

WABASHA AMBULANCE TOWNSHIP BOARD

August 28, 2024 7:00 PM

LOCATION: AMBULANCE GARAGE

This meeting will be held in person at Wabasha Ambulance Garage.

MEETING AGENDA

- 1) Call to Order and Roll Call
- 2) Changes or Additions to Agenda
- 3) Approval:
- 4) General Business
 - 1) Service Update
 - 2) 2025 Budget
 - 3) Ambulance Facility Analysis
 - 4) Township Contributions
 - 5) Township Questions or Concerns

5) Other Business

1) Next Meeting Wednesday Feb 26th, 2025 at 7pm at the Wabasha Ambulance Garage.

6) Adjourn

Ambulance Township Board Meeting

4)

Meeting Date: 08/28/2024

ITEM TITLE: General Business

DEPARTMENT: Ambulance

PURPOSE:

General Business

ITEM SUMMARY:

Ambulance Township Board Meeting

4) 1)

Meeting Date: 08/28/2024

ITEM TITLE: Service Update

DEPARTMENT: Ambulance

PURPOSE:

Service Update

ITEM SUMMARY:

Director Marking will provide a YTD Service Update.

Attachments

Year 1 ALS Review

YTD Service Report

July YTD 2024 Budget

Wabasha Ambulance Year 1 Advance Life Support Review



Wabasha Ambulance transitioned to a Part-Time Advanced Life Support Service on July 20th, 2023. Below is a year review of our progress.



2024 Monthly Billed

<u>Month</u>	<u>Amount Billed</u>	<u>Running Total</u>	<u>Difference from 2023</u>
January	\$99,127.80	\$99,127.80	\$24,153.31
February	\$64,555.15	\$163,682.95	\$32,983.45
March	\$143,732.95	\$307,415.90	\$125,872.70
April	\$88,407.05	\$395,822.95	\$154,661.35
May	\$94,051.15	\$489,874.10	\$177,841.55
June	\$72,993.90	\$562,868.00	\$159,705.65
July	\$80,702.90	\$643,570.90	\$142,964.65
August			
September			
October			
November			
<u>December</u>			
Totals			
BLS Billed	\$356,133.05		
ALS Billed	\$287,437.85		

2024 Revenue

Month	Revenue	Running Total	Difference from 2023	Total Collections	Collection Revenue	Accounts closed
January	\$30,604.46	\$30,604.46	\$9,502.26	\$125.00	\$100.00	0
February	\$39,143.13	\$69,747.59	\$15,919.21	\$275.00	\$220.00	1
March	\$28,245.11	\$97,992.70	\$21,069.29	\$175.00	\$140.00	0
April	\$31,344.59	\$129,337.29	\$23,668.72	\$175.00	\$140.00	0
May	\$25,717.08	\$155,054.37	\$33,019.14	\$175.00	\$140.00	0
June	\$48,639.53	\$203,693.90	\$46,489.77	\$150.00	\$120.00	0
July	\$35,980.03	\$239,673.93	\$46,069.19	\$1,407.30	\$1,125.83	2
August						
September						
October						
November						
December						
Total						
	Budgeted Revenue	\$330,000				
BLS Revenue	\$122,778.27					
ALS Revenue	\$116,895.66		Avg Monthly Revenue Collection Revenue - YTD	\$34,239.13 \$1,985.83	\$410,869.56	
		YTD				
Services Revenue	\$330,000	\$239,673.93				
Township Revenue	\$40,000	\$30,459.70				
Training Center	\$1,500	\$6,282.50				
Misc. Revenue	\$8,000	(\$1,366.62)				

July 2024 Calls

<u>Calls of Note</u>	
Total 911 Calls	48
Total Turndowns	23
Total Transfers Taken	4
ALS Transfer Turndowns	13
ALS Transfer Taken	1
Non-Billable Calls	16
Resident Contacts	27
Residents Billed	22
Non-Resident Contacts	18
Non-Resident Billed	16
ALS Billed	7
Back Up Calls	4
3rd Calls	0
ALS Intercepts	0
<u>Overall Patient Contacts</u>	
City of Wabasha	21
Wisconsin	9
Greenfield Twp	4
Non-Resident	4
City of Lake City	3
Highland Twp	1
City of Kellogg	1
Oakwood Twp	1
Unknown	1
<u>Transfer Residents</u>	
Wisconsin	2
City of Wabasha	1
Lake City	1

July 2024 Calls

[illegible]

2024 YTD Calls

<u>Location</u>	<u>Number of calls</u>
St. Elizabeth's	208
City of Wabasha	157
Greenfield Twp	54
City of Kellogg	20
MCHS-LC (MA)	20
Pepin, Wisconsin (MA)	11
Pepin Twp	10
City of Lake City (MA)	9
MCHS - RW (MA)	7
Glasgow Twp	6
Minneiska Twp	5
Winona Health (MA)	4
Watopa Twp	3
West Albany Twp (MA - LC)	3
Highland Twp (MA - Mayo)	3
Highland Twp	1
<u>Durand, Wisconsin (MA - Mayo)</u>	<u>1</u>
Total Calls	522
<u>Calls of Note</u>	
Total 911 Calls	322
Turndowns	125
Transfers Taken	75
ALS Transfer Turndowns	68
ALS Transfers Taken	38
Non-Billable Calls	97
Resident Contacts	224
Residents Billed	172
Non-Resident Contacts	133
Non-Resident Billed	115
ALS Billed Calls	124
Back Up Calls	40
3rd Calls	3

2024 YTD Calls

[illegible]

2024 YTD Calls

<u>Transfer Residents</u>	
Wisconsin	32
City of Wabasha	19
City of Lake City	4
Greenfield Twp	3
City of Kellogg	3
Glasgow Twp	2
Cancelled	2
Pepin Twp	1
Minneiska Twp	1
Chester Twp	1
Hyde Park Twp	1
Winona County	1
Hennepin County	1
Houston County	1
Goodhue County	1
Mower County	1
Alabama State	1

2024 Skills and Medications

[illegible]

2024 Skills and Medications

<u>Meds</u>	<u># of times</u>			
Oxygen	56			
Fentanyl	22			
LR	21			
Versed	10			
Zofran	11			
Heparin - Infusion	7			
Normal Saline	7			
Albuterol	4			
EPI 1:10,000	3			
Levophed - Infusion	3			
Dexamethasone	3			
DuoNeb	3			
Cardizem	3			
Asprin	3			
Nitro - Infusion	2			
Metoprolol	2			
Vancomaycin - Infusion	2			
D10	2			
Azithromycin - Infusion	2			
Ketamine	2			
Nitro	2			
Narcan	1			
Lidocaine	1			
Glucagon	1			
Rocephin - Infusion	1			
Mag Sulfate - Infusion	1			
Calcium Gluconate - Infusion	1			
Lasix	1			
Blood - Infusion	1			
Propofol - Infusion	1			
Droperidol				
EpiPen Adult				
Oral Glucose				
EpiPen JR				

Yearly Totals

<u>2022 (No ALS)</u>			
Total Transfers	139		
Total Turndowns	86		
Total Taken	53		
MCHS - Lake City	7		
MCHS - Red Wing	6		
Winona Health	2		
MCHS - La Crosse	1		
16 Total other hospitals request - No data available about Taken/Turndown			
<u>2022 Total Calls</u>			
Total Calls	588		
<u>Total Transfers</u>	<u>139</u>		
Total 911 Calls	449		
<u>2023 (ALS July 20th - End of Year)</u>			
Total Transfers	249		
Total Turndowns	146		
Total Taken	103		
ALS Turndowns	61		
ALS Taken	19		
MCHS - Lake City	18		
Winona Health	16		
MCHS - Red Wing	1		
Gundersen UC - Winona	1		
<u>MCHS - La Crosse</u>	<u>1</u>		
Total Other Hospital Request	37	Other hospital request taken	7
<u>2023 Total Calls</u>			
Total Calls	702		
<u>Total Transfers</u>	<u>249</u>		
Total 911 Calls	453		

Yearly Totals

<u>2024 (ALS YTD July)</u>			
Total Transfers	200		
Total Turndowns	125		
Total Taken	75		
ALS Turndowns	68		
ALS Taken	38		
MCHS - Lake City	20		
MCHS - Red Wing	7		
<u>Winona Health</u>	<u>4</u>		
Total Other Hospital Request	31	Other hospital request taken	3
<u>2024 Total Calls</u>			
Total Calls	522		
<u>Total Transfers</u>	<u>200</u>		
Total 911 Calls	322		

3 Year January - March Breakdown

<u>2022 (No ALS)</u>					
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>	
January	44	10	3	34	
February	36	6	4	30	
March	37	6	5	31	
Totals	117	22	12	95	
Total Revenue	\$75,219.37				
<u>2023 (No ALS)</u>					
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>	
January	53	11	6	42	
February	33	13	6	20	
March	39	9	3	30	
Totals	125	33	15	92	
Total Revenue	\$76,923.41				
<u>2024 (ALS)</u>					
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>	
January	71	33 (16 ALS)	16 (8 ALS)	38	
February	61	23 (9 ALS)	12 (5 ALS)	38	
March	72	24 (8 ALS)	11 (4 ALS)	48	
Totals	204	80 (33 ALS)	39 (17 ALS)	124	
Total Revenue	\$97,992.70				

