



EXCELSIOR FIRE DISTRICT

Proudly serving the communities of: Deephaven, Excelsior, Greenwood, Shorewood, & Tonka Bay

Excelsior Fire District Board Meeting

Wednesday, September 23, 2026

6:00 pm

Excelsior Fire District - EOC (Station 1)

Meeting Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Meeting Minutes (July)
4. Consent Agenda
 - a. Disposal, Recycling, and Auction of Out-of-Service Equipment Memo
 - b. Monthly Fire District Administrative Reports – July/August 2026
 - c. Report of the Operating Committee minutes – July/August 2026
5. Matters from the Floor
6. Report Agenda
 - a. Fire Chief: Fire District Report/Major All calls/Staffing update.
 - a. Administrative Consultant
 - b. Assistant Chief/Fire Marshal
7. Unfinished Business
 - a. Budget update/UPS
8. New Business
 - a. Self-assessment presentation
9. Next Fire Board Meeting, November 18, 2026, at 18:00.
10. Adjourn

**Excelsior Fire District Board
EXFD Governing Board Meeting
Wednesday, July 15, 2026**

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

MINUTES

1. CALL TO ORDER

Chair Gallagher called the meeting to order at 6:00 P.M.

ROLL CALL

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

Also present: Excelsior Fire District Interim Fire Chief Basinger; Deephaven Administrator Madsen; Shorewood City Administrator Nevinski; Tonka Bay City Administrator Peters; Excelsior City Manager Luger.

2. APPROVAL OF AGENDA

Maddy moved, Jewett seconded, approving the EXFD Governing Board meeting agenda, as presented. Motion passed 5/0.

3. APPROVAL OF MINUTES

A. June 2026, EXFD Board Minutes

Chair Gallagher stated she had a correction to these minutes, as she was absent from that meeting, but it had her calling the meeting to order.

Boardmember Caron noted that on page two, the third paragraph stated that she said the packet needed to be updated. She stated she meant the policy in the packet needed updating, not the packet itself.

Boardmember Caron continued that through pages six and seven, she thought everywhere following EXFD, the word "Board" should follow for clarity. Chair Gallagher reiterated that "EXFD Board" should be used consistently throughout the minutes for clarity. Boardmember Caron noted that it does not need to be repeated throughout, and saying "Board" may be easier.

Boardmember Jewett noted that on page two, the first paragraph, it states the annual pension amount was listed as \$12,750, but it should have been \$12,075.

Caron moved, Maddy seconded, approving the EXFD Board Work Session Minutes of June 2026, with the corrections. Motion passed 5/0.

4. CONSENT AGENDA

- A. Monthly Fire District Administrative Reports – June 2026**
- B. Report of the Operating Committee Minutes – June 2026**

Maddy moved, Broas seconded, approving the Consent Agenda, items A through B, as presented. Motion passed 5/0.

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 2 of 13

5. MATTERS FROM THE FLOOR

No one wished to address the EXFD Board.

6. REPORT AGENDA

A. Fire Chief: Fire District Report/ Major All calls/Staffing update

Interim Fire Chief Basinger noted there were two major all calls, with a structure fire in Deephaven on July 4, and a second fire on Minnetonka Beach. No injuries were reported at either fire. There were a few calls on the lake on July 4; again, no injuries, but the wind and waves made it difficult.

Interim Fire Chief Basinger noted that staffing levels are still at 43 firefighters. Interviews are continuing to hire five to six more firefighters that would move on to the Fire Academy in the fall.

Interim Fire Chief Basinger added that the Administrative Consultant Position has been posted on the League of Minnesota Cities website. Staff has also been looking at neighboring departments for their Fire Marshal positions to see how they are structured, as they look at their Fire Marshall to retire at the end of November.

Chair Gallagher asked if the fire at Minnetonka Beach called for mutual aid. Interim Fire Chief Basinger confirmed that was correct.

Chair Gallagher asked if there was discussion about how the Administrative Consultant will be reviewed. Mr. Nevinski responded that there have not been discussions about that.

Chair Gallagher asked if anything had been decided about doing a review with the Administrative Consultant every three months, especially if this individual is going to be hired soon.

Ms. Luger noted that because this is a temporary assignment, there will be a review of the position but not the person. She added that if the contract is not working, the contract will be cancelled.

7. UNFINISHED BUSINESS

A. 2027 Budget

Interim Fire Chief Basinger noted that the big question has been how to handle the bonding with the buildings. He stated he met with the Operating Committee and will continue discussions regarding bonding, but it will not have any budgetary impacts until 2028.

Interim Fire Chief Basinger noted that web hosting will no longer be free beginning in August. Options are being explored now, but fees for web hosting can range anywhere from \$500 to \$1,500 per month and have been estimated and input into the budget at \$1,000 per month.

Boardmember Jewett stated he has a 2027 file and asked if it is different from the 2028 file being presented. Interim Fire Chief Basinger stated he was on the wrong screen.

Interim Fire Chief Basinger added that a potential landscaping contract for both stations has been added to the operating budget. A line item for fireworks will also be added to the budget to track those costs. Firefighter time will also be tracked separately so the Fire Department knows exactly what it costs in

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 3 of 13

Staff time for the Fourth of July weekend. Staff time for special events will also be tracked separately. For 2027, the budgeted time will be up to 400 hours of firefighter time for special events. This will give the Department a starting point to specifically track those hours and costs.

Boardmember Jewett asked where the \$30,000 came from. Interim Fire Chief Basinger stated that Staff had to go back through timecards over the last three to four years and look at all the special events and calculate the number of Staff and hours, which came out to \$30,000.

Chair Gallagher asked if the \$17,000 would cover special events. Interim Fire Chief Basinger stated \$8,000 is allocated for Fourth of July activities, and if the Department cannot cover special events with 400 firefighter hours in a year, then that is another conversation, especially if the Department is thinking about charging for it or getting reimbursed somehow.

Boardmember Caron asked if the \$8,000 came out of this year's Fourth of July or if that is a projection. Interim Fire Chief Basinger noted that this year's Fourth of July cost \$7,300 and the Fire Department did not staff the morning 5K like they normally do, so the \$8,000 is a cushion for next year.

Boardmember Jewett stated invoices would not be sent for events like National Night Out when fire trucks visit neighborhood parties. Interim Fire Chief Basinger noted that is why the budget has money set aside for special events, because the Department would not be invoicing each neighborhood for events like that.

Boardmember Caron asked if there is a line item for community service events. Interim Fire Chief Basinger stated that previously it was all lumped under firefighter salaries. Boardmember Caron added that it would be good to know what events like a National Night Out cost versus a true special event, and have those separated.

Interim Fire Chief Basinger stated the goal is to track those costs more specifically as they move forward. Boardmember Caron noted that the community could be made aware then of what those events cost.

Chair Gallagher noted that it will be good that those events are separate line items if residents have questions about events costing more. Interim Fire Chief Basinger added that for reimbursable items, these events should be tracked separately.

Interim Fire Chief Basinger noted that salary and benefits have stayed the same, and the CIP includes flat roofs, garage doors, and server hardware. Police are counting on bonding for their UPS system, which is a battery backup for a generator and is in the 2027 budget. Since it services the whole building, it will be a fifty-fifty split. The Fire Department budget includes \$75,000 for their half of the UPS system, with hopes that it will come in less than that.

Boardmember Maddy asked if that is a building-wide UPS system. Interim Fire Chief Basinger noted that it is not designated outlets that are hardwired, but the HVAC system will be tied to it. Boardmember Maddy added that most of the components can take the 10-second downtime. Interim Fire Chief Basinger noted that has been the discussion between the Fire Department and the Police Department, but this impacts the Police Department more, and anything with a building-wide impact is a fifty-fifty split.

Boardmember Jewett asked if the Police Department is sharing the roof repair costs. Interim Fire Chief Basinger noted that the estimate for the roof was \$70,000 and each Department is giving \$35,000.

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 4 of 13

Boardmember Caron asked if there is an agreement somewhere. Mr. Nevinski stated there was an agreement, but he has not looked at it in a while; when the building was built, there was an agreement that spelled out joint responsibilities.

Boardmember Jewett asked if the UPS is original to the building or if it was put in after it was built, and who paid for it then. Boardmember Maddy asked if the Police Department really needs the UPS system, what they have done for the last year and a half without one.

Interim Fire Chief Basinger stated that the Police Department has been using old battery backups, and right now the whole thing is switches and bypass. If this is pushed off until the 2028 budget or the bonding process, there is a potential risk of smaller electronics getting damaged during monthly startups.

Boardmember Caron asked what the bottom line is for these budget changes. Interim Fire Chief Basinger noted that for 2027, with the UPS system added in, there is a 6.39 percent increase. The following year, with the bond payment for a truck, the CIP is looking at a 3.87 percent increase.

