

Western Lakes Fire Board

Monthly Board Meeting

July 24, 2019

Call to Order

- George Morris called the meeting to order at 4:30 p.m. Board members present were George Morris, Kent Lorenz, Bill Riemenschneider, Mike Tompkins, Mike Sauer, Jimi Hall and Jeff Roemer. Also, in attendance were Chief Brad Bowen, Assistant Chiefs Matthew Haerter and Tom Schuetz, Deputy Chiefs Tim Meyer and Kami Warren, Battalion Chiefs Brad Ingersoll and Steve Pflanzner, Oconomowoc Finance Director Laurie Sullivan and Administrative Assistant Michael Krug.

Proof of Notice

- Mike Krug announced that the notice was posted July 18th to the district web site, newspapers and at stations 1 and 2.

Pledge of Allegiance

- John Dahms led the group in the Pledge of Allegiance.

Public Comment

- George Morris opened the meeting to comments from the public, of which there was none.

Announcement of Closed Session

- George Morris announced that the District Fire Board will convene into closed session pursuant to section 19.85(1)(c)(e), Wisconsin State Statutes, "To consider employment, promotion, compensation, or performance evaluation of the District's part time and full time employees, over which the Fire Board exercises responsibility; deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Contract Service Agreements with other Municipalities."
- The fire board will not convene into open session at the close of the closed session.

Approval of Minutes

- A motion was made by Mike Tompkins and seconded by Jeff Roemer to approve the minutes of the June 24th meeting. Mike Tompkins asked that the minutes be modified to show that he attended the meeting. Motion Carried.

Fire Chief Brad Bowen's Report

- The monthly call report was distributed with 427 calls in June which was a new record for the district. There were two significant incidents in June, one being the storms on June 27th and June 30th. There were 28 calls on the 27th, one being a water rescue on Lake La Belle for three kayakers. All were found to be fine on shore. On the 30th, we had 49 storm related calls and 64 total calls for service. We had two water rescue incidents on the 30th on La LaBelle. The second significant incident was the evening of the 27th when we had an ATV accident in Concord where two individuals on an ATV crashed. One person died and the other was found unconscious.
- A letter from Andres Medical was distributed regarding the position we added to review billing reports which stated that Andres bills are now being sent out much quicker and more accurately due to the work Amy is doing.

- Since our June 26th meeting, all four of our municipality owners have approved and adopted the capital budget. Also, all four have approved and adopted the resolutions regarding invoicing for inspections. Mike Krug and Linda Cabanatuan should be able to work on invoicing and hopefully complete by the end of July so we can complete the billing process and submit to the municipalities anyone that has not paid after their third invoices so that it can go on their tax bill. There was some discussion at the municipal meetings regarding this being a fee instead of going on the general taxes. This fee only applies to commercial buildings which should not be getting charged to residential owners, which is the reason for it being a fee.

Chief Officer Reports

- Assistant Chief Schuetz had nothing to add to his report and there were no questions.
- Assistant Chief Haerter had nothing to add to his report and there were no questions.
- Deputy Chief Meyer had nothing to add to his report and there were no questions.
- Deputy Chief Kami Warren had nothing to add to her report. Kent Lorenz asked if there were any plans to change our planned staffing for the North Face event after last years' experience. Kami stated that the staff from North Face request specific resources to be in place. We will have three additional personnel with an ambulance on site to transport instead of having to call for an ambulance. Mike Sauer asked about the August 8th Healthcare meeting. The plan is to meet with the management of our health care facilities to discuss how each facility would respond to evacuations, drills, active shooting incidents, etc.
- Battalion Chief Ingersoll stated that we will be conducting an RTF/Active Shooter drill with the Oconomowoc police on August 8th and 9th. That training will be at Oconomowoc High School.

Discussion/Action – Wisconsin Public Employers Group Health Insurance Program, Existing Employer Update Resolution

- Chief Bowen stated an update from the Wisconsin Department of Employee Trust Funds was attached along with a resolution that needed to be signed to approve of those changes.
- A motion was made by Kent Lorenz and seconded by Jeff Roemer to approve the Existing Employer Update Resolution as presented. Motion Carried.

Discussion/Action – 3658 Ambulance Repairs

- Assistant Chief Schuetz presented a history of the work done on 3658. Currently we are having issues with the rear air suspension system. The system that was installed is obsolete. Parts have been found and the cost to repair that system would be \$3,000 and the ambulance would be out of service for two weeks. A recommendation is being made to replace the entire air suspension system with what is on our three newest ambulances. The cost would be \$14,000. It would take two weeks for the system to arrive and then the ambulance would be out of service for one week. 3658 is one of our backup ambulances and is used for interfacility transports and for 911 calls when one of our primary ambulances needs maintenance.
- A motion was made by Jimi Hall and seconded by Jeff Roemer to approve the replacing of the air suspension system at a cost of \$14,000. Motion carried.

Discussion – 2020 Operation Budget

- Chief Bowen presented his 2020 Operational Budget. It reflected the 2019 actual expenses, the 2019 projected year end amounts and the proposed 2020 budget. To balance the projected budget, Chief Bowen is showing a 3.75% increase in the tax levy. Kent Lorenz stated that our current ambulance billing revenue is in line with budget and is comfortable with the projected 2020 ambulance billing revenue. For Accounting Assistance, we are planning an increase due to an increase from Retroff and Jeanson that was submitted late last year for this year. Chief Bowen worked with Retroff and Jeanson to delay that increase until next year since the budget

for 2019 had already been approved. Snow removal is done by the municipalities (at a fee) with the exception of station 4 and the sidewalks. We increased the budget to handle the salt, shovels and supplies. The Clerical Wages were increased to account for the addition of Amy Meyer's position, which is 16 hours per week. We will have more information on how that position has benefitted us by mid-August. The part-time wages were increased by 6% as part of the six-year plan adopted last year, which will bring them closer to where our neighboring departments are. The 6% only applies to the part-time wages, not the paid-on-call for those responding from home, which is why the combined increase is only 2.72%. The full-time increase reflects the addition of two new positions. One is a fire/medic position and the second is a possibly a chief/command staff position. We currently have five full-time fire/medics.

Recess

- The Fire Board took a 15-minute recess to allow visitors to gather for the Swearing in of Assistant Chief Haerter.

Swearing in of new District Officer – Assistant Chief Matt Haerter

- President George Morris completed the swearing in of Assistant Chief Matthew Haerter.

Discussion/Action – Ambulance & Highway Refunds

- A motion was made by Mike Tompkins and seconded by Jimi Hall to pay the refunds totaling \$76.31. Motion carried.

Discussion/Action - Payment of Bills

- A motion was made by Jimi Hall and seconded by Jeff Roemer to pay the bills totaling \$97,277.16. Motion carried.

Future Agenda Items and Meeting

- A special Budget Workshop will be held on August 22nd at Station 2 (Dousman) at 4:30 pm.
- The August Board Meeting will be held on August 26th at Station 1 (Pabst) at 4:30 pm.
- The Joint Owners Budget meeting will be held on September 18th at the Summit Village Hall starting at 6:30 pm

Closed Session

- A motion was made at 18:00 by Jimi Hall and seconded by Bill Riemenschneider to convene into closed session. Motion carried.