3 Year April - June Breakdown

2022 (No ALS)				
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>
April	41	10	5	31
May	33	7	3	26
June	<u>57</u>	<u>16</u>	<u>5</u>	<u>41</u>
Totals	131	33	13	98
Total Revenue	\$51,239.41			
2023 (No ALS)				
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>
April	38	10	8	28
May	57	17	8	40
June	<u>75</u>	<u>23</u>	<u>6</u>	<u>52</u>
Totals	170	50	22	120
Total Revenue	\$80,280.72			
2024 (ALS)				
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>
April	76	27 (13 ALS)	10 (5 ALS)	49
May	87	31 (23 ALS)	10 (8 ALS)	56
June	<u>80</u>	<u>35 (23 ALS)</u>	<u>12 (7 ALS)</u>	<u>45</u>
Totals	243	93 (59 ALS)	32 (20 ALS)	150
Total Revenue	\$105,701.20			

3 Year Breakdown July - Sept

2022 (No ALS)				
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>
July	51	13	5	38
August	59	12	2	47
Sept	59	12	3	47
Totals	169	37	10	132
Total Revenue	\$47,200.85			
2023 (ALS July 20th - Sept)				
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>
July	82	22 (2 ALS)	10 (0 ALS)	60
August	75	36 (16 ALS)	13 (2 ALS)	39
Sept	82	37 (23 ALS)	16 (6 ALS)	45
Totals	239	95 (41 ALS)	39 (8 ALS)	144
Total Revenue	\$105,938.73			
2024 (ALS)				
	<u>Total Calls</u>	<u>Total Transfers</u>	<u>Total Transfers Taken</u>	<u>Total 911 Calls</u>
July	75	27 (14 ALS)	4 (1 ALS)	48
August				
Sept				
Totals				
Total Revenue	\$35,980.03			

Council Monthly Expense Summary

Current Period: July 2024

Account Descr	MTD Expense	2024 YTD Amt	2024 Budget	2024 % of Budget
E 100-410-42500-311 Contractor Fees	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-101 Full-time Employees-	\$20,644.12	\$137,835.73	\$229,403.76	60.08%
E 100-420-42500-103 Part-time Employees	\$9,755.34	\$77,099.31	\$136,272.65	56.58%
E 100-420-42500-121 PERA Contributions	\$1,720.60	\$11,831.21	\$17,205.28	68.77%
E 100-420-42500-122 FICA Contributions	\$1,828.44	\$12,929.88	\$22,671.94	57.03%
E 100-420-42500-124 Medicare Contributio	\$427.62	\$3,023.95	\$5,302.31	57.03%
E 100-420-42500-131 Health Insurance	\$2,831.30	\$35,734.72	\$56,669.08	63.06%
E 100-420-42500-133 Dental Insurance	\$143.05	\$1,311.44	\$3,145.32	41.69%
E 100-420-42500-134 Life Insurance	\$83.47	\$610.93	\$1,278.84	47.77%
E 100-420-42500-140 UNEMPLOYEMENT T	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-151 WC Ins. Premium	\$2,039.76	\$22,649.04	\$17,000.00	133.23%
E 100-420-42500-200 Office Supplies	\$0.00	\$610.14	\$500.00	122.03%
E 100-420-42500-206 Training Center Expe	\$0.00	\$3,579.12	\$4,000.00	89.48%
E 100-420-42500-212 Motor Fuels	\$561.32	\$4,778.67	\$8,000.00	59.73%
E 100-420-42500-215 Oxygen-Supplies	\$307.35	\$1,497.16	\$2,000.00	74.86%
E 100-420-42500-217 Medical Supplies	\$2,020.15	\$14,321.16	\$18,000.00	79.56%
E 100-420-42500-219 General Supplies	\$71.42	\$481.47	\$1,500.00	32.10%
E 100-420-42500-221 Equipment Maintena	\$0.00	\$509.00	\$4,000.00	12.73%
E 100-420-42500-223 Building Maint/Repai	\$0.00	\$407.27	\$1,000.00	40.73%
E 100-420-42500-308 Continuing Ed	\$0.00	\$998.37	\$5,000.00	19.97%
E 100-420-42500-310 First Responders	\$0.00	\$0.00	\$0.00	0.00%
E 100-420-42500-311 Contractor Fees	\$2,918.37	\$12,221.57	\$28,000.00	43.65%
E 100-420-42500-312 Computer Support	\$0.00	\$6,069.00	\$0.00	0.00%
E 100-420-42500-321 Telephone	\$176.48	\$1,835.52	\$2,500.00	73.42%
E 100-420-42500-322 Postage	\$0.00	\$19.74	\$50.00	39.48%
E 100-420-42500-331 Travel Expense	\$0.00	\$4,155.60	\$3,000.00	138.52%
E 100-420-42500-350 Printing and Binding	\$0.00	\$0.00	\$500.00	0.00%
E 100-420-42500-361 General Liability/Prop	\$0.00	\$4,081.00	\$5,000.00	81.62%
E 100-420-42500-365 AMB/FIRE DISABILIT	\$0.00	\$0.00	\$2,000.00	0.00%
E 100-420-42500-381 Electric/Gas Utility	\$113.50	\$1,083.87	\$3,200.00	33.87%
E 100-420-42500-388 Lodging	\$0.00	\$0.00	\$800.00	0.00%

Council Monthly Expense Summary

Current Period: July 2024

Account Descr	MTD Expense	2024 YTD Amt	2024 Budget	2024 % of Budget
E 100-420-42500-401 Building Contract Mai	\$0.00	\$0.00	\$500.00	0.00%
E 100-420-42500-409 Maintenance Agreem	\$59.00	\$445.37	\$750.00	59.38%
E 100-420-42500-414 Vehicle Maintenance	\$127.02	\$13,779.33	\$3,000.00	459.31%
E 100-420-42500-430 Miscellaneous	\$0.00	\$2,401.86	\$5,000.00	48.04%
E 100-420-42500-433 Dues and Subscriptio	\$0.00	\$1,042.88	\$1,200.00	86.91%
E 100-420-42500-436 Insurance Deductible	\$0.00	\$1,041.13	\$500.00	208.23%
E 100-420-42500-437 Misc Licenses and Pe	\$0.00	\$502.58	\$0.00	0.00%
E 100-420-42500-570 Office Equipment &	\$0.00	\$0.00	\$500.00	0.00%
E 100-420-42500-581 Uniforms	\$0.00	\$2,303.30	\$3,500.00	65.81%
E 100-420-42500-582 Radio Equipment	\$0.00	\$0.00	\$0.00	0.00%
42500 Ambulance	\$45,828.31	\$381,191.32	\$592,949.18	

Ambulance Township Board Meeting

4) 2)

Meeting Date: 08/28/2024

ITEM TITLE: 2025 Budget

DEPARTMENT: Ambulance

PURPOSE:

2025 Budget

ITEM SUMMARY:

