

Red Wing Fire Department Relief Association

-- Incorporated February 16, 1892 --

◆ 420 Plum Street ◆ Red Wing ◆ Minnesota ◆ 55066 ◆ 651/388-7142 ◆

Special Board Meeting

Red Wing Fire Department Relief Association

September 25, 2025

Red Wing Fire Department Station 1 at 1605

DRAFT MEETING MINUTES

1. Call to Order - The meeting was called to order by President Zenner at 1605
2. Pledge of Allegiance – President Zenner led the Pledge of Allegiance at 1605
3. Roll Call – A quorum was present:
 - a. The following Board members were present: Treasurer Eric Alms (by Teams), City Council Member Kim Beise, Vice-President Alicia Doane, Secretary Dan Knott, Trustee Peter Kraabel (by Teams), Chief Mike Warner, and President Chris Zenner
 - b. The following Board members were absent: Mayor Gary Iocco and Trustee Bill Redman
4. Approval of the Agenda – Knott moved and Doane seconded at 1606 to approve the updated draft agenda which included approval of the 10 April 2025 meeting minutes, including waiving any notice requirement under the By-Laws for approval of the 10 April meeting minutes, as the City had requested these also be approved at this Special Meeting. The motion was approved unanimously at 1607.
5. Approval of Minutes of Previous Meeting – Knott moved and Beise seconded at 1607 to approve the draft minutes of the 10 April 2025 Special Board Meeting as presented. The motion passed unanimously at 1608.
6. New Business - Expense Payment Approval:
 - a. Alms explained that we had received an overdue tax notice from the IRS for the tax year 2021 in the amount of \$1403.93, and that the payment needed to be postmarked by 26 September in order to avoid additional interest. Alms had talked to our auditors at ABDO, and they explained that the tax arose from a late filing for 2021, because they had received the information from the Association needed to conduct their audit only a few days prior to the filing deadline for the 2021 taxes, so they had to file late, incurring a penalty, now with interest. There was some discussion about the unique circumstances that led to the late submission of material to ABDO, and Zenner and Knott noted that they had spoken with the Association President and Treasurer at the time of the late submission, and were satisfied that there were no systemic issues, that this was a one-off

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problem related to transitioning the Treasurer position at the time the information was due. Chief and Doane asked for clarification and Knott confirmed that the taxes will come out of the General Fund, not the Special Fund. Knott moved and Doane seconded a motion at 1613 to pay the late 2021 taxes, with penalties, in the amount of \$1403.93, from the General Fund. There was some discussion about ensuring that the check could be issued and mailed by the deadline of 26 September, including getting proof of mailing, which Alms confirmed he would take care of. The motion passed unanimously at 1614.

- b. There was some discussion about the reimbursement for travel for Zenner and Knott to the Fire Department Association conference and for payment of the life insurance premiums for Association members for this year already having been approved. Alms noted that the only additional expenses he foresaw coming up for this year would be for audit fees and taxes. Knott noted he thought that we had included the audit fees in this year's budget, but he would check. There was also discussion about the status of Shane Linder's retirement payment, and Alms noted that he had not had any contact lately from Linder, so Knott noted he would try contacting him.
7. Adjournment – Knott moved, and Chief seconded, a motion to adjourn at 1618. The motion passed unanimously.

Next Meetings, Events:

- December 11, 2025 – Board/Budget Meeting, Station 2, 1700