Chair Gallagher asked about the garage door opener fee of \$8,000. Interim Fire Chief Basinger noted that fee is for big, heavy commercial doors, and the fees include new openers and doors. The Department has budgeted to replace two a year, and there are 12 doors total; if the Board would prefer to use bonding to pay for those doors, that can be discussed.

Chair Gallagher asked if the doors require a lot of maintenance. Interim Fire Chief Basinger noted they are maintained annually, but the doors that get used most frequently get wear and tear and can become unusable or need repair. Chair Gallagher asked if that line item includes maintenance fees. Interim Fire Chief Basinger noted that there is a separate maintenance line item for the doors.

Chair Gallagher asked if the Department could get through the year without replacing any of them. Interim Fire Chief Basinger confirmed that doors themselves would not have to be replaced, but the openers have been cobbled together over the past 20 years.

Chair Gallagher asked what the line item CO/NO sensors are. Interim Fire Chief Basinger stated those are carbon monoxide sensors that need to be replaced throughout the building.

Boardmember Caron asked what UPS stands for. Interim Fire Chief Basinger stated it stands for Uninterrupted Power Supply.

Interim Fire Chief Basinger stated an MDC is a laptop or tablet that interfaces with the county's CAD system in the command vehicles.

Chair Gallagher asked if the Department already has those. Interim Fire Chief Basinger stated they only have one left that is at the end of its useful life. The Department would get two new ones. Chair Gallagher asked how the Department would use those. Interim Fire Chief Basinger stated the Department would use them instead of the radio during storms when there is a high influx of calls to all Departments across Hennepin County.

Boardmember Caron asked if this presentation can be sent to the Board with notes about what those types of items are.

Chair Gallagher thanked Rochelle Johnson for putting in the notes that she did.

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 5 of 13

Boardmember Caron asked if there is a fund balance policy. Interim Fire Chief Basinger stated it is 20 to 30 percent.

Boardmember Caron asked if the total cost breakdown by cities is \$174,202, and \$75,000 of that is for the UPS. Interim Fire Chief Basinger stated that the total increase is correct.

Boardmember Maddy stated the Police Department is hurting for cash more than the Fire Department, and asked why the Police Department thinks this is good timing to get a new UPS. Interim Fire Chief Basinger stated he does not know that answer, but the Police Department has been pushing for it for the past year.

Boardmember Maddy noted that three of the four cities would be paying that amount twice for something that the Fire Department does not really need. Interim Fire Chief Basinger stated that he would have to defer to Justin to answer those questions, but to answer the previous question about whether or not there was anything that would not survive a 10 to 15 second lapse in power, he does not know.

Chair Gallagher added that it is a lot of money. Boardmember Maddy agreed, and noted that if the Fire Department does not need it, he is skeptical.

Boardmember Caron added that it is \$150,000 split between the four cities.

Chair Gallagher asked if other Fire Departments have a UPS system. Interim Fire Chief Basinger stated he does not know how many have them as part of their generator backup. He stated he does not want to downplay Justin's argument for a UPS building-wide system, but he has concerns that when replacing it, other electrical issues may be found.

Boardmember Caron asked what the next step is to understand the idea better of splitting this cost with the Police Department. Interim Fire Chief Basinger stated he had discussions with Justin about waiting a year and bonding for the new UPS, but Justin expressed concerns about losing electronics during power surges. Boardmember Caron asked if there is any other alternative.

Boardmember Maddy noted that a power surge sounds like a transfer switch issue, not a generator or battery issue. He noted that even hospitals do not have a building-wide UPS because most electronics can handle a 10-second outage.

Interim Fire Chief Basinger stated this was brought up last year as well, and he never heard back why individual battery backups could not be used instead.

Boardmember Maddy stated maybe he was missing something, and if there is a good reason for the building-wide UPS, the Board needs it.

Boardmember Caron asked where the budget is without the UPS added in.

Chair Gallagher noted that it would have been helpful to have the Police Department explain why they need the UPS system.

Boardmember Caron noted that this is something the Operating Committee needs to dive into. Ms. Luger added she does not recall this being brought up in any of their budget meetings.

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 6 of 13

Interim Fire Chief Basinger noted the UPS was one of the first things the Police Department wanted included in the bond. Ms. Luger added that it is part of the building maintenance too, and was budgeted for \$65,000, but it was never discussed.

Mr. Nevinski added that there was discussion about two other big items that were being considered for bonding, and sometimes it was referred to as a battery backup. He noted that he thought the UPS system has been talked about more on the Police side than on the Fire side. Ms. Luger stated that she does not remember discussing it on the Police side. Mr. Nevinski stated he does remember the Chiefs talking about the fact that there is not one that currently works and the damage caused by a drop in power or a surge.

Interim Fire Chief Basinger noted that because the EOC is tied to it, there may be a grant opportunity there. Boardmember Jewett asked what the EOC is.

Ms. Luger answered that it stands for the Emergency Operations Center.

Interim Fire Chief Basinger noted that he was not sure there is a grant for \$150,000 for batteries and that it would be a year-long process.

Ms. Luger stated that the reality is the budget has to be set tonight. Boardmember Maddy noted that the budget can always be reduced later, so the budget can be set tonight and discussions can continue about the UPS system.

Mr. Nevinski asked if part of the issue is how the battery backup would be wired in and cannot be segregated out. Interim Fire Chief Basinger noted that not all systems would be tied to the UPS, but there would be no way to segregate it.

Boardmember Jewett noted that it would be good to see the original payment structure when the building was built.

Chair Gallagher asked if the UPS sits next to the generator and is not being accessed. Interim Fire Chief Basinger stated it looks like a big surge protector, almost like a 12-volt battery. Chair Gallagher asked how it would work if everyone used individual battery backups.

Boardmember Maddy noted that right now it is in bypass mode so electricity does not even touch it.

Boardmember Jewett asked about the salary increase of three percent, and the Fire Marshall salary pay range. Interim Fire Chief Basinger noted the salary for the Fire Marshall will be between \$105,000 and \$110,000. The Department has not had a part-time inspector for most of the year, and that is not a feasible position moving forward, so both roles would be handled by the Fire Marshall in the future.

Boardmember Jewett asked if they are creating that new role at Minnetonka. Interim Fire Chief Basinger stated the previous Fire Marshall there passed away, and they will be posting the open position, which will give the EXFD Board an idea of what the applicant pool is.

Boardmember Jewett asked what the timing is for the Battalion Chief 3 position. Interim Fire Chief Basinger stated that if the budget is approved, they would post that position in October for an early January start.

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 7 of 13

Boardmember Jewett asked about the firefighter salary increase. Interim Fire Chief Basinger stated the salary is set at \$24.00 per hour right now.

Boardmember Caron noted that in the July budget, the rate was listed at \$23.00 per hour. Interim Fire Chief Basinger stated that the numbers they have been looking at tonight include the \$24.00 per hour rate.

Boardmember Jewett asked about duty officer pay and weekend overnight duty crew pay. Interim Fire Chief Basinger explained that for overnights there are stipends; it is not an hourly rate. On Sunday through Thursday, the stipend is \$80 a night, and Friday and Saturday it is \$100 to do an overnight shift. The Duty Officers are paid a \$100 stipend per day. Boardmember Jewett asked how many hours they have to be there. Interim Fire Chief Basinger stated the Duty Officer is there for a 24-hour shift. The Battalion Chief has been taking over that role when necessary. The Duty Officer will take the duty truck and can be at home and go straight to the scene when a call comes in.

Boardmember Jewett stated his total personnel services number was \$1,948,000, but Interim Fire Chief Basinger's number is \$1,978,000, and asked what that increase is from 2026. Interim Fire Chief Basinger stated the previous number was \$1,729,988 and there is a 14.37 percent increase. Boardmember Jewett noted that number is what he wants to draw his attention to and understand.

Chair Gallagher asked why it says \$23.00 an hour versus \$24.00. Interim Fire Chief Basinger stated that an updated budget was not sent out after the last meeting.

Boardmember Caron asked where the \$24.00 per hour rate puts them compared to other districts. Interim Fire Chief Basinger noted that it is difficult to compare, but with the pension and hourly rate, they would be in the upper tier.

Boardmember Caron asked what the plan is now that the hourly rate has been set to \$24.00 per hour. Interim Fire Chief Basinger noted that now that the rate is \$24.00, they will assess rates next year.

Boardmember Caron asked if Battalion Chiefs are paid duty crew hours in addition to salary. Interim Fire Chief Basinger stated they fill the duty officer role, but as part of their salary position.

Boardmember Jewett noted that the Board voted a year ago that if an employee is a non-exempt employee, they cannot get paid hourly.

Boardmember Caron stated that all firefighters are required to participate in duty crew to maintain their pension, and asked if the Board knows what a firefighter makes annually. Interim Fire Chief Basinger responded that it depends on how many shifts they work. Some firefighters make it a part-time job, with a minimum requirement of two overnight shifts, with the majority doing three or four. Hours are capped at 120 per month.

