SAN FRANCISCO TOWNSHIP
CARVER COUNTY
STATE OF MINNESOTA

ORDINANCE NO. 15

AN ORDINANCE ESTABLISHING CHARGES FOR EMERGENCY RESPONSE SERVICES

The Board of Supervisors of SAN FRANCISCO Township hereby ordain:

Section 1. Purposes and Intent.

This Ordinance is adopted for the purpose of authorizing SAN FRANCISCO Township (the "Town") to charge for emergency services as authorized by Minnesota Statutes §§ 366.011 and 366.012 and other relevant statutes.

Section 2. Definitions.

1. "Fire and Emergency Services" means any deployment of firefighting personnel, emergency medical personnel and/or equipment to extinguish a fire or perform any preventative measure in an effort to protect equipment, life, or property in an area threatened by fire, or to provide fire suppression, rescue, extrication, medical and any other services related to fire and rescue as may occasionally occur.

2. "Fire Protection Contract" means a contract between the Town and another jurisdiction which provides Fire and Emergency Services including, but not limited to, the City of Belle Plaine Fire Department via the Fire Protection Contract with the Belle Plaine Community Fire Protective Association or other emergency service provider.

3. "Service Charge" means the charge imposed by the Town for receiving Fire and Emergency Services.

Section 3. Parties Affected.

1. Owners of real property within the Town upon which Fire and Emergency Services are provided.

2. Anyone who receives Fire and Emergency Services within the Town, except any Township property owner who has a burning permit authorized by the Department of Natural Resources and has the fire under control.

Section 4. Rates.

1. Said fees for Fire and Emergency Services shall be established at a fixed rate for certain specific types of incidents or for actual costs incurred by the emergency service provider in responding to the incident for other specific types of incidents as identified below. For any incidents not listed below the fee shall be for the actual costs incurred by the emergency service provider in responding to the incident.

2. For incidents for which the actual costs incurred by the emergency service provider in responding to the incident is charged, the fees shall include, but shall not be limited to, actual manpower costs for all personnel that respond to the incident (minimum of 1 hour) and the cost on a per hour basis for each fire apparatus or other mechanical equipment that responds to the incident (minimum of 1 hour per unit).

3. When a particular service rendered by the emergency service provider directly benefits more than one person or property, the owner of each property so benefited and each person so benefited (where the property protection only is not involved) shall be liable for the payment of the full charge for such service to their respective property as hereinbefore outlined.

4. The service charges for fire and emergency services shall be as itemized on attached Exhibit A, as amended, plus costs of enforcement incurred by the Town or its Designee.

5. False alarms and cancelled calls will not be billed as a service charge.

Section 5. Fire and Emergency Service Charges in General.

1. The collection of fire and emergency response service charges shall be pursuant to Minnesota Statute § 366.011 and any other applicable statute. Collection of unpaid service charges shall be as authorized in Minnesota Statute § 366.012.

2. The Town Board or the Belle Plaine Community Fire Protective Association through its Joint Powers Agreement with the Township, hereinafter referred to as "Designee" may enforce the terms of this Ordinance.

3. Parties requesting fire and emergency services, parties receiving fire and emergency services, and owners of property upon which fire and emergency services are performed may be billed directly by the Town or its Designee if such emergency services are provided by the Fire Protection Contract.

4. When a particular service rendered by the emergency service provider directly benefits more than one person or property, the owner of each property so benefited and each person so benefited (where the property protection only is not involved) shall be liable for the payment of the full charge for such service to their respective property as hereinbefore outlined.

5. All parties will be billed whether or not the Fire and Emergency Services are covered by insurance. Any billable amount of the service charge not covered by a party's insurance remains a debt of the party billed for such Fire and Emergency Services.

6. Parties billed the Service Charge will have 30 days to pay unless otherwise agreed to in writing by the Township or its Designee. If the Service Charge is not paid by that time, it will be considered delinquent and the Township or its Designee will send notice of delinquency.

