don't hesitate to get in touch!

Jeff Wigal
Rescue Hub
844-737-7482
www.rescuehub.com
jeff@rescuehub.com

2019 OFD Facilities Improvements Plan				
Item	Estimated			
	Qty	Cost	Total	Balance
OFDRA 2018 Year-End Donation			\$40,671.85	\$45,000.00
Garage			\$5,584.50	
Relocate Fill Station	1	\$1,496.50	\$1,496.50	\$43,503.50
Garage Door Window Cleaning	1	\$200.00	\$200.00	\$43,303.50
Garage Door Window Tinting	1	\$3,888.00	\$3,888.00	\$39,415.50
Training / Meeting Room			\$23,386.45	
Carpentry	1	\$4,094.00	\$4,094.00	\$35,321.50
Electrical Work	1	\$2,390.00	\$2,390.00	\$32,931.50
Paint	1	\$1,275.00	\$1,275.00	\$31,656.50
Carpet	1	\$4,679.00	\$4,679.00	\$26,977.50
Tables	15	\$315.30	\$4,729.50	\$22,248.00
Chairs	30	\$79.22	\$2,376.60	\$19,871.40
TV	1	\$1,918.99	\$1,918.99	\$17,952.41
TV Mount	1	\$250.00	\$250.00	\$17,702.41
TV Cables & Adapters	4	\$10.00	\$40.00	\$17,662.41
TV Installation	1	\$99.99	\$99.99	\$17,562.42
Presentation Laptop	1	\$329.98	\$329.98	\$17,232.44
Presentation Cart	1	\$123.82	\$123.82	\$17,108.62
Presentation Remote	1	\$99.98	\$99.98	\$17,008.64
Whiteboard	1	\$350.99	\$350.99	\$16,657.65
Bulletin Board (48")	1	\$69.50	\$69.50	\$16,588.15
Shelf (48")	1	\$163.19	\$163.19	\$16,424.96
Shelf (36")	1	\$142.86	\$142.86	\$16,282.10
Garment Rack	1	\$163.06	\$163.06	\$16,119.04
Vacuum Cleaner	1	\$89.99	\$89.99	\$16,029.05
Dispatch Room			\$2,550.00	
Computer	1	\$800.00	\$800.00	\$15,229.05
Monitors	2	\$150.00	\$300.00	\$14,929.05
Printer	1	\$250.00	\$250.00	\$14,679.05
Scanner	1	\$400.00	\$400.00	\$14,279.05
Tablet	1	\$800.00	\$800.00	\$13,479.05
Software			\$1,945.00	
Halligan	1	\$700.00	\$700.00	\$12,779.05
Rescue Hub	1	\$1,245.00	\$1,245.00	\$11,534.05
Equipment			\$7,205.90	
Extra SCBA Air Bottles	10	\$720.59	\$7,205.90	\$4,328.15