Director Marking will present the 2025 Budget, CIP Plan, and Grants

Attachments

2025 Proposed Budget

Long Term CIP

2025 CIP - New Ambulance

AMBULANCE

Account Description	2022 Actual	2023 Actual	2024 Through August 13	2024 Budget	2025 Budget	Comments
E 100-420-42500-101 Full-time Employees-Regular	\$150,115	\$210,663	\$137,836	\$215,404	\$286,020	Marking, Cook, Klamfoth, Simonson, Request to add: Vacant: Full-time Paramedic
E 100-420-42500-103 Part-time Employees	\$90,395	\$94,854	\$77,099	\$136,273	\$141,434	Paid On-Call Staff, three Part-Time EMTs, 1 part-time paramedic
Overtime				\$14,000	\$20,000	Overtime / Holiday Pay
E 100-420-42500-121 PERA Contributions	\$11,436	\$16,085	\$11,831	\$17,205	\$22,951	7.5% of Full-time Payroll and Part-time who will meet hours threshold
E 100-420-42500-122 FICA Contributions	\$14,741	\$17,978	\$12,930	\$22,672	\$27,742	6.2% of Payroll
E 100-420-42500-124 Medicare Contributions	\$3,447	\$4,205	\$3,024	\$5,302	\$6,488	1.45% of Payroll
E 100-420-42500-131 Health Insurance	\$27,695	\$42,288	\$35,735	\$56,669	\$68,309	2 Family, 2 Single, 1 E+D
E 100-420-42500-133 Dental Insurance	\$891	\$1,568	\$1,311	\$3,145	\$3,354	3 Single, 2 E+D
E 100-420-42500-134 Life Insurance	\$727	\$1,064	\$611	\$1,279	\$1,344	
E 100-420-42500-151 Workers Comp Insurance Premium	\$16,233	\$18,097	\$22,649	\$17,000	\$21,000	
E 100-420-42500-200 Office Supplies	\$4,791	\$542	\$610	\$500	\$1,000	
E 100-420-42500-206 Training Center Expenditures	\$430	\$11,299	\$3,781	\$4,000	\$4,500	
E 100-420-42500-212 Motor Fuels	\$5,748	\$8,244	\$4,779	\$8,000	\$10,000	
E 100-420-42500-215 Oxygen-Supplies	\$987	\$2,514	\$1,497	\$2,000	\$3,000	
E 100-420-42500-217 Medical Supplies	\$13,509	\$16,772	\$14,457	\$18,000	\$20,000	
E 100-420-42500-219 General Supplies	\$2,579	\$1,186	\$481	\$1,500	\$1,500	
E 100-420-42500-221 Equipment Maintenance/Parts	\$1,977	\$521	\$1,189	\$4,000	\$2,000	
E 100-420-42500-223 Building Maint/Repair Supplies	\$901	\$855	\$1,264	\$1,000	\$1,500	
E 100-420-42500-308 Continuing Ed	\$1,687	\$4,594	\$998	\$5,000	\$7,500	
E 100-420-42500-310 First Responders	\$0	\$0	\$0	\$0	\$0	
E 100-420-42500-311 Contractor Fees	\$21,053	\$29,929	\$12,222	\$28,000	\$28,000	
E 100-420-42500-312 Computer Support	\$0	\$0	\$6,069	\$0	\$4,300	
E 100-420-42500-321 Telephone	\$1,012	\$2,383	\$1,896	\$2,500	\$2,500	
E 100-420-42500-322 Postage	\$0	\$185	\$20	\$50	\$100	
E 100-420-42500-331 Travel Expense	\$151	\$2,480	\$4,156	\$3,000	\$4,500	
E 100-420-42500-350 Printing and Binding	\$385	\$466	\$0	\$500	\$500	
E 100-420-42500-361 General Liability/Property Ins	\$3,593	\$4,390	\$4,081	\$5,000	\$5,000	
E 100-420-42500-365 AMB/FIRE DISABILITY ACCIDENT	\$3,518	\$1,184	\$0	\$2,000	\$2,000	
E 100-420-42500-381 Electric/Gas Utility	\$3,079	\$2,872	\$1,084	\$3,200	\$3,200	
E 100-420-42500-388 Lodging	\$0	\$523	\$110	\$800	\$1,000	
E 100-420-42500-401 Building Contract Maintenance	\$0	\$0	\$0	\$500	\$0	
E 100-420-42500-409 Maintenance Agreements	\$1,104	\$779	\$445	\$750	\$750	
E 100-420-42500-414 Vehicle Maintenance	\$699	\$8,924	\$13,779	\$3,000	\$5,000	
E 100-420-42500-430 Miscellaneous	\$5,278	\$5,502	\$4,991	\$5,000	\$5,000	
E 100-420-42500-433 Dues and Subscriptions	\$2,444	\$1,577	\$1,057	\$1,200	\$4,500	
E 100-420-42500-436 Insurance Deductible for Claim	\$464	\$2,681	\$1,041	\$500	\$500	
E 100-420-42500-437 Misc Licenses and Permits	\$0	\$1,448	\$503	\$0	\$500	
E 100-420-42500-551 Equipment Replacement	\$0	\$0	\$0	\$0	\$0	
E 100-420-42500-570 Office Equipment & Furnishings	\$1,304	\$717	\$263	\$500	\$4,500	
E 100-420-42500-581 Uniforms	\$2,155	\$4,901	\$2,523	\$3,500	\$3,500	
E 100-420-42500-582 Radio Equipment	\$2,345	\$120	\$0	\$0	\$0	
Total:	\$396,873	\$524,389	\$386,321	\$592,949	\$724,993	

Ambulance Weekend/Night Shift Differential: \$2 for weekends \$1 for nights.

City of Wabasha, Minnesota

Capital Improvement Plan

2024 thru 2033

PROJECTS BY FUNDING SOURCE

Source	#	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total
Borrowing												
Ambulance Hall Renovations	24-AMB-02			500,000								500,000
Walking Trails	26-PARKS-03			100,000								100,000
Ladder/Pumper Replacement	32-FIRE-01									900,000		900,000
Borrowing Total				600,000						900,000		1,500,000
Capital Improvement Fund												
City Hall Carpet Replacement	24-ADMIN-01		5,000									5,000
Fire Station Improvements	24-FIRE-01	286,664										286,664
Fire Hall: Election Improvements	24-FIRE-03	10,000										10,000
Skate Park Ramp Repair	24-PARKS-01	30,000										30,000
Replace Lifeguard Stands	24-POOL-01	5,400										5,400
Pool Skimmer/Fixing Leaks	24-POOL-02	105,000										105,000
John Deere Z930M Ztrak	24-PW-01	8,910										8,910
Replace 972	25-AMB-03		278,500									278,500
Two Lucas Devices	25-AMB-05			70,000								70,000
Dog Park 2025	25-PARKS-01		50,000									50,000
2025 Storm Sewer Maintenance	25-PARKS-04		10,000									10,000
Signage/Tuckpointing/Building Maintenance	26-ADMIN-01			15,000								15,000
Park Playground Equipment (Eagles Basin)	26-PARKS-02			50,000								50,000
Riprap	26-PW-01			20,000								20,000
Walking Trails	27-PARKS-01						75,000					75,000
All-Abilities Playground: Schmidt Park	27-PARKS-02				100,000							100,000
Replace 2007 Plow Truck	27-PW-01				225,000							225,000
2027 Storm Sewer Maintenance	27-PW-02				10,000							10,000
Front End Loader	27-PW-03				170,000							170,000

Source	#	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Total
Two Monitors/AEDs	28-AMB-01					125,000						125,000
W4 Tanker Replacement	28-FIRE-02					300,000						300,000
Marcou/Jaycee Park Campground	28-PARKS-01					100,000						100,000
Replace 2005 Chevy One Ton Dump Truck	29-PW-01						75,000					75,000
New Ambulance: 2030	30-AMB-01							350,000				350,000
Two Cots and Two Power Loads	30-AMB-02							125,000				125,000
Police Computers	32-POLICE-01									25,000		25,000
Ambulance Doors and Windows	AMB D&W	25,000										25,000
Mill and Overlay (Street Repaving) 2023 & 2024	M&O	297,199										297,199
Library Building Maintenance	MAINTENANCE	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	50,000
Ongoing Equipment Replacement	POLICE OER	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000	9,000		81,000
Toolcat Revolving Purchase	PW Toolcat	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000		45,000
Sidewalks	SIDEWALKS		10,000		30,000							40,000
Police Squad Car	SQUAD CAR	50,000		50,000		50,000		50,000		50,000		250,000
Capital Improvement Fund Total		837,173	372,500	224,000	554,000	594,000	169,000	544,000	19,000	94,000	5,000	3,412,673
Fundraising												
Warming House/Concession Stand/Restroom	24-PARKS-02	169,313										169,313
All-Abilities Playground: Schmidt Park	27-PARKS-02				300,000							300,000
Fundraising Total		169,313			300,000							469,313
Grants												
Fire Station Improvements	24-FIRE-01	113,336										113,336
Replace 972	25-AMB-03		50,000									50,000
Grants Total		113,336	50,000									163,336
State Aid												
Mill and Overlay (Street Repaving) 2023 & 2024	M&O	35,590										35,590
State Aid Total		35,590										35,590
GRAND TOTAL		1,155,412	422,500	824,000	854,000	594,000	169,000	544,000	19,000	994,000	5,000	5,580,912

Capital Improvement Plan

City of Wabasha, Minnesota

Capital Improvement Plan

2025

PROJECTS BY FUNDING SOURCE

Source	Project #	1-Year Total
Capital Improvement Fund		
Replace S72	25-AMB-03	174,090
Dog Park Equipment	25-PARKS-01	2,500
2025 Storm Sewer Maintenance	25-PARKS-04	10,000
Eagles Basin Playground Equipment	26-PARKS-02	40,000
Library Building Maintenance	MAINTENANCE	5,000
Toolcat Revolving Purchase	PWT toolcat	5,000
Sidewalks	SIDEWALKS	10,000
Capital Improvement Fund Total		246,590
Grants		
Replace S72	25-AMB-03	50,000
Pfeilsticker Playground Swings	25-PARKS-02	4,000
Eagles Basin Playground Equipment	26-PARKS-02	45,000
Grants Total		99,000
State Aid		
Replace S72	25-AMB-03	104,410
State Aid Total		104,410
GRAND TOTAL		450,000

Ambulance Township Board Meeting**4) 3)****Meeting Date:** 08/28/2024**ITEM TITLE:** Ambulance Facility Analysis**DEPARTMENT:** Ambulance

PURPOSE:

Ambulance Facility Analysis

ITEM SUMMARY:

Director Marking will present and discuss the Ambulance Facility Analysis that the underway.

The RFP was put on June 5th, 2024. All RFPs were due on July 10th, 2024. We received 5 proposals, and we also had one company that said they were not interested. The Building Task Force reviewed all the proposals. The City received a grant from Compeer Financial in the amount of \$5,000 towards this feasibility study. Per Finance Director Grabau, we have enough funds in the CIP to pay for the RFP in 2024. Ryan Marking contacted references for Brunton and they were all positive.