Boardmember Caron asked if the Fire Inspection role will change in some way. Interim Fire Chief Basinger noted that the inspector role originally was to inspect special events. A firefighter could not be a permanent part-time inspector, so the current Fire Marshal started picking up those inspections.

Chair Gallagher added that the current Fire Marshal has been doing a lot of education, and asked if the new hire will do that as well or if the role will be tailored down. Interim Fire Chief Basinger noted that, when looking at all the expectations of the role of Fire Marshal, priorities for the cities need to be set to determine what the new hire will focus on.

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 8 of 13

Chair Gallagher asked if Interim Fire Chief Basinger would ask the cities what their priorities are for the Fire Marshal position. Interim Fire Chief Basinger noted that would be helpful, because each of the cities has its own priorities.

Chair Gallagher asked if the Board needed to make a motion to approve this budget. Boardmember Jewett noted that there is not another meeting scheduled until September.

Boardmember Maddy added that it needed to be approved now unless the Board wanted to have a special meeting. He noted he is comfortable approving the budget as is, and having further discussions about alternatives for the UPS system.

Maddy moved, seconded by Jewett, to approve the proposed 2027 Fire District budget, with ongoing discussions with the Police Department regarding the UPS system. Motion passed 5/0.

B. Proposed JPA amendments

Boardmember Jewett noted that the proposed JPA amendment from the May meeting has gone out to all the cities. The Board can now discuss and provide feedback.

Mr. Broas noted that he presented it to Tonka Bay City Council and it was the consensus among the Council not to reopen the JPA.

Boardmember Caron added that there was a discussion at a Work Session in Excelsior, and while there is some outdated language that is easy fixes, the Council unanimously agreed they did not want to open up the full JPA for discussion or make any changes beyond the easy language fixes.

Boardmember Maddy noted that the consensus for the Shorewood Council was that if the JPA did get reopened, the Council wanted to see what that would look like first with an Administrator, and wanted to wait. Mr. Nevinski agreed and noted that there is hesitancy with the Council right now to open the JPA with everything else that is happening right now.

Chair Gallagher added that the Greenwood City Council had questions about language in the JPA, and if there could be compromise with some of the points that could get full consensus, but the timing is not right to make changes right now.

Boardmember Jewett noted that changing the JPA is an endeavor, but section five does talk about a Fire Chief and a District Administrator as two separate entities, with the District Administrator being the only full-time paid position. This is problematic with how the Board is going to operate with the JPA, as they look to hire both positions. He added that it needs to be addressed with an evolving formula of who pays for what in the Fire District, and there is never going to be a good time to change a document. There is an evolving formula for what cities pay that is reviewed every three years in the Police Department's JPA that would work well for the Fire District. He noted that there is a member of the Board that is not happy with the way the JPA is written, and pays 30 percent into the Fire District; it is worth the time to figure something out. He added that Deehaven proposed amendment changes that have to be presented to the Board, and after review, a report must be issued to the member cities within 90 days.

Boardmember Caron asked where Boardmember Jewett was reading that. Boardmember Jewett responded that section 15, under amendment of the agreement, spells out this process.

Boardmember Jewett added that the fact that other Councils agreed that some of the language needs to be cleaned up, but not the language that was proposed by Deehaven, is an admission that things need to

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 9 of 13

be cleaned up. He noted that all members of the Board are there to represent their city's taxpayers and pay appropriately for the service their residents are getting, but Deephaven is paying the Fire District well over \$800,000 this year. He noted that Tonka Bay is also overpaying for its use of the Fire District, and it would be to Tonka Bay's benefit to look at the payment structure in the JPA.

Mr. Broas stated that Tonka Bay is well aware of the discrepancy, and the Council knows that they are using the Fire District less than what they are paying for, but this involves a large piece of the JPA to revisit. He noted that he agreed with several of Boardmember Jewett's other comments, but he brought the JPA to Tonka Bay's Council, and their consensus was not to revisit the JPA at this time.

Boardmember Jewett noted that means Tonka Bay will not get a good deal. Mr. Broas added that holistically, a lot of changes to the JPA were proposed, which eliminated the Council's appetite to revisit the JPA.

Chair Gallagher stated that since most cities are not willing to revisit the entire JPA, she asked if things can be changed one at a time.

Mr. Broas stated his understanding is that there would be a vote to reopen the JPA for revisions, and at that point negotiations would begin not just about small language changes or specific things related to usage versus payment but everything in the JPA that was determined a long time ago.

Boardmember Jewett noted there is no definition of opening up the JPA; that is a made-up term people use to talk about amendments. The point of amending the JPA is that if someone proposes an amendment, each City votes by resolution to approve the amendment, and the JPA is amended. Deephaven did put 15 to 20 amendments into one resolution, which requires a lot of discussion, but a one-item change is allowed.

Chair Gallagher added that the JPA has not been looked at for amendment in 15 years. Mr. Broas pointed out it was last amended in 2011, which is why he felt like it was time, and he can bring it back to Tonka Bay's Council and explain that the EXFD Board wants a more targeted approach, but right now the Council does not want to revisit the JPA.

Boardmember Caron stated the process is not as simple as it sounds. Previous discussions were about amendments regarding the Operating Committee responsibilities and not opening up the whole JPA. Revising a document that is this complex will require multiple conversations and is a long process.

Chair Gallagher asked if the proposed amendments are up for discussion in order to come to a compromise.

Boardmember Caron added that other work needs to be done here. The EXFD Board does not have bylaws, which is not a small task either. The Board has other things they need to be looking at, and next year, if there is an appetite to start a JPA discussion, then the core work will be completed, especially as a new Board.

Boardmember Jewett asked if Boardmember Caron would be willing to adopt the same pay formula that the South Lake Police Department uses for the Fire District.

Boardmember Caron stated that Excelsior would most likely say no to that. The formula is structured now so that it equalizes across the cities. Boardmember Jewett pointed out that it equalizes for all the cities except Excelsior.

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 10 of 13

Boardmember Caron stated that Boardmember Jewett is only looking at it one way, which is via tax capacity. It equalizes what each household pays across the entire Fire District. To have that conversation, modeling would have to occur to show the current formula and what that means per household, as well as looking at a new formula. When the cities landed on the original JPA language, it took mediation, which is another long process.

Boardmember Jewett stated that the Police Department uses population, tax capacity, and incident call reports. In the Fire Department, the policy just uses tax capacity. Boardmember Caron noted that the Fire Department is using that policy for the reasons she stated, and Excelsior is not going to be interested in more discussions.

Boardmember Jewett asked why Boardmember Caron agreed to that formula for the Police Department. Boardmember Caron stated that it was a mediated formula, because at that time, Excelsior took some steps that other cities disagreed with, and to resolve that disagreement, all the cities went into mediation, and it took months.

Ms. Luger added that it was an arbitration decision; it was not a mediation in the end. The difference with fire service is that fire service is trying to protect the value of properties, which is why using the value of properties makes sense. This has been looked at holistically as a district to try and protect value, which is a common formula type to use for Fire Districts. This fire formula looks at the size of the cities, what structures look like, and the bigger the structure, the more complicated and valuable the property is.

Mr. Madsen stated that a lot of Fire Department JPA's have different formulas and factor in usage, actual fires, and non-fire-related calls. There is value in having more metrics than solely property valuation, but it is debatable.

Ms. Luger stated that they do not want to open up Pandora's Box either because the Board has been operating as one unit, which has worked, but when the conversation shifts to who the winners and losers are, more things get brought up. She noted that Excelsior does not need a pumper truck, and asked if it is fair that Excelsior is paying for a truck that the city does not need. She noted that those debates do not happen because it is about the Fire District as a whole.

Mr. Madsen noted this is why there is a process to discuss changes and the Board decides.

Boardmember Caron stated that this is asking to open up a lot of messy things, people get angry, and it creates concern among the people that live and work in the Fire District. There are other things that should take priority after the significant change the Fire District has had before talking about the JPA. She stated per the policy in section 15.2, each of the Board members gave their report to their member City Councils, and the City Councils need to adopt their resolution stating their positions on it.

Boardmember Maddy added that the protection of property argument does not hold, because 80 percent of calls are medical.

Mr. Broas added that even though there is a lot of emotion around this conversation, this is the best conversation he has ever had regarding this topic. It is important to remember that everyone is trying to do the best thing for their member city residents.

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 11 of 13

Boardmember Jewett stated that the other piece in the Police JPA voting structure is that everything the JPA requires a four-out-of-four vote to pass anything. He asked if the Board would be willing to change it to either a two-thirds majority or a five-out-of-five majority to get things through.

Mr. Broas stated the Tonka Bay Council does not want to make any changes to the JPA at this time.