Analysis of Incident Types 2014-2018

COUNTA of Code				Year					
Category	Code	Status	Proposed	2014	2015	2016	2017	2018	Grand Total
EMS	FALL	Auto Start		53	41	55	50	65	264
	BREATH	Auto Start		33	36	42	45	36	192
	HEART	Auto Start	Auto Start	30	28	31	31	65	185
	UNCON	Auto Start	Auto Start	34	24	15	37	27	137
	LIFTAST			12	20	19	10	20	81
	BLEED	Auto Start		9	10	18	12	26	75
	STROKE	Auto Start	Auto Start	13	11	23	11	13	71
	SEIZ	Auto Start		11	18	12	8	21	70
	HEAD	Auto Start	Auto Start	9	10	6	5	8	38
	DIABET	Auto Start	Auto Start	3	5		7	7	22
	PAIN			1	2	7	1		11
	DOWN	Auto Start	Auto Start	2	3	2	3	1	11
	E1	Auto Start	Auto Start	1		6		1	8
	ILL			2	1	1	1	1	6
	BONE				1	1	1	2	5
	OD			1			1	1	3
	OB	Auto Start	Auto Start	1	1		1		3
	CHOK	Auto Start	Auto Start		1		1	1	3
	SUICID			1					1
	MENTAL							1	1
	E3					1			1
	DIZZY						1		1
	ALME							1	1
EMS Total				216	212	239	226	297	1190
Fire	SYSTEM	Auto Start	Auto Start	14	57	9	34	59	173
	ALMBUS	Auto Start	Auto Start	16	4	12	10	14	56
	ALMAPT	Auto Start	Auto Start	8	11	10	13	12	54
	ASTFIR	Auto Start	Auto Start	8	6	7	14	8	43
	ALMSCH	Auto Start	Auto Start	5	7	7	6	3	28
	GASO	Auto Start	Auto Start	7	3	6	5	5	26
	PI	Auto Start	Auto Start	4	3	6	3	4	20
	SMOKE	Auto Start	Auto Start	2	5	1	4	4	16
	HOUSE	Auto Start	Auto Start	2	2	4	2	4	14
	SPILL	Auto Start	Auto Start	5	2	1	2	2	12
	DRILL	Auto Start	Auto Start	3	4		2	2	11
	WIREA	Auto Start	Auto Start		2	3	2	3	10
	CAR	Auto Start	Auto Start	2	3	2	1	2	10

Analysis of Incident Types 2014-2018

COUNTA of Code				Year					
Category	Code	Status	Proposed	2014	2015	2016	2017	2018	Grand Total
	APT	Auto Start	Auto Start	3	1	4		1	9
	WIRED	Auto Start	Auto Start	1	1		3	2	7
	BUS	Auto Start	Auto Start		2		2	3	7
	INSP	Auto Start	Auto Start	2	2		1	1	6
	ALMCO					1	2	3	6
	ELEC	Auto Start	Auto Start	1		2	1	1	5
	PRACTI	Auto Start	Auto Start		1		1	2	4
	RESCUE	Auto Start	Auto Start	1		1		1	3
	MA	Auto Start	Auto Start	1		1		1	3
	F3	Auto Start	Auto Start	1				2	3
	ACC				1			2	3
	GARAGE	Auto Start	Auto Start			2			2
	APPL	Auto Start	Auto Start	1	1				2
	ALMHSE	Auto Start	Auto Start				1	1	2
	WASH	Auto Start	Auto Start		1				1
	TREE	Auto Start	Auto Start			1			1
	SCHOOL	Auto Start	Auto Start	1					1
	GRASS	Auto Start	Auto Start					1	1
	FIRE4	Auto Start	Auto Start			1			1
	F1	Auto Start	Auto Start			1			1
	CKBURN			1					1
	CARR			1					1
	BOMBD			1					1
	ALMTBL	Auto Start	Auto Start		1				1
	ALMFAL	Auto Start	Auto Start		1				1
	ALMCOE	Auto Start	Auto Start					1	1
Fire Total				91	121	82	109	144	547
Other	PD					1	1	1	3
	INFO					2			2
	WELFAR			1					1
	TRANS						1		1
Other Total				1		3	2	1	7
Grand Total				308	333	324	337	442	1744



Public Safety Advisory Committee Meeting Item

Agenda Item: Police Department

Meeting Date: April 29, 2019

Prepared by: Shane Mikkelson, Police Chief

Attachments: See attached

Staff Updates

We have our 5 full time employees and 9 part time employees.

Overall Department Summary

We have been able to add a new full time employee, held a city wide Night to Unite, we are now using Naloxone, we have one of the funniest Twitter accounts out there and now have a crime prevention specialist.

Call Summary

See attached account of calls for service in the last 12 months.

Equipment Updates

We have new squad computers, purchased new handguns, and purchased new ballistic shields.