RFP was awarded to Brunton Architects in the amount not to exceed \$29,800. \$24,800 would come out of the CIP in 2024 and \$5,000 would be paid by the grant from Compeer Financial.

AttachmentsBrunton RFP Proposal



PROPOSAL TO CITY OF WABASHA



Professional Services for
City of Wabasha
Buildings Feasibility Study

July 10, 2024



Brunton Architects

225 Belgrade Avenue

North Mankato, MN 56003

Contact Person:

Corey Brunton, President & CEO

Phone: 507-386-7996

Email: Corey@bruntonarchitects.com

July 10, 2024

Ryan T. Marking - Ambulance Director
900 Hiawatha Drive E.
P.O. Box 268
Wabasha, MN 55981
651-565-2633
ambdir@wabasha.org



Dear Mr. Marking,

Brunton Architects & Engineers is both pleased and proud to present our proposal for a Feasibility Study and Space Needs Assessment to the City of Wabasha, Minnesota. We strongly believe Brunton can be a highly-valued and effective partner for the City and its staff as we consider the best options for your community and its public safety needs. We look forward to learning more about your needs, priorities, and goals for your community, and what you expect from your architectural partner. We have developed a complete response based on your outlined needs and the following:

RELATIONSHIP BUILDING: We want to build a lasting relationship with the City of Wabasha, and we know that begins with listening to understand your priorities and values and establishing an open, transparent communication plan based on trust and accountability.

GREAT DESIGN FOR PUBLIC SAFETY/MUNICIPAL FACILITIES: We have built successful relationships with many cities across the US in our 17 years of service by delivering high-performance design rooted in effective collaboration, public safety expertise, and a firm understanding of our clients' budgets and goals. Our attention-to-detail is the difference between a good project and a great one, and our staff is dedicated to delivering results that serve your community functionally, financially and with the highest standards of safety and quality considered.

TEAM EXPERTISE: Our full-service team is not only experienced in public safety pre-design and design services, but in working together. We stand by each member of the Brunton team's passion, knowledge, and skills as well as their commitment to design, technical, and service excellence. The results are in our clients' satisfaction and our award-winning results.

We wholeheartedly want to work with the City of Wabasha, and can provide a highly-effective feasibility study and space needs assessment to exceed your expectations. Feel free to contact either one of us with any questions or concerns you may have about our proposal.

Sincerely,

A handwritten signature in black ink that reads 'Corey Brunton'.

Corey Brunton, AIA, CID
President/CEO
507-386-7996
corey@bruntonarchitects.com

A handwritten signature in black ink that reads 'Jerry Streich'.

Jerry Streich, ODP
Market Director of Public Safety
763-286-0288
jerrys@bruntonarchitects.com



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FIRM PROFILE



OUR MISSION: DESIGNING WITH INTEGRITY, BUILDING ON TRUST.

Corey Brunton started Brunton Architects & Engineers in 2007 and is the sole owner of the company. In the past 17 years, Brunton has been delivering dynamic and economical design solutions to municipalities across the country. Our vast portfolio showcases our creativity, dedication, and expertise. Every client is unique in their vision. We are attentive to these requests to ensure that our projects are tailored to fit those requirements and the community. Our approach to design is successful through client collaboration and attention to form and function. Professionalism is at the core of our company values, and it is evident with our reputation in the field and with our clients. We maintain this high standard of customer satisfaction by approaching and nurturing every partnership with respect, honesty, and accountability.

As an extension of our team, clients appreciate being able to collaborate with us. Our design team is passionate, understanding, and delivers ideas that offer long-term solutions. That appreciation is mutual because our clients give us the creative freedom to elevate what it means to provide value, to engage in ways that increase well-being, brands, and bottom lines; to create communities that thrive and environments that inspire; and to do it all within reasonable budgets.



225 BELGRADE AVENUE
NORTH MANKATO, MN 56003
PHONE: 507.386.7996

7525 WAYZATA BLVD.
MINNEAPOLIS, MN 55426
PHONE: 763.286.0288

FIREFIGHTER OWNED & OPERATED | BRUNTONARCHITECTS.COM



FIRM PROFILE



CONSTRUCTION SERVICES IN-HOUSE PROVIDE EFFICIENT PROCESSES

Brunton Construction is a division of Brunton Architects and provides expert project management and transparent communication of construction costs, timelines, and project constructability.

Our construction specialists routinely review the impact of material choices on schedule and cost, design constructability, and provide early cost estimating. Working with the City of Wabasha, Construction Services Specialist Tom McCone will review our feasibility study process, consider pricing on all options being analyzed, flag any material concerns, and highlight any construction/logistical issues the City should be aware of when considering its facility options. When the study is presented to the public and City Council, he can discuss the basis for the budget for each project concept and their respective impact on the community.

If you move forward with full architecture and design services, our construction team will examine initial designs and determine constructability. They will critique drawings and analyze every detail across all design disciplines (civil, mechanical, architectural, electrical, etc.) throughout each design phase.

FIRM PROFILE

WE WELCOME THE OPPORTUNITY to build a strong relationship with the City of Wabasha, Minnesota. As you learn more about Brunton Architects, speak to our customers, view our portfolio, and meet more of our team, we think you will see that our track record is rooted in values and achieving our clients' vision and expectations.

Integrity: Our process foundation is listening and transparency. The City representatives and valued experts will be partners in the development of your space needs analysis, and that will begin by establishing trust, open communication, and accountability from day one.

Judgment: The priorities, values and goals of the City of Wabasha, alongside our design knowledge, will be our guide through the study, and all decisions will be grounded in what is best for you and your community's public safety.

Performance: Wabasha boasts beautiful, natural landscapes, historic small-town charm, and quality of life. Our goal is to deliver the best options for your fire department, EMS, and City Hall that optimize and enrich function for all uses and resources while promoting civic pride.

Timeliness: We are here and available to provide design and technical expertise in a timely and efficient manner. Time really is money, and Brunton always works as a steward of our clients' time and resources.



FIRM PROFILE



FIRE & EMS EXPERIENCE

Brunton Architects understands the complexity of fire departments and Emergency Management Services. We have extensive experience working with the standards, codes, safety, and security considerations for EMS and fire stations; as well as designing multi-department municipal buildings that optimize both space and resources without sacrificing functionality, safety, or efficiency. In addition, our study will also focus on boosting recruitment and retention by considering details that embolden a sense of belonging and pride.