Boardmember Jewett stated that for the capital expenses, it requires a two-thirds majority vote, but the operating expenses require a simple majority vote. He asked if the Board would be willing to make operating expenses require a two-thirds majority.

Boardmember Caron asked if Boardmember Jewett is saying something different from what was given to the Board before.

Boardmember Jewett stated he is now looking at the Police Department's JPA to find consensus. Mr. Broas asked if the revision of the JPA includes the two-thirds majority rule too and is looking to expand it to all decisions, not just majority rule. Boardmember Jewett confirmed that is correct.

Boardmember Caron asked if this means it would have to be a supermajority vote for everything. Boardmember Jewett confirmed and asked if the Board would be willing to do that. Boardmember Caron noted that the Excelsior does not want to open the JPA conversation this year.

Boardmember Jewett asked what would make Excelsior open the JPA discussion. Boardmember Caron stated the outdated language is what the Excelsior Council identified.

Mr. Broas asked if updating the language is enough to incentivize reopening the JPA. Boardmember Caron stated she did not ask the Excelsior City Council that question and cannot make that decision for the Council.

Mr. Broas asked that question because the formality of the Operating Committee and their role was initially one of the reasons why Tonka Bay wanted to revisit the conversation, but it still was not enough to reopen the JPA.

Boardmember Caron stated her view that the Operating Committee was an amendment, not fully reopening the JPA and looking at everything. A language update is modernizing it and requires legal help, because changing words changes meanings.

Boardmember Jewett added that everyone on the Board has the common goal for the best fire service possible, but paying the bill for that service is also a big component. He noted he did not know what the budget was in 2001, but now it is \$2.9 million, which is a massive number, and the Fire Department gets used the most in Excelsior and Shorewood. He asked how much everybody is comfortable paying for that, and noted the JPA pay policy has not been touched since 2001, and that is not okay anymore. While the Board wants to wait and discuss it more next year, the cities will all be in the same position regarding who is paying the most and who is using the Fire District the most. He stated he will take this as a report back to Deephaven and see what happens next, but overall the policy is unfair, and he has to speak up for his city.

Mr. Broas noted that Tonka Bay pays 13 or 14 percent, and their calls are less than other cities, but he does not see it as unfair because of how the policy was formulated using house values and other factors. He added that calculating the price formula based on population and number of calls is too

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 12 of 13

straightforward. He noted that he understands where Boardmember Jewett is coming from, and will bring it back to Tonka Bay's City Council so they understand how other member cities are feeling.

Boardmember Maddy added that the community does not stop at a political line, and a lot of the calls in Excelsior are not made by Excelsior taxpayers. He added that if one city fails, all the cities lose out, and that is how he has made peace with what they are paying for the Fire District on paper. There has been direction given from four Councils, and nothing is going to happen tonight. He asked if this is going to be put to rest, or if the Board needs to make a plan to move forward.

Ms. Luger added that she is involved with the Police JPA, and right now they are going through some struggles, and it is affecting officers, in that they are thinking about leaving. She stated there has been a lot of time spent trying to protect the firefighters to try and stabilize the District. She added that while she understands where Boardmember Jewett is coming from, he should be very careful and aware that JPA conversations are very disruptive for everyone.

Boardmember Caron thanked Boardmember Caron for his comments about Excelsior, and noted that Excelsior does not track who is making calls while in Excelsior. The more the Board can function as a community within the Fire District, the JPA, and the Police force.

Chair Gallagher stated everyone has given direction, and asked if the Board needs to vote on anything.

Boardmember Caron asked for some clarity on section 15.2, so everyone is comfortable.

Chair Gallagher noted that 15.2 reads that any member City may propose amendments to this agreement. Such amendments shall be in the form of a Board or City Council resolution, and shall clearly identify the proposed amendment and the reasons for the amendment. Any such proposed amendment shall be presented to the Board. The Board shall review the proposed amendment and issue a report on it to the member cities within 90 days of the proposed amendment. She noted that the member cities have done all of those so far. She continued that member cities shall have 90 days after the Board issues its report in which to adopt City Council resolutions as identified in section 15.1

Boardmember Caron asked if everyone is reading that as each City Council needs to pass a resolution stating their position.

Mr. Broas noted that it seems like that would be something: if there was a change being proposed and the City Council supported it, then the next step would be a resolution, but there is no interest, so therefore there is no need for a resolution. Boardmember Caron stated that is how she read it too, but she thought she heard something different from Deephaven.

Boardmember Jewett stated he is understanding it differently now, but it is probably worth asking the Attorney to ask how to proceed.

Chair Gallagher stated that this could be brought forward again in a different format and other amendments may come up at the next meeting. Boardmember Jewett stated he would like clarity from the Board Attorney on the process, and wait for the next meeting.

Chair Gallagher asked if Boardmember Jewett would contact the Board Attorney. Boardmember Jewett confirmed he could contact the Board Attorney.

EXFD GOVERNING BOARD MEETING MINUTES

July 15, 2026

Page 13 of 13

Boardmember Caron asked if this was an Operating Committee task and normally the ones that communicate with the Attorney. Ms. Luger confirmed that was correct and certainly can reach out to the Attorney.

Boardmember Jewett stated it could be an email to explain how Section 15.2 applies to this process.

Mr. Madsen noted that if it is truly just an email asking how to get through Section 15.2, Interim Fire Chief Basinger would be the best person to communicate with the Attorney.

Mr. Broas stated that the email should clarify that even if there was some need to create a resolution, that resolution could contain nothing because no action is being taken. Boardmember Caron stated it would seem like there is no action needed, but there should be some clarity.

8. NEW BUSINESS

9. NEXT MEETING

A. Fire Board Meeting September 23, 2026, at 18:00

Chair Gallagher confirmed the next meeting will be on September 23, 2026, at 6:00 PM.

10. ADJOURNMENT

(2:12:32) Maddy moved, Broas seconded to adjourn the EXFD Governing Board Meeting of June 24, 2026, at 8:11 P.M. Motion passed 5/0.

Memo



To: Excelsior Fire District Fire Board

From: Nate Basinger, Interim Fire Chief; Troy Walsh, Battalion Chief 2

Date: 09/15/2026

Re: Disposal, Recycling, and Auction of Out-of-Service Equipment

Purpose

Staff requests Fire Board approval to dispose of, recycle, or auction various out-of-service, obsolete, damaged, or otherwise unusable items currently held in District storage.

Background

As electronics, tools, equipment, and apparatus components are replaced or retired through normal operations and maintenance, obsolete and unusable items have accumulated in storage. These items occupy valuable space and no longer serve any operational purpose. They fall into three general categories:

- Out-of-service electronic equipment that is obsolete, damaged, or no longer compatible with current technology.
- Damaged or obsolete metal items with no remaining operational use, suitable for recycling.
- Tools and equipment removed from fire apparatus or replaced with newer equipment that are obsolete, damaged, or no longer useful.

Proposed Action

Staff requests authorization to remove these items from active inventory and dispose of them as follows:

1. Electronic Recycling

Out-of-service electronics will be delivered to an appropriate electronic recycling facility. Any equipment containing organizational data will have that data securely removed beforehand.

2. Metal Recycling

Obsolete or unusable metal materials will be sent to an appropriate metal recycling facility.

3. Auction of Usable Tools and Equipment

Retired tools and equipment that retain resale value will be offered for public auction rather than disposed of, to recover residual value for the District. Examples include:

- Former SCBA air compressor, SCBA units, and accessories
- Hand and power tools
- Radio and pager equipment and accessories
- Specialty fire service tools
- Other tools and equipment removed from apparatus during replacement or upgrades

Items with no reasonable resale value, or that are damaged beyond economical repair, will instead be routed to recycling or disposal.

Use of Auction Proceeds

Proceeds from the sale of surplus equipment will be retained by the District and used, consistent with applicable policy and Fire Board direction, to support future equipment purchases, replacement, modernization, and maintenance.

Recommendation

Staff recommends the Fire Board approve the removal and disposition of the identified items as described above.

Requested Fire Board Action

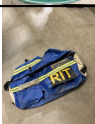
Move to approve the disposition of identified out-of-service, obsolete, damaged, or otherwise unnecessary electronic equipment, metal materials, tools, and apparatus components; authorize staff to process these items through appropriate electronic recycling, metal recycling, and auction channels as applicable; and authorize staff to use auction proceeds for future equipment purchases, replacement, and modernization, consistent with applicable policy and Fire Board direction.

