

**Excelsior Fire District Board
EXFD Governing Board Meeting
Wednesday, November 19, 2025**

**24100 Smithtown Road
Shorewood, Minnesota
6:00 P.M.**

MINUTES

1. CALL TO ORDER

Chair Maddy called the meeting to order at 6:02 P.M.

ROLL CALL

Present: Excelsior Fire District (EXFD) Boardmembers: Maddy, Gallagher, Jewett, Caron, and Jennings.

Also present: Excelsior Fire District (EXFD) Chief Mackey; Excelsior Fire District Assistant Chief Basinger; Deephaven Administrator Madsen; Shorewood City Administrator Nevinski; Tonka Bay City Administrator Holl; Excelsior City Manager Luger.

Absent: None

2. APPROVAL OF AGENDA

Chair Maddy explained that he had asked to add an agenda item related to the heavy rescue surplus as New Business, item D.

Jennings stated that he would like to add two items: Dual Service, and Update on the OSHA investigation.

Chair Maddy noted that since those items had not previously been discussed, they would also be added under New Business.

Jennings moved, Gallagher seconded, approving the EXFD Governing Board meeting agenda, as amended. Motion passed 5/0.

3. FIRE CHIEF PERFORMANCE REVIEW

Chair Maddy read aloud a statement explaining that the Board would be moving into a closed session, pursuant to MN Statutes 13D.05, Subdivision 3(a), evaluation of the performance of an individual subject to the EXFD Board's authority.

Jewett moved, Karon seconded, to move into a Closed Session, pursuant to MN Statutes 13D.05, Subdivision 3(a), evaluation of the performance of an individual subject to the EXFD Board's authority. Motion passed 5/0.

4. INDEPENDENT OUTSIDE INVESTIGATION

Chair Maddy stated that the Board was back in an open session and explained that they had met in Closed Session, for discussion of allegations made to an individual that is subject to the EXFD Board's authority, pursuant to MN Statutes 13D.05, Subdivision 2(b). He read aloud a statement related to the Board's

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consideration of this situation and outlined the suggestion to engage Attorney Michelle Soldo as a third-party investigator to review the allegations.

Jennings moved, Caron seconded, approving engaging Attorney Michelle Soldo as a third-party investigator to review charges and allegations, gather information, draft and submit a summary report and findings of fact regarding the allegations and charges against an individual subject to the EXFD Board's authority. Motion passed 4/1 (Gallagher opposed).

5. APPROVAL OF MINUTES

A. September 2025, EXFD Board Minutes

Gallagher moved, Caron seconded, approving the EXFD Board Work Session Minutes of September 2025, as presented. Motion passed 3/0/1 (Jennings abstained).

6. CONSENT AGENDA

A. Monthly Fire District Administrative Reports – September - October, 2025

B. Report of the Operating Committee Minutes – October 2025

C. Treasurer's Report (Year to Date)

D. Awarded contract with Kraus-Anderson Facility Assessment for 2026 - \$9,000

Jennings moved, Jewett seconded, approving the Consent Agenda, items A through D, as presented. Motion passed 5/0.

7. MATTERS FROM THE FLOOR

There were no matters from the floor presented this evening.

8. REPORT AGENDA

A. Chiller Replacement at Station 1 – Update

Chief Mackey gave a brief update on the chiller replacement at Station 1 and noted that they were expecting it to be installed a bit earlier than planned.

B. Fire Chief/Fire District Report/Major All Calls/Staffing – Update

C. Communications

Chair Maddy noted that information for items B and C could be found within the packet materials.

9. Unfinished Business

A. Chief Performance Review Report

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No report was provided.

10. NEW BUSINESS

A. Relief Association Presentation

Representatives from the Excelsior Fire Fighter Relief Association (EFFRA) gave an overview of the organization, goals, pension plan, organization chart, how the accounts are funded, contributions from the City, overall investment strategy, and the SBI performance.

B. Any new Fire Board members appointed for 2026

No updates.

C. Looking into 2026 Chair and Vice-Chair of Fire Board 2026

Chair Maddy noted that this should take place at the first meeting in 2026. He stated that the City of Tonka Bay voted to send Mayor Jennings as their representative to the EXFD.

D. Heavy Rescue Surplus

Chair Maddy asked if the truck had sold for \$172,500 and if there were fees on top of that number.

Chief Mackey indicated that there were no additional fees.

Chair Maddy asked if the Board wanted to discuss those excess funds or if they wanted to leave them in a contingency fund.

Following the discussion, **Jewett moved, Gallagher seconded, to reimburse excess profit from the heavy rescue vehicle sale to the chiller fund and reimburse member cities who had already paid for the chiller replacement. Motion passed 5/0.**

E. Dual Service

Chair Maddy stated that a question had been asked about whether the EXFD full-time staff were eligible for EFRRA membership. He noted that the Board had been in discussion with lawyers for months and explained that some clarity on this issue would be coming soon.

F. OSHA Investigation - Update

Chief Mackey gave a brief overview of the OSHA investigation and its resolution related to a rekindling of a Shorewood house fire and PPE usage during the call. He stated that it was determined that one firefighter went in without his helmet late in the overhaul, but not during an active fire, and explained that was corrected at the call. He reviewed the information that the EXFD had been provided to OSHA and noted that this met their requirements, so the case had been closed.

Mr. Madsen noted that engaging a public relations and communications consultant had not been added to the agenda, as requested. He suggested that it probably should have been handled under Communications.

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Chair Maddy moved the meeting back to item 8.C., Communications.

Mr. Madsen explained that due to the delicate nature of some of the agenda topics, the Operating Committee had explored options of bringing in a public relations specialist to assist in communication efforts. He reviewed the names of the 3 agencies that had been consulted and explained that the recommendation from the Operating Committee was to engage Paul Omodt for these services.

Following the discussion, **Caron moved, Jennings seconded, approving engaging Paul Omodt for public relations and communication services, not to exceed \$5,000. Motion passed 5/0.**

11. NEXT MEETING

A. EXFD Board Meeting January 28, 2026, 6:00 P.M., Station 1

12. ADJOURNMENT

Gallagher moved, Caron seconded, Adjourning the EXFD Governing Board Meeting of November 18, 2025, at 10:31 P.M. Motion passed 5/0.