Discuss additional full time position

Currently the Police Department works 12 hour shifts that are 6am to 6pm and 6pm to 6am on a daily basis. With the 5th officer working to fill in when needed. To balance the schedule, add officers on the street when the most dangerous calls occur and to keep our officers answering our calls for service with less reliance on assisting agencies this position would fit the bill.

The police department would then have a 6am to 6pm car, a 3pm to 3am car and a 6pm to 6am car. This would allow for more full time officer coverage and the 3pm to 3am car would do traffic when on duty with another squad car. I would then use attrition to pare down our part time officers to five or six instead of 9 or ten. The cost to add another officer, using 2019 money is 85,928.67 with benefits, because the contract for 2020 has not been settled yet.

Discuss Police Body Cameras

Does the city of Osseo need/want body cameras? I asked this question last March and the answer was to come back to you in a year. It has been a year and I am now coming back to have this discussion.

2019 Night to Unite Update

The 2018 Night to Unite was a huge success and we are going to have the same celebration this year. The planning process by the Night to Unite committee is ongoing.

Livescan machine purchase

The Livescan is a fingerprint machine that allows officers to do fingerprints on a computer instead of using ink. These prints are pre-determined to be correct and filled in properly before they are sent to the Bureau of Criminal Apprehension (BCA). The police department has two different reasons to take a person's fingerprints. The first is if they are under arrest and the second would be for the general public which is a service we provide for a small fee. Currently the police department uses ink and paper cards to take a person's fingerprints. We have been finding that many of these fingerprint cards are getting pushed back to the police department by the BCA. Since taking fingerprints can be difficult because of factors like wet hands, person is uncooperative and smearing, it does make the process easier when this machine will pre-determine that the fingerprints will pass the BCA standards.

This passing of the BCA standards is very important for two reasons. The first reason is that in a criminal case the conviction will not go onto a criminal history without a valid fingerprint card. When a fingerprint card does not pass the BCA then we get a suspense record advising us that we have to try and track down people to re-fingerprint them so their conviction can be placed on their criminal history. In the case of the general public getting fingerprints cards rejected is they have to come back to the police department to get them redone and it delays them getting approved for a license or an adoption.

Another added feature of this machine is the booking photo module that can be purchased. This includes a camera, grey background, software and a connection to the states repository of photos. With the mugshot module the police department would be booking less people at Hennepin County and Brooklyn Park allowing officers to be in the city. The mugshot module would allow us to create our own booking sheet which will be uploaded to our records management system and would create a tracking system internally for bookings.

The Livescan machine and connection to the BCA costs \$16,025.80 for the purchase. The options that I would like to add to the machine are a ruggedized cabinet for portability at \$1,504.35, FBI Certified Printer at \$1,200.00, Digital SLR camera for \$833.00, Mugshot Module \$200.00, LED lighting and mounting pole \$950.00 and 18% gray backdrop for \$100.00. There also would be some electrical outlet wiring for the camera that would cost \$500.00. The total cost would be \$21,313.15. There would also be an ongoing cost of maintenance for the machine and parts of \$2,905.84 per year.

Ordinance related to Marijuana Dispensaries

I believe that the City of Osseo should start looking at ordinance language that will restrict Marijuana Dispensaries from coming to the city of Osseo. An example of an ordinance is attached that comes from the City of Maple Grove.

Handicap parking

The business at 33 4th St NW has asked to have a Handicap parking stall placed in the front of her business so that clients can gain access to her building. The owner has had issues with parked vehicles in front of the business that block access.

New Vest Carriers

We would like to get an opinion on a new vest carrier style that would be able to be worn for officers. What it does is assist officers with getting stuff off their belt and onto the vest. There are many styles to this type of vest and I will have one style to show you. Our hope is to allow officers to get the equipment off their belt area and up onto a vest. The back problems we have had within the department have pushed us to look at an alternative option.

