Excelsior Fire District

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24100 Smithtown Road, Shorewood, MN 55331

OPERATING COMMITTEE MEETING MINUTES
WEDNESDAY, AUGUST 19,2026

CALL TO ORDER & ATTENDANCE

Operating Committee Chair, Kristi Luger, called the meeting to order at 10:21 a.m.

Members Present: Dan Madsen (Deephaven City Administrator), Kristi Luger (Excelsior City Manager), Tom Fletcher (Greenwood Mayor in the capacity of City Administrator), Max Peters (Tonka Bay City Administrator) and Marc Nevinski (Shorewood City Administrator).

Members Absent: None

Staff Members Present: Interim Fire Chief, Nate Basinger

1. **APPROVAL OF AGENDA**
   Motion was made by Nevinski, and seconded by Peters, to approve the agenda. Motion carried by a vote of 5-0.

2. **APPROVAL OF MINUTES**
   Motion was made by Madsen, and seconded by Nevinski, to approve the Minutes. Motion carried by a vote of 5-0.

3. **APPROVAL OF BILLS**
   Motion was made by Fletcher, and seconded by Luger, to approve the July bills. Motion carried by a vote of 5-0.

4. **BUDGET UPDATES**
   Interim Chief Basinger shared that the budget saw overruns in some line items due to the payout of vacation time, attorney fees and consulting fees; but that these overruns appeared to be offset by decreased expense offered by the vacant administrative chief position salary. Members of the Operating Committee discussed that the overall operating budget was generally on target through July.

5. **ADMINISTRATIVE REPORTS – JULY**
   Interim Chief Basinger discussed that there had been 152 calls for service, response time for in-service was hitting the goal of around two and one-half minutes overnight shifts.

6. **BOARD MEETING ITEMS**
   a. **Next Fire Board Meeting**
      The next Fire Board meeting is on September 23, at 6:00 pm at the EOC in Station 1.

   b. **Major 'All Call'**
   Interim Chief Basinger explained that there had been six mutual aid calls to date that included the Deephaven garage fire, a fire in Minnetonka Beach, an apartment fire in St. Louis Park and the Haskell's fire.

7. ADMINISTRATIVE UPDATES

a. Personnel/Staffing

Interim Chief Basinger shared that the Fire Department interviewed seven firefighters and are moving on with four in the hiring process. There are currently 43 firefighters, but the ranks will move down to 42 in September.

The Administrative Consultant Position had narrowed the search down to five finalists for the consulting position. Two of the five stood out as being a potential strong fit for the opportunity. Interviews would be set with the two finalists with the goal of making an offer for the position to one of them in the coming weeks.

Members of the Operating Committee discussed the Fire Marshall vacancy and position and briefly discussed the potential of combining the Assistant Chief and Fire Marshall positions in the future depending on the outcome of the current search. The title of the position, salary range and having the hire be a budget neutral proposition were reviewed as a part of the discussion. The question of the need for inspections of food trucks at the level that was currently being enforced was raised at a high level, but this matter was not discussed in detail.

b. Apparatus and Stations

The Operating Committee discussed current equipment and the conditions of Fire Station 1 and 2. There was some discussion and review of the capital plan for Fire Station 1, and it was suggested that a capital plan be created at some point in the future for Fire Station 2.

8. Accreditation Presentation

- Interim Chief Basinger presented information on an accreditation program available from the Center for Public Safety Excellence. The program provides fire department accreditation, a process in which departments undergo a thorough self-assessment focused on identifying strengths and areas for improvement. This program provides credentialing of fire services professionals, and offers individuals and departments opportunities for information and knowledge to stay on the forefront of the profession. Members of the Operating Committee reviewed the benefits of the program, but had some question as to timing and whether the EFD was currently poised to take full advantage of the benefits of such a program. The conversation was noted to be continued at a future date.

9. NEXT MEETING DATE AND TIME

Wednesday, September 16, 2026, at 10:00 a.m.

10. ADJOURNMENT

Motion was made by Madsen, and seconded by Peters, to adjourn the meeting. Motion carried by a vote of 5-0 and the meeting was adjourned at 12:30 p.m.

Minutes respectfully submitted by Dan Madsen