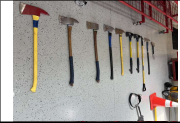
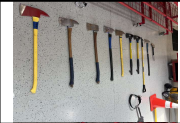
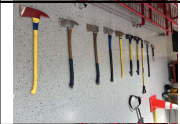
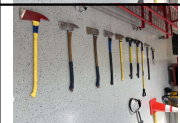
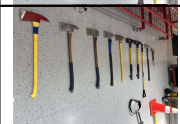
Attached: Auction Items list, Recyclable Items list, electronics disposal company flyer

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Estimated Value</u>	<u>Photo</u>			<u>Status</u>
16" Super-Vac Box Fan	1	Used Smoke Extractor Box Fans	\$50				Auction
16" Super-Vac Box Fan	1	Used Smoke Extractor Box Fans	\$50				Auction
16" Super-Vac Box Fan	1	Used Smoke Extractor Box Fans	\$50				Auction
16" Super-Vac Box Fan	1	Used Smoke Extractor Box Fans	\$50				Auction
16" Super-Vac Box Fan	1	Used Smoke Extractor Box Fans	\$50				Auction
12" Super-Vac Box Fan	1	Used Smoke Extractor Box Fans	\$50				Auction
24" Tempest PPV Fan	1	Used Positive Pressure Ventilation Fan	\$100				Auction
21" Tempest PPV Fan	1	Used Positive Pressure Ventilation Fan	\$100				Auction
21" Tempest PPV Fan	1	Used Positive Pressure Ventilation Fan	\$100				Auction
16" Tempest PPV Fan	1	Used Positive Pressure Ventilation Fan	\$100				Auction

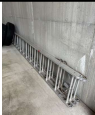
3'x1' Sandwich Boards	5	Used for Accountability - No Longer in Use	\$40			Auction
Motorola Portable Radio Bone Mic Headset	1	Bone Mic Headset for Motorola XTS Radios	\$10			Auction
Fire-Com Headset	1	Fire Com Headset set up for Motorola XTS Radios	\$20			Auction
Ear Piece Headset for	2	Ear Piece Headset for XTS Radios	\$10			Auction
Motorola Monitor-III (3) Pagers	3	Motorola Pagers - No Longer Usable Software	\$10			Auction
Motorola Monitor-IV (4) Pagers	28	Motorola Pagers - No Longer Usable Software	\$40			Auction
Motorola Pager Chargers	38	Motorola Pager Chargers for Monitor III & IV - No Longer Usable	\$40			Auction
XTS to APX Adapters for Portable Radio Chargers	21	Motorola XTS to APX Radio Charger Adapters	\$20			Auction
HP Printer Cartridge S/N- CF289YC (New 2022)	1	Black Toner Cartridge S/N- CF289YC	\$50			Auction
Printer Cartridge - Compatible Q7551X-K (New 2013)	4	Black Toner Cartridge Used in HP Laser Jet P3005 / M3027 MFP / M3035 MFP	\$50			Auction

Power Converter	1	Astron RS-12A	\$40			Auction
Brother DR-350 Drum Unit Printer Cartridge	1	Printer Cartridge	\$50			Auction
Printer Cartridge - Compatible CE255X(J) (New 2018)	1	Black Toner Cartridge	\$50			Auction
Bauer SCBA Air Compressor	1	Used SCBA Air Compressor for filling SCBA Bottles	\$1,500			Auction
Spare Tire & Rim	1	LT275 / 70R18 Load Range E	\$20			Auction
Police Squad Car Cage	1	Pro-Gard Cage	\$5			Auction
SCOTT SCBA Bottles (Expired & Stems/Pressure Gauges Removed)	23	SCOTT SCBA Bottles (sell in lots of 5)	\$40			Auction
SCOTT SCBA Bottles (Expired)	22	SCOTT SCBA Bottles (sell in lots of 5)	\$40			Auction
SCOTT SCBA Packs	15	SCOTT SCBA Packs (sell in lots of 5)	\$50			Auction
SCOTT SCBA Pack Regulators	12	SCOTT SCBA Regulators (sell in lots of 5)	\$5			Auction

SCOTT Twin Cartridge Respirator Filter Attachment	14	SCOTT Twin Filter Attachment (sell in lots of 5)	\$10			Auction
SCOTT Cartridge Respirator Filters	13	SCOTT Twin Filter (sell in lots of 5)	\$10			Auction
SCOTT SCBA Voice Amps (New Never Used)	5	SCOTT SCBA Voice Amps (sell individual)	\$25			Auction
SCOTT SCBA Masks (Large)	8	SCOTT SCBA Masks (sell in lots of 2)	\$10			Auction
SCOTT SCBA Masks (Medium)	45	SCOTT SCBA Masks (sell in lots of 5)	\$10			Auction
SCOTT SCBA Masks (Small)	5	SCOTT SCBA Masks (sell in lots of 5)	\$10			Auction
Tub of SCOTT SCBA Mask Parts	1	Misc. Tub of SCOTT SCBA Mask Parts	\$5			Auction
Tub of SCOTT SCBA Pack Parts	1	Misc. Tub of SCOTT SCBA Pack Parts	\$5			Auction
3 RIT SCBA Bags & Hose Connections	3	RIT SCBA Bags & Hose Connections (sell individual)	\$15			Auction
Pick Head Axe - Composite Handle	1	Pick Head Axe	\$10			Auction

Pick Head Axe - Wood Handle	1	Pick Head Axe	\$10			Auction
Flat Head Axe - Wood Handle	1	Flat Head Axe	\$10			Auction
Pick Head Axe - Wood Handle	1	Pick Head Axe	\$10			Auction
Pick Head Axe - Composite Handle	1	Pick Head Axe	\$10			Auction
TNT Tool	2	TNT Tool	\$10			Auction
6'ft Pike Pole	1	Pike Pole	\$10			Auction
Pick Head Axe - Composite Handle	1	Pick Head Axe	\$10			Auction
Slide Axe	1	Slide Axe	\$10			Auction
Apartment Bundle Strap	1	Apartment Bundle Strap	\$10			Auction
10" Emergency Glow Sticks	41	Glow Sticks	\$5			Auction

Flood Light - Bulbs	Aprox. 25	Flood Light - Bulbs (Used)	\$10			Auction
Parts to Apartment Bundle Strap	1	Used - Apartment Bundle	\$5			Auction
Parts to Apartment Bundle Strap	1	Used - Apartment Bundle	\$5			Auction
Parts to Apartment Bundle Strap	1	Used - Apartment Bundle	\$5			Auction
Milwaukee Apartment Bundle Strap	9	Used - Apartment Bundle	\$5			Auction
Espar Eberspacher Easy Start PRO for Airtronic	2	Control Head & Cables, New in Box	\$50			Auction
SCOTT Eagle Attack TIC	3	TIC, Charging Cradle, & Extra Battery	\$300			Auction
SCOTT Eagle Attack TIC - Charging Cradle Only	1	Charging Cradle (Only)	\$25			Auction
SCOTT Eagle Attack TIC - Extra Battery	1	Extra Battery (Only)	\$20			Auction
SCOTT Eagle Attack TIC - Charging Cradle Straps	3	Charging Cradle Straps (Straps Only)	\$10			Auction

Desk/Table	1	Old Table/Desk	No Value			Auction
35' ft Extension Ladder	1	35' ft Extension Ladder	\$100			Auction
Folding Wheel Chock	1	Used Folding Wheel Chock	\$20			Auction
2, 5-Gallon Diesel Cans	2	Used, Non Commercial Compliant	\$10			Auction
18V Ryobi Drill	1	Ryobi Drill, Charger, and Bag (No Battery)	\$10			Auction
QRAE 4-Gas Air Monitors	3	Removed from service QRAE Air Monitors	\$30			Auction

Item	Quantity	Description	Estimated Value	Photo		Status
Motorola Portable Radio Model XTS 2500 - Battery Clips	6	XTS Radios	No Value			Recycle
Audiovox Cell Phone	1	Audiovox Cell Phone	No Value			Recycle
Dell Laptop	1	Dell Laptop	No Value			Recycle
Dell Laptop	1	Dell Laptop	No Value			Recycle
Dell Laptop	1	Dell Laptop	No Value			Recycle
Projector	1	Casio Projector	No Value			Recycle
Watchguard Cyber Security - Firewall, Email, Web Security	1	Watch Guard Firebox 1000	No Value			Recycle
Lenovo - Desktop	1	Desktop Computer	No Value			Recycle
Pace - Digital Transport Adapter Cable Box & Power Adapter	4	Cable Box	No Value			Recycle
NEC Monitor	1	Computer Monitor	No Value			Recycle
Desktop Computer	2	Nobilis Computer	No Value			Recycle
Printer	1	Xerox Printer	No Value			Recycle