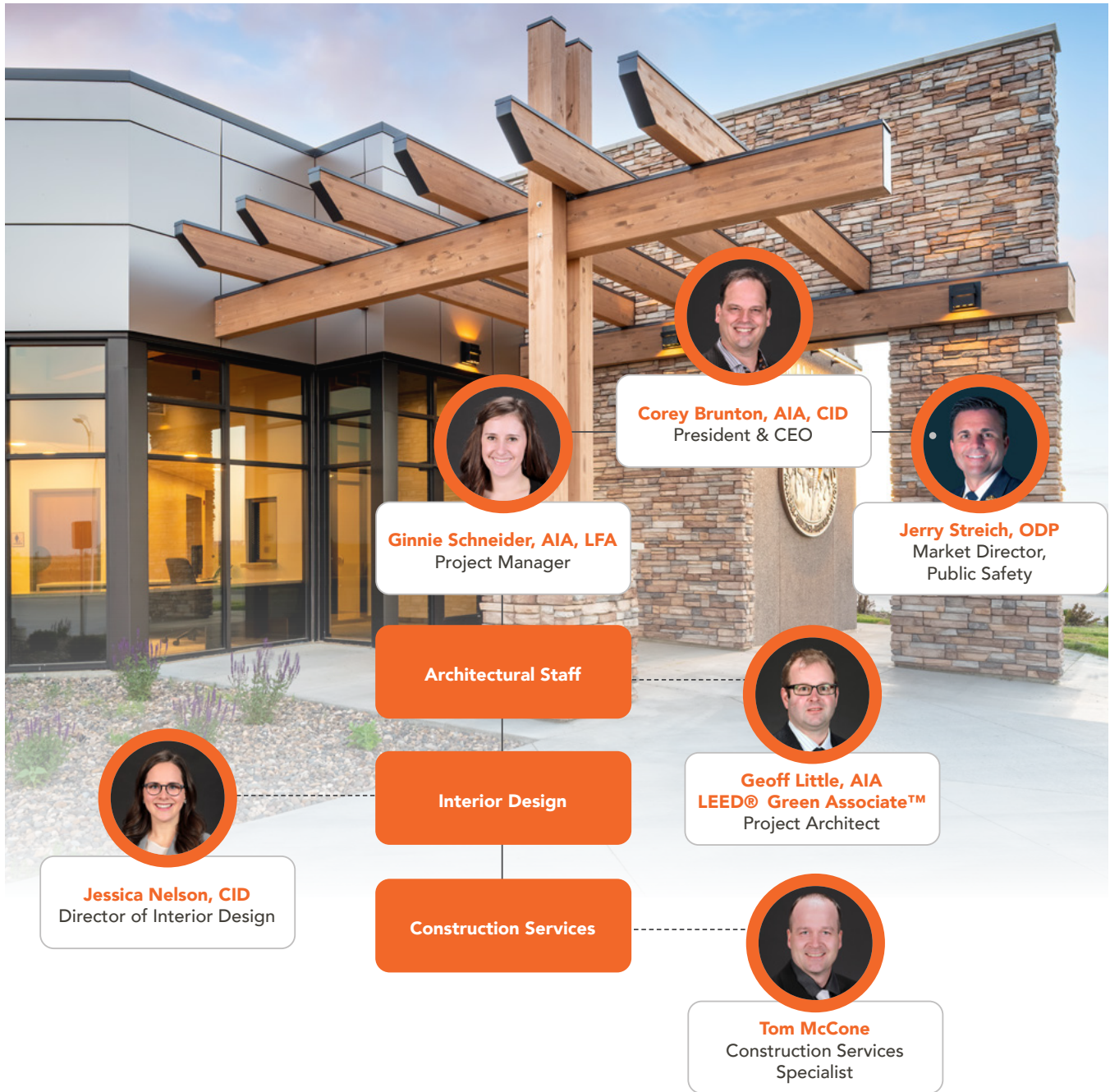
TEAM EXPERTISE

In addition to our firm's experience, the proposed leaders for the Wabasha team offer extensive expertise. Our President/CEO, Corey Brunton has more than 14 years of firefighting experience and it shows in the care and innovation the architectural design team takes in approaching municipal design. Jerry Streich, our Market Director of Public Safety, served 32 years in the Minnesota Fire Service as a Fire Chief and Emergency Manager for a Twin Cities Metro department. Jerry advises cities across the country on public safety facilities and their function, tradition, safety, and compliance; as well as items that impact culture, recruitment, retention and team building.

AWARD-WINNING, COST-EFFECTIVE APPROACH

In addition to offering competitive design rates, Brunton has won awards for the superior aesthetics of its design with a focus on the economy of a building, while integrating unique elements that prioritize public servant health and well-being. Within the space needs assessment, we will provide cost comparisons of a variety of construction materials for each option. Simple choices can have a big impact on both short- and long-term costs, and our transparent and creative process will help the City of Wabasha make the best decision possible based on a highly-detailed and thorough analysis.

ORGANIZATIONAL CHART



TEAM RESUMES



COREY BRUNTON AIA, CID PRESIDENT/CEO

Corey, as President and CEO, will be the Authorized Representative that can be held accountable for all representations and can sign this proposal. He will also play a vital role in the consulting, design, and construction processes. He will work closely with the Project Representatives. As a former firefighter, Corey advises our team on functional elements of these facilities and current trends in station and multi-departmental design.

RELEVANT EXPERIENCE

- Rice Lake Fire Feasibility Study - Rice Lake, MN
- Albert Lea Fire & Rescue - Albert Lea, MN
- Monticello Fire Department - Monticello, MN
- Newport City Hall & Public Safety - Newport, MN
- Windom Emergency Services, Windom, MN
- Jackson Fire & EMS - Jackson, MN
- Johnson City Fire Station #4 - Johnson City, TN
- Hinckley Fire & Ambulance - Hinckley, MN
- Morristown Fire & Ambulance - Morristown, MN
- Mayer Fire Station - Mayer, MN
- Hudson Fire Department - Hudson, WI
- Clarks Grove Fire Station - Clarks Grove, MN
- Montgomery Police Station - Montgomery, MN
- Kenyon Fire Station, Kenyon, MN
- Mayo Ambulance Facilities - Rochester, MN
- Mayo Ambulance Facilities - Albert Lea, MN
- Mayo Ambulance Facilities - Austin, MN

EDUCATION

Masters of Architecture, BS - Environmental Design,
North Dakota State University

CERTIFICATIONS & REGISTRATION

Registered Architect: AZ, FL, GA, IA, IL, MN, MT, ND, NE,
OH, SC, SDC, TN, TX, WI, WY



JERRY STREICH ODP MARKET DIRECTOR, PUBLIC SAFETY, EMERGENCY MANAGER

Jerry served in the Minnesota Fire Service for 32 years as a Fire Chief and Emergency Manager for a Twin Cities Metro department. He will be an integral part of the design team, providing expertise in safety, functionality, tradition, and regulatory compliance for public safety facilities. Jerry aims to elevate station design and collaborate closely with clients to share best practices and innovative solutions.

RELEVANT EXPERIENCE

- Rice Lake Fire Feasibility Study - Rice Lake, MN
- Baldwin Township Hall & Fire Feasibility Study - Baldwin, MN
- Covington Fire Feasibility Study - Covington, GA
- Johnson City Fire Station #4 - Johnson City, TN
- Fairmont Fire Feasibility Study - Fairmont, MN
- Elgin Emergency Services Feasibility Study - Elgin, MN

EDUCATION

- B.S. Organizational Leadership Public Administration
- A.A.S. Fire Science, A.A.S. Building Technology

CERTIFICATIONS & REGISTRATION

- Certified Emergency Manager
- Experienced Public Safety Advisor
- Code & Standards Expert

TEAM RESUMES



GINNIE SCHNEIDER AIA, LFA **PROJECT MANAGER**

Ginnie will orchestrate team efforts to create a unique and specialized design solution. She will oversee all phases of design and construction. She makes a priority of putting the client's interests and satisfaction at the forefront, cultivating personal relationships to ensure all parties involved in the process have the best overall experience.

RELEVANT EXPERIENCE

- Newport City Hall & Public Safety - Newport, MN
- Johnson City Fire Station #4 - Johnson City, TN
- St. Francis City Hall & Fire Station Feasibility Study - St. Francis, MN
- St. Francis City Hall & Fire Station - St. Francis, MN
- Baldwin Public Safety Facility Feasibility Study - Baldwin, WI
- Baldwin Township Hall & Fire Station Feasibility Study - Baldwin, MN
- Hibbing Public Safety Building - Hibbing, MN
- Rice Lake Fire Feasibility Study - Rice Lake, MN
- Covington Fire Feasibility Study - Covington, GA
- Elgin Emergency Services - Elgin, MN
- Elgin Fire Feasibility Study - Elgin, MN
- Fairmont Fire Feasibility Study - Fairmont, MN
- Ponemah Community Center/Public Works - Ponemah, MN
- Blue Earth City Hall - Blue Earth, MN
- Eagle Lake Fire Feasibility Study - Eagle Lake, MN
- Welcome Fire & City Hall Feasibility Study - Welcome, MN
- Decorah City Hall & Fire Station Building Elevation - Decorah, IA

EDUCATION

Masters of Architecture, BS - Environmental Design, North Dakota State University

CERTIFICATIONS & REGISTRATION

Registered Architect: MN
Living Future Accredited



GEOFF LITTLE AIA, LEED® **GREEN ASSOCIATE™** **PROJECT ARCHITECT**

Geoff will be responsible for executing the project documentation and internal team coordination. He will also be responsible for providing milestone deliverables for coordination, code compliance, energy modeling, and building analysis. He is driven by his desire to bring the best quality of work to our first responders and the communities they serve.

RELEVANT EXPERIENCE

- Albert Lea Fire & Rescue - Albert Lea, MN
- Monticello Fire Department - Monticello, MN
- White Shield Public Safety - White Shield, ND
- St. Francis Fire Station & City Hall - St. Francis, MN
- Mayer Fire Station - Mayer, MN
- Montgomery Police Station - Montgomery, MN
- Cokato Fire Hall - Cokato, MN
- Clarks Grove Fire Station - Clarks Grove, MN
- Mayo Ambulance Facilities - Albert Lea, MN
- Mayo Ambulance Facilities - Austin, MN
- Montgomery Police - Montgomery, MN

EDUCATION

Masters of Architecture, BS - Environmental Design, North Dakota State University

CERTIFICATIONS & REGISTRATION

Registered Architect: MN, SD
LEED® Green Associate™

PROJECT UNDERSTANDING & APPROACH

It is our understanding that the City of Wabasha is seeing a qualified architecture firm to perform an analysis of their current City Hall, Fire Department and Ambulance Station, and conduct a feasibility study to compare the costs of renovation/addition of each facility to a new joint-facility concept.

This study will help determine the scope of work for your project options, as well as confirm whether renovation or new construction is the best course of action functionally and financially for your community and its needs. At our project kick off meeting, we will establish a regular meeting schedule with milestone goals to keep the process on-schedule and moving efficiently. We will conduct programming exercises and develop site analyses, block diagrams, and cost estimates that are custom to each facility.

Work Plan

1. Existing Facilities Evaluation (Tasks 1-2, City Hall, Ambulance)

- a. Tour existing buildings – City Hall, Ambulance, Fire Station, Police Station
- b. Provide photo documentation of safety, space, function and/or technology deficiencies, as well as necessary repairs
- c. Review existing building plans, if available, for current building code and accessibility compliance
- d. Produce a report of findings and recommendations, including overall condition assessment, utilization and functionality, and current facility deficiencies
- e. Note: As-built measurements and documentation of existing facilities is not included.