Officer Wellness

I believe that it is on the employer to do what they can to affect the people that work for them. One of the ways I would like to affect the officers within the department would be to help them with their physical, emotional and mental health. I believe that the job of a police officer has been proven to be one of the most dangerous and the statistics show us what it does to the human body and mind.

I am proposing to move forward with a couple of changes in the department. One would be to have a once a year appointment with a therapist for one hour. All information would be private but an officer has to sit for one hour in a therapist office. I would also pay for a gym membership for all full time officers based on use. The fee for the gym would be paid for if usage was set at a number of times used per month. I am hoping to find a community partner to help defer the cost of both initiatives but if that is unavailable it would be something that would be added to my budget.



9000 Codes By City

osse,Osseo

Date Range: 4/1/2018 to 4/30/2019

Moc Code	Code Description	2018										2019					Code Total
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year Total	Jan	Feb	Mar	Apr	Year Total	
5011	Roadway Debris			1	1	1				1	4					0	4
5012	Accident Assist	7	3	3	3	3	9	4	4	5	41	4	3	5		12	53
5013	Found Bicycle		1		1	1				1	4					0	4
5014	Deliver Council Packets	1									1					0	1
9005V	Fail to Signal - Verbal		2		1	2	3	1		3	12	1			1	2	14
9006	FAIL/OBEY						1				1					0	1
9006C	Fail/ObeySign/Signal -	1	6		4	3		3		1	18		1	1		2	20
9006V	Fail/Obey Sign/Signal -		6	11	6	3	9	13	3	3	54	5	4	6	1	16	70
9007C	Fty to Ped in Xwalk -			3	11	2					16					0	16
9007V	Fty to Ped in Xwalk -		2	10	10	4					26					0	26
9011V	Move Over Law - Verbal					1	1				2				1	1	3
9012C	Open Bottle - Citation										0			1		1	1
9013V	Reckless/Careless/Exhibiti									1	1				1	1	2
9014	SPEEDING	1									1					0	1
9014C	Speeding - Citation	1	12	7	12	3	4	1	3		43					0	43
9014V	Speeding - Verbal	15	26	23	38	9	20	7	3	3	144	2	4	1		7	151
9015V	Pass in No Passing -	1	1	2							4					0	4
9017C	Unsafe/Improper Lane										0			1		1	1
9017V	Unsafe/Improper Lane	3	4	4		1	7		2	1	22	2	1	2		5	27
9018	IMPEDING/OBSTRUCTI								1		1					0	1
9019C	Illegal Turn - Citation					1					1					0	1
9019V	Illegal Turn - Verbal		1								1			2		2	3
9020C	Fail to Yield - Citation					1				1	2			1		1	3
9020V	Fail to Yield - Verbal	1	1	3		1				1	7					0	7
9021C	Fail to Drive With Due										0	1				1	1
9021V	Fail to Drive With Due		2	1	1		2	3		2	11	1		1	1	3	14
9023C	Drive Thru Barricade -				4	1					5					0	5