Desktop Computer Model I376M RTS	1	Nobilis Computer	No Value			Recycle
Desk Phone	2	Inter-Tel	No Value			Recycle
T-Mobile Wifi Router	1	Model KVD21	Unknown			Recycle
Motorola Portable Radio Model XTS 2500 Chargers	11	XTS Radios Chargers	No Value			Recycle
Pace - Digital Transport Adapter Cable Box & Power Adapter	2	Cable Box	No Value			Recycle
Century Link Modem	1	Modem	No Value			Recycle
Fortinet - Firewall	1	Station 2 Firewall	No Value			Recycle
Fortinet - Wireless Interenet Point Controler	1	Station 2 Wireless	No Value			Recycle
Fortinet - Wireless Interenet Point Controler	1	Station 2 Wireless	No Value			Recycle
Vtech Phone	1	Station 2 Phone	No Value			Recycle
Intergra Telecom - Adtran 608	1	Integrated Access Device (IAD) often used by telecommunications providers	No Value			Recycle
Adtran - 3rd Gen	1	Integrated Access Device (IAD) often used by telecommunications providers	No Value	No Photo		Recycle

Adtran - Net Vanta 818	1	Integrated Access Device (IAD) often used by telecommunications providers	No Value			Recycle
D-Link Router	1	Router	No Value			Recycle
Verizon Wireless Reciver	1	Portable Wireless Reciver	No Value			Recycle
Verizon G'z One Phones	3	Former Mobile Phones	No Value			Recycle
Sanyo-Sprint Phone	1	Former Mobile Phones	No Value			Recycle
Recon TDS Pocket PC	1	Former Mobile PC	No Value			Recycle
Mediacom - Digital Adapter Self-Instalation Kit	3	Former Cable TV Systems	No Value			Recycle
Radio/Stereo	1	Former Fitness Room Radio	No Value			Recycle
Part to a Foldable Wheel Chock	1	Part from Broke Wheel Chock	No Value			Recycle
TFT Intake Fitting	1	Damaged Intake Fitting from E21, Damaged in Crash	No Value			Recycle



Secure and Responsible ELECTRONIC WASTE RECYCLING



PCs for People is a 501(c)(3) nonprofit and national leader in IT asset disposition (ITAD) offering certified data destruction and recycling services.



i-SIGMA
MEMBER

Microsoft
AUTHORIZED
Refurbisher

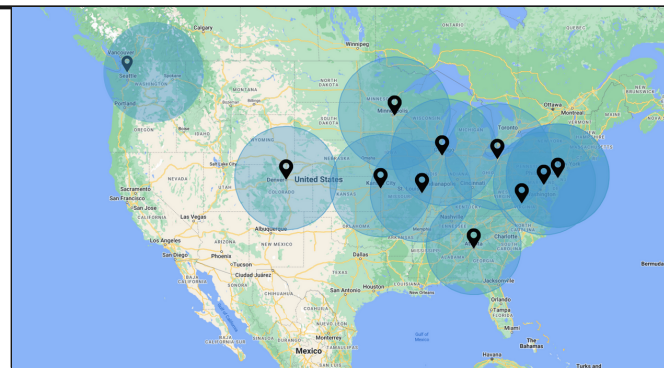
**SOCIALLY
RESPONSIBLE**

**CONVENIENT
PICKUP**

**ZERO
LANDFILL**

Schedule a Pickup Today!

Convenient white-glove pickup services are available in **Maryland, Minnesota, Colorado, Ohio, Illinois, Missouri, Georgia, Pennsylvania, Washington, Virginia, and neighboring states**, with nationwide shipping logistics support available. We generally schedule 1-2 weeks out and can set up recurring pickups to meet your needs.



Online: www.pcsforpeople.com/schedule-a-pickup
Email: recycle@pcsforpeople.org

Your Account Manager:

Keely Coxwell

Account Manager

206-580-3000

kcoxwell@pcsforpeople.com

Service Overview



Asset Pickup
and Removal



Asset Label/Tag
Removal



Certified Drive
Removal and
Data Sanitization



Environmentally
Responsible
Recycling or
Refurbishing



Detailed
Reporting w/
Certificates of
Destruction

Accepted Electronic Waste

We typically accept all functioning and non-functioning IT-related electronics. Recycling is free unless noted.

COMPUTERS AND ACCESSORIES

Laptops | Tablets | Desktop PCs | Monitors | Cables & Accessories | Circuit Boards/Cards | Computer Mice | Computer Power Supplies | Gaming Devices | Hard Drives | Keyboards | Media Speakers | Network Devices |
CRT/Tube Monitors and Televisions (\$.55/lb)

HOME ENTERTAINMENT

Cable Set Top Box (analog, digital, satellite) | Accessories & Cables | Plasma & LCD TVs | Stereo Equipment | Hi-Fi Speakers | Video Players | Digital Cameras | DVD Players | Video Cameras | Game Consoles |
Large Screen TVs (\$.55/lb)

SERVERS & DATA CENTER

Servers | Storage Arrays | Network Related Equipment | Power Distribution Units | Routers and Switches | Cabling | Switchgear | Panelboard | Mainframe Equipment | Server Racks

MOBILE DEVICES

Cell Phones/Smart Phones | Personal Digital Assistants | MP3 Players

OFFICE ITEMS

Phones and Communication Devices | Ink & Toner Cartridges | Fax Machines | Video & Audio Equipment | PBX Systems | Projection Equipment | Security Equipment | Receivers and Transmitters | Desktop Printers |
Large Format Printers and Copiers (\$.25/lb) | Smart Boards (\$.25/lb)

If you have items that are not on this list and would like to inquire about recycling, please contact your account manager or recycle@pcsforpeople.org.

Community Impact

PCs for People does more than securely recycle your electronic waste; we are a nonprofit social enterprise with **a mission to end the digital divide**.



88K+
people
supported



133K+
devices
distributed



6.4 million
pounds of e-waste
recycled



11,045
new internet
subscribers



Our Work Supports:

Digital Equity: Recycled computers are refurbished and distributed back into the community to support equal access to technology for low-income families.

Workforce Development: Our recycling warehouses employ adults from diverse backgrounds and with disabilities.

The Environment: If items are not reusable, we recycle every component, keeping millions of pounds of e-waste out of landfills.

July Call Information	
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	Total Calls	152	
	Duty Crew	46	
	Non Duty Crew	88	
	Duty Officer Only	15	
	Info Only	3	

Non-Duty Crew	In Service
	At Scene
Duty Crew Hours	In Service
	At Scene

Monthly Average		
90th%	Median	Mean
8:39	3:01	4:15
13:46	6:56	8:05
3:26	1:59	2:19
10:37	6:29	7:13

Call Types Per City						
	Deephaven	Excelsior	Greenwood	Shorewood	Tonka Bay	Mutual Aid
Total Calls	39	47	10	40	10	6

NERIS Call Types	Medical	16	26	9	15	4
	False Alarm/Cxl	5	5	0	4	2
	Hazardous Situation	12	4	1	5	3
	Public Service	4	10	0	8	1
	Fire	1	1	0	4	0
	Rescue	0	1	0	3	0
	None	1	0	0	1	0

Legend
Times
Excludes DO calls, DO times, routine calls
90th% = "guaranteed" time
Median = doesn't factor in "outliers"
Mean = true average of every call

Call Types
Medical: any medical-related call, excluding lift assists
False Alarm/Cxl: No incident found or FD not needed
Hazardous Situation: power lines, gas odors/leaks, motor vehicle accidents
Rescue: Water incidents, vehicle extrication, elevator rescue
Public Service: lift assists, assisting PD
Fire: smoke calls, structure fire, vehicle fire, grass fire, etc.
None: Utility work, test, misc. notification

Call Times Per City				
Deephaven	# of calls		Median	FF/Call
Non Duty Crew hours	10	In Service	4:34	6.2
		On Scene	12:26	
Duty Crew hours	6	In Service	2:35	
		On Scene	7:20	

Excelsior	# of calls		Median	FF/Call
Non Duty Crew hours	16	In Service	2:28	6.4
		On Scene	5:44	
Duty Crew hours	15	In Service	1:58	
		On Scene	7:32	

Greenwood	# of calls		Median	FF/Call
Non Duty Crew hours	6	In Service	1:20	13.3
		On Scene	5:20	
Duty Crew hours	3	In Service	1:38	
		On Scene	5:57	

Shorewood	# of calls		Median	FF/Call
Non Duty Crew hours	15	In Service	2:31	8.3
		On Scene	7:07	
Duty Crew hours	7	In Service	2:01	
		On Scene	5:38	

Tonka Bay	# of calls		Median	FF/Call
Non Duty Crew hours	7	In Service	4:21	7.1
		On Scene	6:31	
Duty Crew hours	0	In Service	-	
		On Scene	-	