7. If the Service Charge remains unpaid for thirty (30) days after the notice of delinquency is sent, the Town Board or its Designee may also, on or before October 15 of each year, certify the unpaid Service Charge to the County Auditor of the county in which the delinquent party owns real property for collection with property taxes levied against the property pursuant to Minnesota Statutes §§ 366.011 and 366.012. The County Auditor shall be responsible for remitting to the Town all Service Charges collected on behalf of the Town. The Town Board or its Designee must give the property owner written notice of its intent to certify the unpaid service charge to the auditor by September 15th. The Service Charge shall be subject to the same penalties, interest and other conditions provided for the collection of property taxes.

8. The party receiving the service shall be liable for all collection costs incurred by the Township including, but not limited to, administrative costs, attorneys' fees, recording fees and court costs.

9. Any party aggrieved by a Service Charge authorized in this Ordinance may appeal the charge as follows:
   a. Within the time period for which a bill is payable, the party shall file a written request with the Town Clerk setting forth specific reasons why the Service Charge is improper.
   b. The Township or its Designee shall notify the aggrieved party, in writing, of the time, place and date the Town Board will hold a hearing on the issue.
   c. The Town Board may grant relief on appeal if it finds good cause and sufficient proof to satisfy the Town Board.

d. The Town Board may extend the time for payment for a reasonable period.

Section 6. Effective Date.

This Ordinance shall become effective and enforceable upon its publication in the Town's official newspaper.

Section 7. Severability.

If any portion of this Ordinance is found unconstitutional or otherwise invalid by a court of proper jurisdiction, all remaining provisions shall remain in effect and shall not be affected by the ruling on the invalid section.

Passed by the Township Board of Supervisors this _19th_ day of _____OCTOBER___ 2026.

Chairperson
Scott Selken

Clerk
Heidi Schmidt

EXHIBIT A

SERVICE CHARGE FEES

The following Service Charges are established for Fire and Emergency Services provided by the Belle Plaine Fire Department within the Township. Each base Service Charge includes the first hour of personnel and equipment response. Additional time for personnel and equipment response shall be billed in one-hour increments unless otherwise determined by the Township or its designee to invoice the property for the actual costs incurred.

The Service Charges set forth in this Exhibit A may be adopted and amended by resolution of the Belle Plaine Community Fire Protective Association, from time to time, without requiring amendment of the Ordinance pursuant to the authority granted by the Belle Plaine Community Fire Protective Joint Powers Agreement between the Town and the Association.

Fire and Emergency Service – Fire Incident
Base Service Charge (includes first hour) **$500.00**
Each Additional Hour **$250.00**

Fire and Emergency Service – Accident / Rescue Incident
Base Service Charge (includes first hour) **$300.00**
Each Additional Hour **$150.00**

Fire and Emergency Service – Other Incident
Base Service Charge (includes first hour) **$300.00**
Each Additional Hour **$150.00**

Additional Provisions

For incidents not specifically listed above, or when required by the nature of the incident, Service Charges may be based upon the actual costs incurred by the emergency service provider, including but not limited to personnel, apparatus, and equipment costs, as authorized by the Ordinance.

False alarms and cancelled calls shall not be billed as a Service Charge.

Unpaid Service Charges shall be subject to the Association's administrative fees, attorney's fees, and shall bear interest at the rate of six and a half percent (6.5%) per annum.

SAN FRANCISCO TOWNSHIP
CARVER COUNTY
STATE OF MINNESOTA

SUMMARY OF ORDINANCE NO. 15

AN ORDINANCE ESTABLISHING CHARGES FOR EMERGENCY RESPONSE SERVICES

The Town Board of SAN FRANCISCO Township on the 19th day of OCTOBER 2026, adopted an Ordinance entitled "An Ordinance Establishing Charges for Emergency Response Services." The Ordinance adopts a system of charges for various emergency responses provided by emergency response entities to properties within the Township and to vehicle-related emergencies. All charges are billed according to a uniform fee schedule.

This Ordinance shall take effect and be in full force immediately following its adoption and upon publication. A copy of the full Ordinance can be viewed by contacting the Township Clerk at 612-354-0032 or on the website: SanFranciscoTownship.com.

ATTEST: _____ Chairperson Scott Selken
Scott Selken

_____. Town Clerk Heidi Schmidt
Heidi Schmidt