9000 Codes By City

osse,Osseo

Date Range: 4/1/2018 to 4/30/2019

9023V	Drive Thru Barricade -				6	1					7					0	7
9024	Wrong Way/One Way						1				1					0	1
9024V	Wrong Way/One Way			1							1				1	1	2
9040V	Follow Too Close - Verbal					1					1					0	1
9044V	Stop Arm Violation -						1				1					0	1
9048V	Fail to Dim/Lights Off/In						1	1			2					0	2
9078C	REV/SUSP/IMP Plates -			1							1			2		2	3
9078V	REV/SUSP/IMP Plates -		1					1			2					0	2
9078W	REV/SUSP/IMP Plates -		1								1					0	1
9079	EXPIRED									1	1					0	1
9079C	Expired Tabs/Registration -	1	3	3	5	4	11	9	5	6	47	2	3	8	3	16	63
9079V	Expired Tabs/Registration	4	2	6	6	3	5	4			30	1	2	1	5	9	39
9079W	Expired Tabs/Registration										0			1		1	1
9081V	Unreasonable Accel -		1								1					0	1
9085C	Child Not In Carseat -			1							1					0	1
9100	OTHER PARKING VIOL							1			1					0	1
9100C	Other Parking Violation -	4	5	1	2		5	5	11	3	36	1		3		4	40
9100W	Other Parking Violation -					1		10			11					0	11
9133	HANDICAPPED ZONE									1	1					0	1
9133C	Handicapped Zone -						1				1					0	1
9133V	Handicapped Zone -									1	1					0	1
9137	WINTER PARKING VIOL										0		1			1	1
9137C	Winter Parking Violation -									4	4	7	48	30		85	89
9202	NO VALID MN DL										0			1		1	1
9202C	No Valid MN DL - Citation	1	1	4	4	1	3	3	1	1	19		2	2		4	23
9202V	No Valid MN DL - Verbal			2		1	2			3	8	1		2		3	11
9208C	No DL in Possession -	1	1	3			1				6		2	1		3	9
9208V	No DL in Possession -		1				1				2					0	2
9209C	Violate ignition interlock -										0		1			1	1
9210	VIOLATE DL				1			1			2					0	2



9000 Codes By City

osse,Osseo

Date Range: 4/1/2018 to 4/30/2019

9210C	Violate DL Class/Limited	1			3	1	1	2			8					0	8
9210V	Violate DD Class/Limited		1					1			2					0	2
9211C	Fail to Correct DL -	1									1					0	1
9211V	Fail to Correct DL - Verbal						1				1					0	1
9212	EXPIRED DL	1									1					0	1
9212V	Expired DL - Verbal						1				1					0	1
9213C	Restriction Violation -						2				2					0	2
9220	DAS/DAR/DAC		1		2	1		1	1		6					0	6
9220C	DAS/DAR/DAC - Citation	7	12	11	10	9	9	3	2	5	68	2	5	8	4	19	87
9220V	DAS/DAR/DAC - Verbal		2	1	1	2	1	2	1	1	11	1	2		1	4	15
9225C	No Seatbelt On - Citation		1	1						1	3				1	1	4
9225V	No Seatbelt On - Verbal		4	1	1		8	1		1	16		1			1	17
9248C	Tinted Window - Citation									1	1		1	2		3	4
9248V	Tinted Window - Verbal		2		2				1	1	6		1	2		3	9
9249	OBSTRUCTED	1			1	1		1	1		5	2		3		5	10
9250	CRACKED WINDSHIELD				1						1					0	1
9250C	Cracked Windshield -		1								1					0	1
9250V	Cracked Windshield -		2		3	3					8	1			1	2	10
9251	HEAD/TAIL/BRAKE						2				2					0	2
9251C	HEAD/TAIL/BRAKE							1			1					0	1
9251V	HEAD/TAIL/BRAKE	9	9	12	11	6	19	14	8	9	97	4	5	4	2	15	112
9252	NO PLATE/PLATE				1						1		1	1	1	3	4
9252C	No			1		1					2			1	1	2	4
9252V	No	2	3	3	5	3	2	4	1	3	26		1	1		2	28
9253	LOUD	1									1					0	1
9253V	Loud Exhaust/Muffler -	1	1	2	2						6					0	6
9254	UNSAFE EQUIPMENT		1								1					0	1
9254C	Unsafe Equipment -							1			1					0	1
9256	UNSECURED/LEAKY	1				1					2	1				1	3
9261	LITTERING			1					2		3			3	2	5	8