Excelsior Fire District
Administrative Report
JULY 2026

	CALL INFORMATION								CALL/CITY						BUDGET INFORMATION						AVERAGES			
	CALL TOTAL	# MEDICALS	# FALSE ALARM/CXL	# HAZARDOUS	# FIRE	# PUBLIC SERVICE	# NONE	# RESCUES	DEEPAVEN	EXCELSIOR	GREENWOOD	SHOREWOOD	TONKA BAY	MUTUAL AID		FF CALL \$ (\$22/HR)	TRAIN HOURS	FF TRAINING \$ (\$22/HR)	DUTY CREW \$	OVERNIGHT DC \$	WEEKEND OVERNIGHT DC \$	DISPATCH TO ENROUTE	DISPATCH TO AT SCENE	FFs PER CALL
MONTH															FF CALL HOURS									
January	98	67	22	6		2	1		11	29	4	47	5	1	472	10,384.00	248	5,456.00	16,188.00	7,725.71	4,800.00	1.96	5.48	9.4
February	77	40	25	6	2	2	2		16	15	2	35	8	1	327	7,194.00	324	7,128.00	13,813.50	7,040.00	3,600.00	1.8	6.53	7.3
March	112	61	23	16	4	5	2	1	26	29	5	45	4	3	528	11,616.00	206	4,532.00	15,198.00	8,000.00	4,000.00	1.85	5.76	8.4
April	92	50	18	7	6	8	3		23	30	5	29	3	2	488	10,736.00	538	11,836.00	15,069.00	7,520.00	3,700.00	2.08	6.15	10.2
May	140	71	21	14	14	16	3	1	36	31	7	53	9	4	700	15,400.00	328	7,216.00	14,133.24	6,880.00	3,900.00	1.9	6.16	7.6
June	123	54	28	28	4	5	3	1	37	31	10	29	13	3	644	14,168.00	325.5	7,161.00	13,238.50	7,120.00	3,400.00	1.82	5.7	8.9
July	152	71	17	26	8	23	2	5	38	51	9	42	9	3	632	13,904.00	284	6,248.00	15,538.50	7,200.00	3,600.00	1.96	6.02	7.3
August															0.00	0.00	0.00							
September															0.00	0.00	0.00							
October															0.00	0.00	0.00							
November															0.00	0.00	0.00							
December															0.00	0.00	0.00							
TOTALS	794	414	154	103	38	61	16	8	187	216	42	280	51	17	3,791	83,402.00	2,254	49,577.00	103,178.74	51,485.71	27,000.00	1.91	5.97	8.44
July 2025 TOTALS	126	77	13		36				19	34	10	55	7	1	665	13,300.00	714	14,280.00	14,392.50	11,040.00	4,500.00	1.98	3.7	7.91
2025 YTD TOTALS	791	543	67		181				155	223	48	305	49	11	4780	95,600.00	3869	77,385.00	100,858.50	61,360.00	30,100.00	2.02	4.12	7.75

Call Types

Medical: any medical-related call, excluding lift assists

False Alarm/Cxl: No incident found or FD not needed

Hazardous Situation: power lines, gas odors/leaks, motor vehicle accidents

Public Service: lift assists, assisting PD

Fire: smoke calls, structure fire, vehicle fire, grass fire, etc.

None: Utility work, test, misc. notification

Payroll YTD:

FF Call	\$ 83,402.00
Training Hrs	\$ 49,577.00
Officer Stipend Pay YTD	\$ 13,169.05
DO Pay YTD	\$ 10,861.57
Special Pay YTD	\$ 19,605.50
Weekend Overnight DC YTD	\$ 27,000.00
Overnight DC YTD	\$ 51,485.71

Payroll Monthly:

Officer monthly Stipend	\$ 1,583.77
DO Monthly Pay	\$ 1,100.00
Special Pay Monthly	\$ 11,707.50
ESST	\$ -
	\$ 14,391.27

last Month Payroll total:	\$ 49,891.97
Monthly Payroll Total	\$ 60,881.77
YTD Payroll	\$ 359,599.57

Excelsior Fire District
Administrative Report
AUGUST 2026

	CALL INFORMATION								CALL/CITY						BUDGET INFORMATION							AVERAGES		
	CALL TOTAL	# MEDICALS	# FALSE ALARMS/CXL	# HAZARDOUS	# FIRE	# PUBLIC SERVICE	# NONE	# RESCUES	DEEPAVEN	EXCELSIOR	GREENWOOD	SHOREWOOD	TONKA BAY	MUTUAL AID	FF CALL HOURS	FF CALL \$ (\$22/HR)	TRAIN HOURS	FF TRAINING \$ (\$22/HR)	DUTY CREW \$	OVERNIGHT DC \$	WEEKEND OVERNIGHT DC \$	DISPATCH TO ENROUTE	DISPATCH TO AT SCENE	FFs PER CALL
MONTH																								
January	98	67	22	6		2	1		11	29	4	47	5	1	472	10,384.00	248	5,456.00	16,188.00	7,725.71	4,800.00	1.96	5.48	9.4
February	77	40	25	6	2	2	2		16	15	2	35	8	1	327	7,194.00	324	7,128.00	13,813.50	7,040.00	3,600.00	1.8	6.53	7.3
March	112	61	23	16	4	5	2	1	26	29	5	45	4	3	528	11,616.00	206	4,532.00	15,198.00	8,000.00	4,000.00	1.85	5.76	8.4
April	92	50	18	7	6	8	3		23	30	5	29	3	2	488	10,736.00	538	11,836.00	15,069.00	7,520.00	3,700.00	2.08	6.15	10.2
May	140	71	21	14	14	16	3	1	36	31	7	53	9	4	700	15,400.00	328	7,216.00	14,133.24	6,880.00	3,900.00	1.9	6.16	7.6
June	123	54	28	28	4	5	3	1	37	31	10	29	13	3	644	14,168.00	325.5	7,161.00	13,238.50	7,120.00	3,400.00	1.82	5.7	8.9
July	152	71	17	26	8	23	2	5	38	51	9	42	9	3	632	13,904.00	284	6,248.00	15,538.50	7,200.00	3,600.00	1.96	6.02	7.3
August	113	61	17	15	2	15	2	1	17	35	6	40	13	2	456	10,032.00	552.5	12,155.00	14,758.50	7,200.00	3,900.00	1.75	5.73	7.1
September																0.00		0.00						
October																0.00		0.00						
November																0.00		0.00						
December																0.00		0.00						
TOTALS	907	475	171	118	40	76	18	9	204	251	48	320	64	19	4,247	93,434.00	2,806	61,732.00	117,937.24	58,685.71	30,900.00	1.89	5.94	8.28
Aug 2025 TOTALS	99	66	10		23				13	31	5	39	7	4	520	10,400.00	527	10,540.00	15,488.00	9,360.00	4,900.00	2.15	3.73	6.69
2025 YTD TOTALS	890	609	77		204				168	254	53	344	56	15	5300	106,000.00	4396	87,925.00	116,346.50	70,720.00	35,000.00	2.04	4.07	7.62

Call Types

Medical: any medical-related call, excluding lift assists

False Alarm/Cxl: No incident found or FD not needed

Hazardous Situation: power lines, gas odors/leaks, motor vehicle accidents

Public Service: lift assists, assisting PD

Fire: smoke calls, structure fire, vehicle fire, grass fire, etc.

None: Utility work, test, misc. notification

Payroll YTD:

FF Call	\$ 93,434.00
Training Hrs	\$ 61,732.00
Officer Stipend Pay YTD	\$ 14,674.79
DO Pay YTD	\$ 11,857.40
Special Pay YTD	\$ 23,107.50
Weekend Overnight DC YTD	\$ 30,900.00
Overnight DC YTD	\$ 58,685.71

Payroll Monthly:

Officer monthly Stipend	\$ 1,505.74
DO Monthly Pay	\$ 995.83
Special Pay Monthly	\$ 3,502.00
ESST	\$ -
	\$ 6,003.57

last Month Payroll total: \$ 60,881.77

Monthly Payroll Total \$ 54,049.07

YTD Payroll \$ 413,648.64

Memo



To: Excelsior Fire District Fire Board and Operating Committee

From: Interim Fire Chief Basinger

Date: 08/13/2026

Re: July Budget vs Actual (snapshot) Report

As of July 31, we are 58% of the way through the fiscal year. Our operating expenses ended the month at 52.10% of budgeted, and overall expenses, including capital outlays, were at 56.40% of budgeted.

The only notable item since last month is the SCBA air compressor purchase. This was ordered a few months ago, and the invoiced amount of \$39,624.00 was paid in July. This was a budgeted expenditure in the 2026 CIP. The budgeted amount was \$35,000, but a price increase that occurred earlier this year pushed that price up. We are in the process of getting the old compressor listed on the auction site. We have heard similar units selling for between \$4,000 and \$6,000, so I am hopeful that we can sell ours for enough to at least offset the price increase.

Memo



To: Excelsior Fire District Fire Board and Operating Committee

From: Interim Fire Chief Basinger

Date: 09/11/2026

Re: August Budget vs Actual (snapshot) Report

At the end of August, our operating expenses were at 57.80% of the budget, and overall expenses, including capital outlays, were at 68.20% of the budget. Revenues were at 67.40% of the budget.