2. Space Needs Study (Tasks 1-3, City Hall, Ambulance, Fire, and Police)

- a. Interview each department's leaders on current space needs as well as future projections; understand department operations
- b. Take inventory of required rooms and spaces for each department and organize into a program list to determine overall square footage demands

3. Site Evaluation (Tasks 2-3, Existing Ambulance Site, 2 new locations)

- a. Analysis of vehicle flow
- b. Evaluate topography/grade issues and opportunities
- c. Determine potential safety concerns
- d. Determine potential barriers and/or cost concerns based on known information
- e. Develop concept site plans including parking, drive aisles, sidewalks, and other site amenities
- g. Note- site survey and geotechnical investigation not included in this scope.

4. Concept Design (Task 4)

- a. Develop room adjacency diagrams that respond to specific site layout
- b. Arrange blocks on site to verify layout and size adequacy
- c. Includes:
 - (2) layout options for existing ambulance site
 - (2) layout options for stand-alone ambulance building on new site
 - (4) layout options for joint facility on a new site – 2 per site

5. Cost Estimates (Tasks 1-3)

- a. Use any and all of the deliverables listed above to develop an opinion of probable construction costs that may be experienced. Construction begins in 2025.
- b. One estimate provided for deferred maintenance of City Hall (Task 1)
- c. One estimate provided for renovation/addition to existing Ambulance (Task 2)
- d. Two estimates provided for joint facility options (Task 3, one per site)
- e. Four square-footage based cost estimates provided for stand-alone facilities on new site (Task 3, one per department)

6. Presentation of Potential Funding Sources (Task 5)

- a. Assist the City in finding eligible design and construction grants and financing opportunities
- b. Advise on potential reuse options for the existing city buildings, and work with the City to determine a phased operations plan for each department

7. Study Report (Task 6)

- a. Compiled document summarizing the entirety of the scope of work, Brunton's professional analysis and recommendations
- b. Present findings and recommendations to City Council

8. Professional Fee (above items 1-8): \$29,800

- a. Fee includes 3 in-person and 2 virtual meetings.
- b. Travel expenses to in-person meetings, to be billed per the attached reimbursable expenses outline.

PROJECT SCHEDULE



SIMILAR PROJECTS

FEASIBILITY STUDIES



MINNESOTA

- Albert Lea Fire & Rescue
- Baldwin Township Hall & Fire
- Clarks Grove Fire
- Dassel Public Works
- Eagle Lake Fire
- Elgin Emergency Services
- Jackson Fire & EMS
- Jackson Police
- Glenwood City Hall, Fire & Police
- Madelia City Hall, Fire & Police
- Madison Lake Fire & Police
- Rice Lake Fire
- St. Francis City Hall & Fire
- Virginia Fire, Police & Rescue
- Waterville Fire

IOWA

- Decorah Fire

GEORGIA

- Covington Fire

WISCONSIN

- Hudson Fire Department
- Baldwin Fire, Police & EMS

ST. FRANCIS CITY HALL & FIRE STATION

FEASIBILITY STUDY

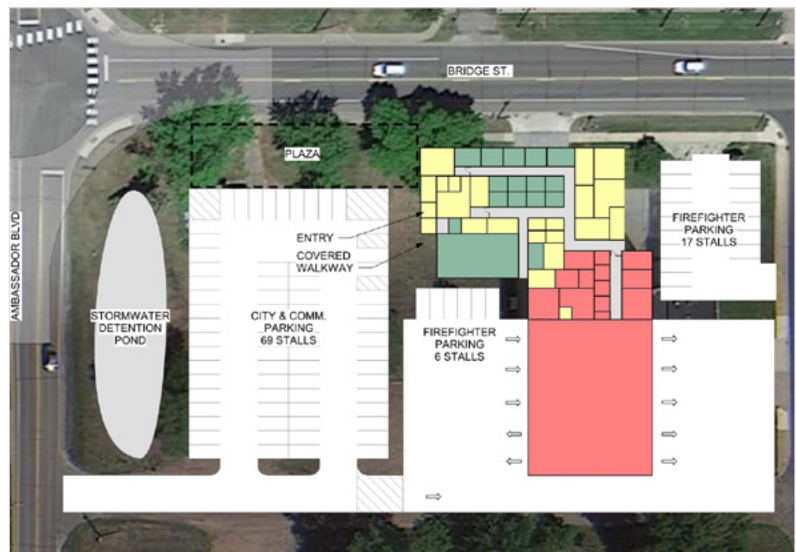
ST. FRANCIS, MN

This new municipal building will act as a gateway and set the precedent for the new downtown development.

This is the first step in a revitalization process of the new Downtown. The City Hall exterior references a historic design with a modern twist, representing a community with a strong history that looks forward to the future. City Hall includes a large Council Chamber, public service counter, and admin offices. The Fire Department has eight apparatus bays, a secondary emergency operations center (EOC), a combination hose/training tower, SCBA room, day room, bunk rooms, and an ICC 500-rated storm shelter. The entities share access to conference rooms, a fitness room, and support spaces.



Completion Date: October 2024
 Square Footage: 35,000 SF
 Cost Information: \$11,850,000
 Client Reference: Kate Thunstrom
 City Administrator
 763.267.6191
 kate.thunstrom@stfrancis.org



WELCOME FIRE STATION & CITY HALL

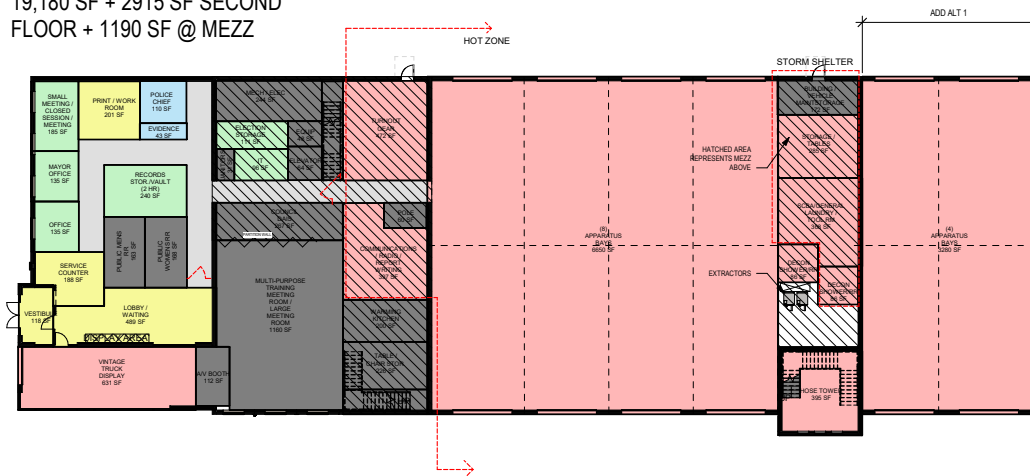
FEASIBILITY STUDY

WELCOME, MN

The City's current fire station holds a number of safety and functionality issues. The City Hall lacks storage, security, and a council chambers. For this study, the City wanted confirmation that their existing buildings and properties could not be easily reconfigured to fix these issues, and wanted to explore the feasibility of constructing a shared facility on a new site. Once engaged, our team quickly determined that the existing sites would not accommodate the desired program for each facility. We evaluated another property that the City identified, and confirmed that it could safely host both the City Hall and Fire Station in a functional manner, while maintaining good response times. Separation of City Hall traffic from departing emergency vehicles was critical in our site investigation.

Completion Date: Fall 2023
 Square Footage: Est. 26,000 SF
 Cost Information: Est. \$8,000,000
 Client Reference: Jay Mulso,
 jay.mulso@agcocorp.com

FLOOR PLAN - CONCEPT
 19,180 SF + 2915 SF SECOND
 FLOOR + 1190 SF @ MEZZ



ELGIN FIRE & EMS

ELGIN, MN

As many of their members are cross-trained, this new facility will improve operations by combining the Fire and EMS departments under one roof.

The Fire Department section has 6 apparatus bays, plus an additional to display their parade car. Their space also includes a large training room, combination hose/training tower, laundry facilities, SCBA room, offices and an ICC 500 rated storm shelter. The building has space for one ambulance with the ability to expand for future needs. The second floor will be provided as future expansion space for the City to add a day room, additional offices, storage and fitness room.

Completion Date: Fall 2025
Square Footage: 18,824 SF
Cost Information: \$4,600,000
Client Reference: Dustin Wehrs
Fire Chief
firechief@elginmn.com
507.273.7775



RICE LAKE FIRE STATION

FEASIBILITY STUDY RICE LAKE, MN

Prior to engaging Brunton, the Rice Lake Fire Department had determined that their current fire station was ideally located for response times, however, it lacks the space they need to serve their growing community. Additionally, they stated that they desired more of a modern feel and an aesthetic “presence” along their busy street. Brunton evaluated the existing facility for ways to make affordable renovations, as well as the site to explore functional ways to add on to the building. Despite the grades on this challenging site, our team was able to present a highly functional solution to add apparatus bays, training space, administrative space, and sleep rooms, while allowing the department to remain operational during construction. The exterior design shape is influenced by the existing building, which our team proposes to reclad to blend with the new addition.