9000 Codes By City

osse,Osseo

Date Range: 4/1/2018 to 4/30/2019

9261V	Littering - Verbal Warning						1				1					1
9262	Juvenile Offense	1									1					1
9270	VANDALISM/PROPERTY	3	4	1	2	1			1		12	1	3	2	2	20
9270V	Vandalism/Property							1		1	2					2
9273	NO MV INSURANCE		1								1					1
9273C	No MV Insurance -		2	5	4	5	3	1		2	22	1		5	2	30
9273V	No MV Insurance - Verbal	1		1			1	1			4		1		1	6
9301	MISSING PERSON	1	2	1	1		5	2			12	1	1	1		15
9302	MISSING ANIMAL									1	1					1
9303	MISSING/LOST	1		1				1		1	4		2		2	8
9312	FOUND ANIMAL		1								1		1			2
9313	FOUND PROPERTY		4	5	3		4	3	2	1	22	2	3	5	1	33
9315	ABANDONED VEHICLE	2	1	4	2		2	3	1	1	16	1	1		3	21
9316	RECOVERED STOLEN		1								1		1	1		3
9400	OTHER ACCIDENTS		2	2	1		2	1	3		11	1	3	3	2	20
9531	FALL/CUT		1	1							2					2
9532	BURN	1		1							2					2
9542	FALL	3	2	4	9	3	7	8	7	4	47	3	4	7	7	68
9600	Other Fire/Smoke		2		1	1					4	1	1		1	7
9605	Vehicle Fire	1									1					1
9610	FIRE ALARM		4	1		1		1		1	8	2	4	2	2	18
9611	GAS LEAK/SMELL				1	1		1			3					3
9620	BOMB THREAT									1	1					1
9625	BUILDING INSPECTION	2									2					2
9692	HAZ ROAD CONDITION										0		1	1		2
9700	SUICIDE					1					1					1
9720	SUDDEN DEATH	2						1			3					3
9730	OTHER MEDICAL	21	22	33	26	23	30	22	28	32	237	28	21	30	26	342
9732	Medical Alarm				1			1			2		2	4	1	9
9737	WELFARE CHECK -	7	9	8	4	7	1	8	5	3	52	7	2	13	14	88



9000 Codes By City

osse,Osseo

Date Range: 4/1/2018 to 4/30/2019

9738	WELFARE CHECK - JUV		1								1		1			1	2
9740	MENTAL HEALTH ISSUE	3	1	3	1			1	3	4	16	2		1	3	6	22
9800	INFO REC'D	47	45	44	68	75	32	33	50	32	426	45	67	35	31	178	604
9801	VERBAL DOMESTIC	6	2	7	4	4	1	2	2	3	31	3	3		3	9	40
9804	CIVIL MATTER	6	4	2	3	5	6	5	2	5	38	9	2	8	1	20	58
9805	Trespass Warn/Order			1	1	1	1	1	1	2	8					0	8
9806	DISTURBANCE/FIGHT/L	10	10	4	9	10	14	8	4	4	73	6	7	8	8	29	102
9809	RECEIVE COURT	5	1	2	3		3	2	1		17			2	2	4	21
9810	SUSPICION	4	10	13	11	15	14	9	7	8	91	9	10	12	9	40	131
9811	OPEN DOOR/WINDOW	2	1	1	3	4	4	1	1	1	18		2			2	20
9813	SCAM/FRAUD ATTEMPT			1							1					0	1
9817	BURNING COMPL		1		2						3					0	3
9820	SHOTS FIRED										0		1			1	1
9822	MISC. JUVENILE		2			1	1	4	2	4	14	1		3	1	5	19
9826	LEAKY LOAD/DUMPING				1						1					0	1
9828	DRIVING/TRAFFIC	1	7	5	4	5	8	8	4		42	6	2	3	1	12	54
9829	PARKING COMPL	12	3	9	4	1	7	7	12	6	61	6	8	9	3	26	87
9830	HOUSE/BUSINESS	321	237	225	261	215	225	274	271	289	2318	413	365	392	239	1409	3727
9832	RECORD CHECKS	7	21	16	9	14	15	11	8	6	107	3	14	12	3	32	139
9835	FIREARM PERMIT	2	5	2	2	5	4		2	1	23		4	5	3	12	35
9841	ALCOHOL COMPLIANCE						6				6					0	6
9842	TOBACCO			5							5					0	5
9844	Solicitor Permit	4		1		2	1				8					0	8
9845	PARKING PERMIT				1					1	2	1	3	1	1	6	8
9850	OTHER ORD VIOL			1	1						2					0	2
9850C	OTHER ORD VIOL	1		1	1						3		2			2	5
9857C	ANIMAL VIOLATION -		1							1	2					0	2
9860	ANIMAL	4	4	3	6	8	6	4	2	4	41	6	2	7	2	17	58
9871	POLICE	1	1	1			2		1		6	1	2			3	9
9872	FUNERAL ESCORT				1	1		1			3			3	2	5	8