Here are a few items of note:

- The upfitting for the new Chief 1 and Fire Marshal lease vehicles were applied against the CIP. These upfitting costs were estimated under the respected leases on the CIP. The upfitting costs were higher than what was budgeted for, but we will have a better idea of the overall impact once the existing lease vehicles are returned, sold, and the equity applied.
- The CIP is at 131% (\$139,828 over). I believe this is due mostly to the sale of R11 for \$100k being factored into the 2026 budget to offset the SCBA costs, but it was realized in the 2025 budget and is part of the Unassigned Balance (reserve fund). Additionally, the Deeaphaven pre-payment for the SCBA is also in the Unassigned Balance. If both of those amounts were to be applied to the CIP, that line item would be back under budget.
- The firefighter salary line was higher than normal this month due to the July 4th activities being paid in August.



Excelsior Fire District

Proudly serving the Communities of
Deephaven • Excelsior • Greenwood • Shorewood • Tonka Bay

24100 Smithtown Road, Shorewood, MN 55331

Fire Operating Committee Meeting **July 15, 2026 at 11:00 AM**

CALL TO ORDER & ATTENDANCE

Operating Committee Chair, Kristi Luger, called the meeting to order at 11:48AM

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

Members Absent: None,

Staff Members Present: Interim Fire Chief Nate Basinger

1. Approval of Agenda

Motion by Madsen, Second by Nevinski to approve the Agenda – Motion passed 5-0

2. Minutes

Motion by Luger, Second by Peters to approve the June 17, 2026 minutes – Motion passed 5-0

3. Bills Motion by Peters, Second by Madsen to approve the Bills – Motion passed 5-0

4. Budget Updates

- Basinger mentioned that it is unclear that Fire Dept needs the Building Uninterruptable Power Supply UPS that is important to South Lake Minnetonka Police Department. Without UPS and adding in a few smaller items such as landscaping the draft 2027 budget increase is 2.93% and it is 5.8% with the UPS.

5. Administration

- a. Responses and Calls. No major calls for service in June, which was fairly low key. At 43 firefighters with 3 in interview process and 5 to interview.
- b. Administrative Consultant position is posted.
- c. Reviewing what Fire Marshall position will look like after retirement.

6. Board Meeting

- a. Next Fire Board meeting tonight July 15, 2026, 18:00 EOC Station 1.

7. Adjournment

- a. Motion by Nevinski, Second by Luger to adjourn at 12:11 AM – Motion Passed 3-0.

Next meeting Wednesday, August 19, 2026. 10:00 AM Fire Station 1 Conference Room

Minutes prepared by Tom Fletcher, City of Greenwood



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



EXCELSIOR FIRE DISTRICT

Proudly serving the communities of: Deephaven, Excelsior, Greenwood, Shorewood, & Tonka Bay

Operating Committee
Meeting Excelsior Fire Station
One Conference Room
September 16, 2026, 10:00am
– 12:00pm

CALL TO ORDER & ATTENDANCE

Operating Committee Member Kristi Luger called the meeting to order at 10:20 AM

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

Absent: None

1. Approval of Agenda – Fletcher/Luger – Approved 5/0
2. Approval of Minutes – Fletcher/Peters – Approved 5/0
3. Approval of Bills – Nevinski/Peters – Approved 5/0
4. Budget Updates
All the cities passed the EFD operations budget; Deephaven and Greenwood qualified its approval of the Capital budget by removing the UPS system from the capital budget. Basinger noted that an engineer has reviewed the UPS circuits and determined the UPS system can be downsized. EFD does generate a load for the UPS system. The OC discussed is the system can be localized or otherwise modified to reduce costs. It recommended the Chiefs develop a joint memo outlining considerations for the UPS and options to move forward given the budget situation.
5. Administrative Reports – August
 - a. No major All Calls. Basinger noted EFD has obtained a variance to allow the administration of certain medications (e.g. epinephrine) and this made a difference recently in a medical emergency.
 - b. Calls per City. Basinger clarified the August data pulls out duty officers involvement in calls. Rather it tracks firefighter performance. He noted duty officers are expected to respond in less than two minutes and be the first on scene. The Administrative report factors in duty

crew response. "In Service" times are within EFD control but "On Scene" times are affected by the location of event (distance, traffic, construction). Once the departments has 12 months of data, it will become more useful and insightful for performance measurement and decision making. Data is also available about responses to specific locations or events if cities have questions.

- c. EFD is looking to charge for gas line hits by contractors.
6. Board meeting items
 - a. Next Fire Board meeting – September 23, 18:00
 - b. Major All Calls to be discussed
7. Administrative Updates
 - a. Personnel and staffing
 - Administrative Consultant update – losing one FF who is moving out of state, which will put the department at 43 FF. Currently there are five recruits with offers. Staff is interviewing two more and talking with several FF who are looking to come back after some time away. Basinger noted importance of considering not only quantity of FF but also quality of skill for effective response, as well as strategically hiring fire fighters who live in some proximity to stations to improve response.
 - Administrative Consultant update – Working on finalizing the contract for board approval.
 - Fire Marshall posting – Interviewing three candidates.
 - Battalion Chief 3 – Posting position in early October to start in January 2027
 - b. Apparatus and stations – Working with McQueen on next engine purchase. Will be upfitting new vehicles as leases turn over.
8. Board/OC open comms – The OC discussed the importance of following the chain of command and department policy when questions of operations are raised.
9. Accreditation process update – The OC discussed the accreditation process in identifying gaps to strategically improve the district's operations and performance through self-assessment. It advised the Interim Chief share this with the board as full accreditation process, if pursued in the future, may have costs.
10. Next Meeting Date and Time
 - a. October 21, 10:00, Fire Station Conference Room

Adjourn at 12:10 - Madison/Nevinski – Approved 5/0

Submitted by Marc Nevinski
City of Shorewood

Memo



To: Excelsior Fire District Fire Board

From: Nate Basinger, Interim Fire Chief

Date: September 17, 2026

Re: Introducing CPSE Accreditation & Self-Assessment

The Excelsior Fire District is in a strong position today — progressive, successful, and delivering high-caliber service across our five communities. That success is exactly why I think it's the right moment to ask a harder question: is our current approach the best it can be, and is it sustainable for the next 5, 10, or 20 years? Several of you have already started asking versions of that same question — about response times, staffing levels, and future capital planning. I don't see those questions as a challenge to what we've built. I see them as the right questions, and as an opportunity to lead from the front through a genuine commitment to self-assessment.

For those less familiar with the term: CPSE, the Center for Public Safety Excellence, is the national body that accredits fire and emergency service agencies against objective, peer-reviewed performance standards. Accreditation itself isn't a single test — it's a designation earned by measuring our own operations against those standards through rigorous self-assessment, then verified by an independent peer review team.

As the interim Fire Chief, my priority is straightforward: keep the District moving forward and make sure we are planning for the future, not standing still through a season of transition. Over the next 6 months, EXFD will be hiring two new full-time staff — Assistant Chief/Fire Marshal and Battalion Chief — bringing on an Administrative Consultant and completing several paid-on-call firefighter recruitments. Given that, a full commitment to the formal accreditation process isn't realistic right now, and I don't believe it needs to be in order for us to get real value.

What is genuinely appealing to me, and what I believe is most beneficial to the District today, is the self-assessment discipline at the center of the CPSE framework — measuring ourselves against objective, national standards rather than institutional habit or assumption. That is where I want us to focus first. We have already taken the first step: registering EXFD as a CPSE Registered Agency and paying the \$700 registration fee, unlocking full access to CPSE's self-assessment toolbox — its models, templates, and data frameworks.

Over the next 12 months, I want to use that access to take a clear-eyed look at four things: our staffing model, particularly the long-term sustainability of our Paid-On-Call structure and our expanded 20-minute residency radius; our Community Risk Assessment and Standards of Cover (CRA/SOC); our Effective Response Force — how reliably we assemble a full, safe initial-attack crew, not just how quickly the first truck arrives; and beginning our Community-Driven Strategic Plan, so we start building a five-year roadmap with resident and city input early rather than waiting. These are, in essence, the questions this Board has already been asking. This framework gives us a credible, national standard to answer them with data instead of anecdote.

Full CPSE accreditation remains a goal I would ultimately like to work toward, but I want to be clear about where we stand today: this is not a request to commit the District to completing accreditation. What's ahead over the next 12 months is the self-assessment and beginning the Strategic Plan work itself — the work that benefits EXFD and all five member communities regardless of when, or whether, we ultimately complete the full process.

This memo is meant to introduce the presentation to follow, which walks through what CPSE accreditation is, why the self-assessment model is valuable to EXFD and our member cities, and the staffing- and standards-focused areas where I want us to concentrate our efforts first. I welcome your questions, both tonight and in the weeks ahead.

Respectfully,

Chief Nate Basinger

Interim Fire Chief, Excelsior Fire District