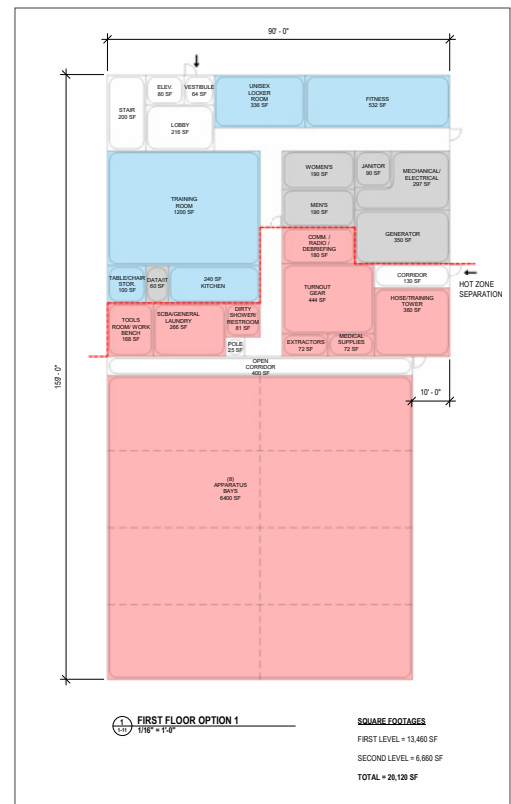
Completion Date: February 2024
 Square Footage: Est. 24,000 SF
 Cost Information: Est. \$7,000,000
 Client Reference: Toni Blomdahl, City Administrator
 218.249.0733
 tblomdahl@ricelakecitymn.com



EAGLE LAKE FIRE DEPARTMENT FEASIBILITY STUDY

EAGLE LAKE, MN

After completing a GIS study to determine the best fire station locations for their growing community, the City engaged Brunton to determine how they could fit a new building onto a couple of specific, complicated properties. After our building tours and programming session, our team outlined the functional issues with the existing building and why a renovation would be high-cost and impractical. We were able to provide multiple concepts that built a new facility just south of their current one, so that the current station could be torn down after the new one was operational. We also determined that the project would not be feasible without acquisition of two homes adjacent to the building. With this challenge in mind, we sketched a concept that would provide the opportunity for a “land swap” with the American Legion across the street, which the City believes could provide better public perception.



Completion Date: June 2024
Square Footage: Est. 20,000 SF
Cost Information: Est. \$7,000,000

Client Reference: Vern L. Simpson III, ELFD Chief
elfdchief@eaglelakemn.com
507.317.5807



JACKSON EMS & FIRE STATION

JACKSON, MN

The City of Jackson needed a new fire station and ambulance garage as a result of inadequate and outdated facilities. With the design assistance of Brunton Architects, the City identified several objectives to be met with the new design, including; meeting the apparatus storage needs of their growing fire coverage area, providing a durable/storm resistant structure that would still be standing after a major storm event, evaluating cost efficient construction options, and offering a visually appealing structure that fit well within its historic downtown environment. These goals were successfully accomplished with the utilization of architectural grade precast panels that have stone form liners and thin brick veneers incorporated.

Completion Date: October 2012

Square Footage: 24,288 SF

Cost Information: \$1,185,000

Client Reference: Mike Muchlinski, Ambulance Director
507.840.0074
jas@cityofjacksonmn.com



NEWPORT CITY HALL & PUBLIC SAFETY

NEWPORT, MN

The City of Newport requested a multi-purpose facility consisting of City Hall amenities with public access, fire department with 10 apparatus bays, and a police department with shared common spaces.

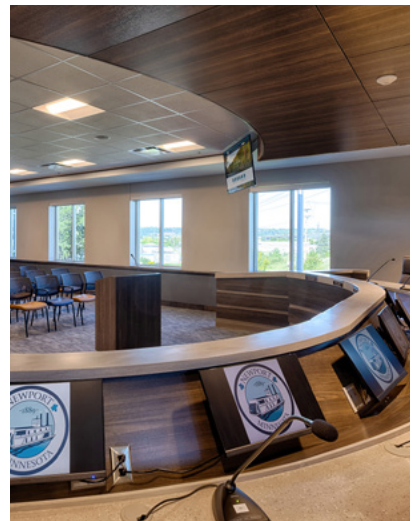
This combination facility integrates three municipal functions seamlessly under one roof. The City Hall has a large council chamber, private offices, and a public service counter. The Police Department has interview rooms, evidence sorting, and two squad car bays. The Fire Department has 10 apparatus bays, emergency operations center (EOC), combination hose/training tower, laundry facilities, pressurized SCBA room, a day room, steam showers, and an ICC 500 rated storm shelter. The municipal building's exterior is constructed of precast panels with inlaid brick and stone, giving a strong and timeless appearance.

Completion Date: August 2022

Square Footage: 27,000 SF Total:
2,600 Police, 14,000 Fire,
10,050 City/Shared

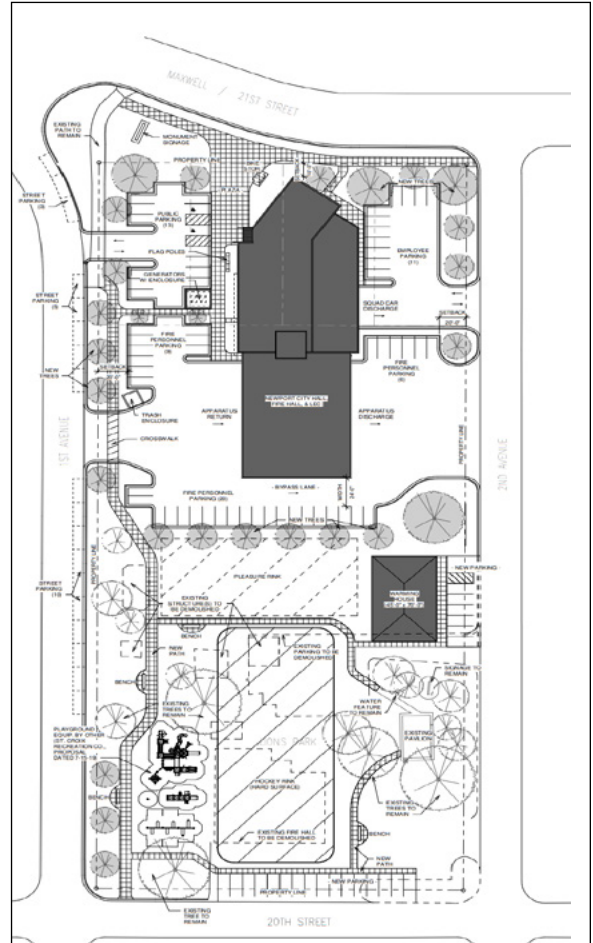
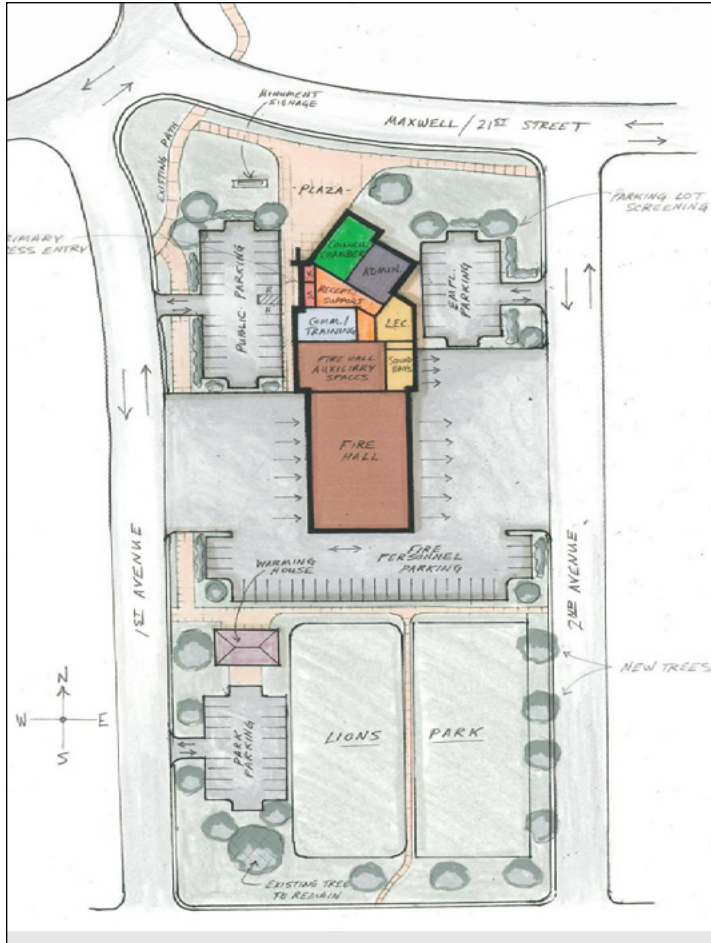
Cost Information: \$7,622,000

Client Reference: Steve Wiley
Fire Chief
651.485.5585
swiley@newportmn.com



NEWPORT CITY HALL & PUBLIC SAFETY SITE ASSESSMENT

NEWPORT, MN



The existing fire station in Newport, MN is located at the south end of a city block that also includes a small playground, winter hockey rink, picnic shelter and several empty lots. The City chose to acquire the empty lots to consolidate their fire, police, and City Hall into one facility. After the new building is open and operational, the City plans to demolish their existing fire station and revitalize the entire south side of the site with a new park. Our team worked closely with City officials and civil engineers to determine the appropriate site elements and amenities for each separate phase and as a complete project. In addition to the Public Safety & City Hall, the site will include a pleasure rink, hockey rink, warming house, playground, and integral walking paths.