9000 Codes By City

osse,Osseo

Date Range: 4/1/2018 to 4/30/2019

9875	FINGERPRINTS	4	5	3	4	2	1	1	3	3	26	4	3	5		12	38
9878	MOTORIST	9	3	1	2			4	1	5	25	3	12	3	2	20	45
9879	UTILITY PROBLEM	1	1	4	2	2	3	1	3	3	20	6	3	4	2	15	35
9880	PUBLIC ASSIST	18	10	14	10	18	8	13	15	13	119	16	18	16	5	55	174
9881	LOCKOUT	3	9	4	10	7	10	6	7	6	62	9	8	9	3	29	91
9882	BUSINESS ALARM	9	2	7	1	8	10	10	14	12	73	7	8	11	4	30	103
9883	CO2 ALARM			1							1					0	1
9884	HOME ALARM		1	4	1				4	1	11	7	4	3	2	16	27
9888	911 HANG-UP	2	5	6	5	5	1	6	1	3	34		1	2	1	4	38
9892	Drug Violation					1					1					0	1
9892C	Drug Violation - Citation				1						1					0	1
9900	ASSIST OTHER DEPT	2		1	2		2		1	4	12	3	1	3	2	9	21
9901	WARRANT/ATTEMPT/AR	1	5	2	1		1	2	3		15	1		4		5	20
9907	Impound Release		1								1					0	1
9908	TRANSPORT							1			1					0	1
9912	ADMINISTRATIVE								1		1	3				3	4
9916	VEHICLE		2	1	2	1	1		5	3	15		2	3	1	6	21
9940	Internal Affairs			1						1	2					0	2
9969	Sex Offender/POR	1			2	3	5	1	1	2	15	2				2	17
9981	DRILL/ALERT		3	1							4					0	4
9990	ASSIST OWN DEPT							1			1					0	1
9999	RIDE-ALONG			1		1		1			3					0	3
Grand Total											5183					2514	7697

The language was drafted so as to not specifically call out dispensaries. The approach was to draft a Zoning Ordinance Text Amendment (ZOTA) which simply states a business in Maple Grove must meet City, County, State and **Federal** law. While medical marijuana (and if recreational marijuana is ever passed in the state) is allowed by State law it is not allowed by Federal law. Therefore, a business would not legally be able to locate in the city of Maple Grove no matter how the use is defined. If marijuana would ever become legal Federally then a moratorium or specific ban could be put in place.

Here is the language in the code:

*"Compliance. No structure shall be erected, converted, enlarged, reconstructed or altered and no building, structure or land, in whole or in part, shall be used for any purpose or in any manner which is not in conformity with the provisions of this chapter or county, state or **federal** law."*

Subject:Street Parking in Osseo

Hello,

I own 33 4th St. NW, in Osseo. I have recently heard an earful from my tenants about parking issues. Many of my clients have handicapped patients who need to park near the front door of the building in order to get in. Recently the Osseo gun club has obtained street parking permits from the police and are parking on our side of the street near the front of my building. Tenants are threatening to leave because they cannot guarantee that their clients can have easy access to the building. I know we have one handicapped spot near the side of the building but it is a rather long walk if you are handicapped. is there any possibility of getting another handicapped spot in front of my building near my entrance?

--

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