

# APPLE VALLEY FIREFIGHTERS RELIEF ASSOCIATION

7100 West 147th Street

Apple Valley, MN. 55124



President - Michael Murphy 2026  
Treasurer - Chris Milbrandt 2025  
Secretary - Joe Homme 2024

Trustee - Lowell Olson  
Trustee - Joel Engel  
Vice President - Jeffery Melville

Statutory Members :  
Mayor - Clint Hooppaw  
Fire Chief - Matt Nelson

City Clerk - Pam Gackstetter

## MINUTES BOARD MEETING

January 24, 2023, 9am

City Hall Jonathan Room

### Call to Order

**09:01 am** – Quorum established; meeting called to order by Michael Murphy

### Roll Call

**Present:** Michael Murphy, Chris Milbrandt, Joseph Homme, Joel Engel, Lowell Olson, Matt Nelson, Clint Hooppaw,

**Excused:** Jeffery Melville, Pam Gackstetter

### Approval of the Agenda

**Motion to approve agenda by Michael Murphy, Second by Chris Milbrandt.**

**\*Motion carried 7-0.**

### Focus Financial – Special fund balance of \$12,765,237.

Portfolio balance as of January 22, 2024. Talked about Union bank issues we were having from previous meeting. Union bank would like to meet with AVFRA.

### Secretary's Report

1. Approval of the minutes of 12/02/2023 annual meeting
2. Approval of the minutes of 12/20/2023 meeting
3. Approval of the minutes of 12/30/2023 special meeting
  - a. Amend board member roll call.

**Motion to approve minutes of 12/02/2023 annual meeting by Michael Murphy, Second Matt Nelson.**

**\*Motion carried 7-0**

**Motion to approve minutes of 12/20/2023 meeting by Michael Murphy, Second Clint Hooppaw.**

**\*Motion carried 5-0-2 Abstain – Lowell Olson and Chris Milbrandt**

**Motion to approve minutes as amended of 12/30/2023 special meeting by Michael Murphy, Second Matt Nelson.**

**\*Motion carried 6-0-1 Abstain – Joel Engel**

## **Treasurer's Report**

1. Approval of treasurer's report -
  - a. Amend wording to show changes from 25 year award to 30 year award

**Motion to approve treasurer's report as amended by Michael Murphy, Second by Matt Nelson.  
\*Motion carried 7-0.**

2. Bills and Claims -

**Motion to approve Bills and Claims by Matt Nelson, Second by Joel Engel.  
\*Motion carried 7-0.**

## **Committees:**

1. Banquet – Working on awards for years of service. Might have to pre pay for Las Tortillas

## **Unfinished Business**

1. None

## **New Business**

1. 2023 Actuary
  - a. Talked about should we changing assumptions for Actuarial. Chris was going to talk with Actuarial.
    - i. Assumptions for active members is currently assumed 50% of active members will retire when reaching retirement eligibility (later of age 50 and 20 years of service); then 50% retire each subsequent year until 100% retirement at the earlier of age 65 or 30 years of service.
2. Retention policy
  - a. Cleaning out AVFRA office
  - b. Went through old boxes to see what needed to be saved or shred in accordance with General Records Retention Schedule for MFRA
3. Approve AVFRA Service Time Memo

**Motion to accept AVFRA Service Time Memo for Steve Schendel by Michael Murphy, Second by Chris Milbrandt.  
\*Motion carried 7-0.**

4. Calendar Review 2023 / 2024
  - a. Pam finished FA-1 Fire Equipment Certificate.
  - b. Chris will follow up if Matt Nelson needs SAFES
5. New Laws that went into effect from 2023 legislative session
  - a. Leave policy
    - i. Medical leave policy cannot be treated differently
    - ii. AVFRA will have to review dues collection policy

**Motion to adjourn by Michael Murphy, Second by Chris Milbrandt.  
\*Motion carried 7-0.**

## **Adjourned at 9:53 am**

Joseph Homme  
Secretary