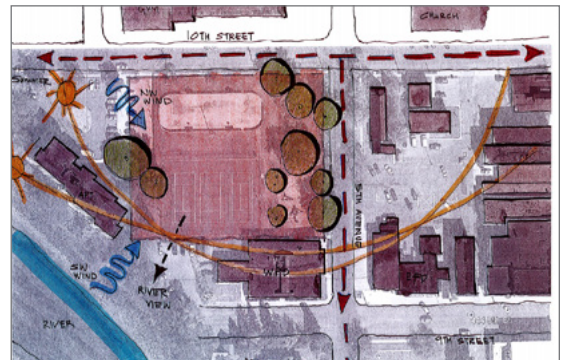
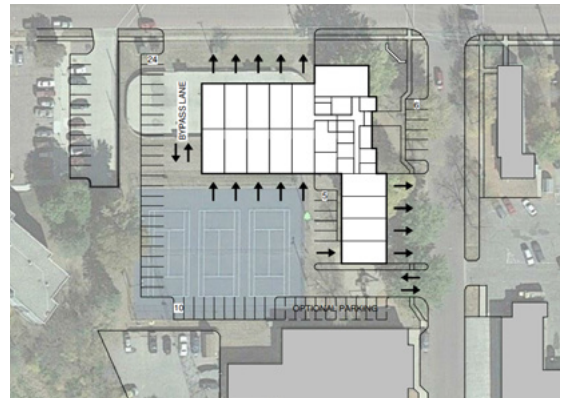
WINDOM EMERGENCY SERVICES

WINDOM, MN

Our team worked closely with the City of Windom to determine the appropriate program for their EMS facility. We analyzed the site to maximize the orientation and vehicle flow. We conducted a series of space analysis studies to evaluate adjacencies and square footage needs for both the ambulance and fire departments. The client discussions that took place with each review truly informed the final design, resulting in a product to which the City felt a direct contribution.

Client Reference: Dan Ortman
Fire Chief
507.822.0272
djo@windomnet.com

Completion Date: Spring 2016
Square Footage: 30,300 SF
Cost Information: \$3,200,000



WHITE SHIELD PUBLIC SAFETY

WHITE SHIELD, ND

The White Shield Public Safety Facility houses White Shield's Police, EMS, and Fire Departments.

This facility includes a four-stall apparatus bay, two-stall police car bay, holding cells, training rooms, steam showers, and support rooms for all departments. The roof carries a series of solar panels that will supplement the building's energy needs and in turn, reduce operational expenses. This facility is made from precast concrete that is durable, low maintenance, energy efficient, and customizable. The client worked closely with our design team to create the meaningful pattern that adorns the exterior of the building. This motif is utilized in several additional areas within the facility to create a cohesive design.

Completion Date: October 2021
Square Footage: 18,630 SF Total:
2,174 Police, 7,560 Fire, 7,453 Shared, 1,443 Ambulance
Cost Information: \$7,803,575
Client Reference: Marita Abe, Project Manager
701.421.9860
marita@mhanation.com





1

Client Reference: **Steve Wiley**
Fire Chief
651.485.5585
swiley@newportmn.com
City of Newport, MN, City Hall, Public Safety Facility, Site Assessment



2

Client Reference: **Jeffery Laskowske**
Deputy Fire Chief
701.739.0000
jlaskowske@ci.albertlea.mn.us
City of Albert Lea, MN, Fire & Rescue Feasibility Study & New Station



3

Client Reference: **Kate Thunstrom**
City Administrator
763.267.6191
kate.thunstrom@stfrancis.org
City of St. Francis City Hall & Fire Station & Feasibility Study



4

Client Reference: **Dan Ortman**
Fire Chief
507.822.0272
djo@windomnet.com
City of Windom, Minnesota, EMS Space Analysis and New Facility



5

Client Reference: **Brian Heck**
City Administrator/Zoning
507.953.2070
bheck@cityofmontgomerymn.com
City of Montgomery Police Station



JACKSON AMBULANCE SERVICE

Post Office Box 242
305 Sheridan Street
Jackson, Minnesota 56143

Phone: 507-847-5306

Fax: 507-847-3264

Ambulance Director: Mike Muchlinski
Cell 507-840-0074
Email: jas@cityofjacksonmn.com

Assistant Ambulance Director: Ethan Thurmer
Cell 507-840-0712
Email: ewthurmer@gmail.com

March 26, 2013

I worked with Corey from Brunton Architects on our Fire Station project for two years before the construction phase began. Corey was always available to answer questions and assist in any way he could. He went above and beyond of what he was initially hired to do in order to get our project to come to fruition.

Due to budget considerations and limited space to build, our initial expectation of our new Fire Station was a single story pole barn type building. Corey was able to design a two story pre-cast building with many amenities, such as a hose drying tower, reverse osmosis water system and fitness room while keeping our project on budget.

During the construction phase Corey and his Team were available to address construction issues and oversee the project. The entire process from the initial planning phase to completion of the fire station was made much easier due to the Brunton Architect Team; they took pride in the project and it was obvious they wanted the Fire Station to be a building our Fire Department and Community could be proud of. They achieved that goal.

I highly recommend the Brunton Team and can't say enough about how they took a personal interest in our project and how available they were every day during the entire process.

Mike Muchlinski
Ambulance Director
Jackson Fire and Ambulance Service



Newport Fire Department

155 20th Street
Newport MN 55055

March 4, 2021

To whom it may concern,

As we prepare to break ground on our new Fire/Police Station, I can confidently recommend Brunton Architects & Engineers from my experience to date. Corey and his team of Architects and Engineers have a strong understanding of the fire service and the unique needs it presents when designing a building.

I was involved in the city's interview process for the Architectural firm. Having been in the fire service for over 30 years, it was refreshing to hear Brunton's insights and knowledge related to the specific hazards of our industry. Between their experience building fire stations and Corey's direct involvement as a firefighter it clearly showed when compared to other firms, including those that have built fire stations. Other firms made statements such as... "it's no different than building a public works garage," we all know there is a large difference. The entire team has been available and communicative through the process and have brought forward ideas, including some I may have not thought of. Corey and his team were able to articulate our needs to the Mayor and City Council, ensuring cost cutting wasn't done on critical components.

Please reach out if you need additional information.

Steve Wiley
Chief

Newport Fire Department
swiley@newportmn.com

2024 HOURLY RATES

Principal Architect	\$ 248.00
Senior Project Architect	\$ 180.00
Project Manager	\$ 168.00
Project Architect	\$ 152.00
Project Designer	\$ 135.00
Construction Services Specialist	\$ 148.00
Senior Architectural Technician	\$ 148.00
Architectural Technician	\$ 135.00
Senior Interior Designer	\$ 152.00
Interior Designer	\$ 120.00
Project Assistant	\$ 93.00
Mileage Charge	\$ 00.655 per mile
Consultants	1.10 times cost
Printing and Reproduction	1.10 times cost
Postage	1.10 times cost

Rates are valid for the 2024 calendar year and are adjusted on an annual basis as dictated by market conditions.

Ambulance Township Board Meeting

4) 4)

Meeting Date: 08/28/2024

ITEM TITLE: Township Contributions

DEPARTMENT: Ambulance

PURPOSE:

Township Contributions

ITEM SUMMARY:

Director Marking will discuss Township Contributions

Attachments

Township Contributions

<u>City/Township</u>	<u>Population</u>	<u>Per Capita Request (\$30.45/person)</u>	<u>Received 2023</u>	<u>Received 2024</u>
City of Kellogg	415	\$12,636.75	\$0.00	\$3,636.75
Glasgow Twp	241	\$7,338.45	\$0.00	\$1,000.00
Greenfield Twp	1308	\$39,828.60	\$15,000.00	\$6,000.00
Highland Twp	81	\$2,466.45	\$2,466.45	\$0.00
Minneiska Twp	178	\$5,420.10	\$5,420.10	\$5,420.10
Pepin Twp	313	\$9,530.85	\$9,530.85	\$9,530.85
Watopa Twp	160	<u>\$4,872.00</u>	\$4,872.00	\$4,872.00
		\$82,093.20	\$37,289	\$30,459.70
				8/1/2024
2024 City of Wabasha Ambulance Taxpayer Subsidy	2559	\$213,449.00	\$83.41	(Wabasha Per Capita)
2024 Capital Expenditures				
Windows Doors Replacement	\$23,000			
Paramedic Vehicle	\$8,000			
	\$31,000			

Ambulance Township Board Meeting

4) 5)

Meeting Date: 08/28/2024

ITEM TITLE: Township Questions or Concerns

DEPARTMENT: Ambulance

PURPOSE:

Township Questions or Concerns

ITEM SUMMARY:
