

# Western Lakes Fire Board

## Monthly Board Meeting

### June 3, 2020

#### **Call to Order**

- Jeff Roemer called the meeting to order at 4:00 p.m. Board members present were Jeff Roemer, Kent Lorenz, Bill Riemenschneider, Mike Tompkins and Jimi Hall. Also, in attendance were Chief Brad Bowen, Assistant Chiefs Tom Schuetz and Matt Haerter, Deputy Chiefs Kami Warren, Tim Meyer, Brad Ingersoll, and Chris Igl, Town of Oconomowoc Administrator Jeff Herrmann and Administrative Assistant Michael Krug. Excused were George Morris and Lisa Mellone.

#### **Proof of Notice**

- Mike Krug announced that the notice was posted June 1<sup>st</sup> to the district web site, newspapers and at stations 1 and 2.

#### **Pledge of Allegiance**

- Chief Bowen led the group in the Pledge of Allegiance.

#### **Public Comment**

- Jeff Roemer opened the meeting to comments from the public, of which there was none.

#### **Approval of Minutes**

- A motion was made by Mike Tompkins and seconded by Bill Riemenschneider to approve the minutes of the April 27<sup>th</sup> meeting as written. Motion carried.

#### **Fire Chief Brad Bowen's Report**

- Chief Bowen reported that the we submitted a secondary statement for COVID relief. We did receive our first payment of \$34,000. He is continuing to work on FEMA applications for COVID relief. We have used \$10,000 of contingency fund for COVID expenses and expects that to exceed \$30,000.
- The Stone Bank Lions Festival on July 3<sup>rd</sup> and 4<sup>th</sup> has been approved. It will be held next to station 6.
- Chief Bowen asked the board for their opinion and direction on employees that have a concealed carry permit and their carrying a weapon while working. We currently do not have a policy on it. Assistant Chief Haerter said that the city of Kenosha determined that by having policies regarding having firearms in the building, you must also have a way to enforce that policy. The Kenosha Fire Department determined that they would not have a policy, but would follow state law. Jimi Hall thought we had a policy for our employees, but we said that we do not have any such policy. Jeff Romer said he agreed that we should not have a policy as that would be difficult to enforce. Assistant Chief Haerter stated that the state law is very clear on where you can carry firearms. The board agreed that no policy should be created.
- There are currently two vacant captains' positions. At the June 22<sup>nd</sup> meeting Chief Bowen will be presenting the two candidates that have completed all of the requirements for promotion based on the position description.
- Chief Bowen provided an update on where we are on our budget revenues and expenses due to the COVID pandemic. Currently we are running with a \$50,400 shortfall. If we receive our second Cares Act payment and receive the FEMA funding, we could end with a \$16,000 surplus, but if we do not receive the additional funding and our ambulance and highway billing

continue on a slow pace, we could end the year with a shortfall of \$101,600. Kent Lorenz asked about the inspection fees as budget impacted from Chief Bowen showed no change in the budget to the inspection fees. Chief Bowen stated that we have not planned on making any change to the inspection fees and that we are doing inspections.

### **Chief Officer Reports**

- Assistant Chief Schuetz had nothing to add to his report. Bill Riemenschneider asked if we should be doing more driver training based on the recent accidents. Assistant Chief Schuetz said that two of the accidents were by very experienced drivers and that all were due to not being aware of their surroundings. Mike Tompkins asked that if someone was approved to be a driver 20 years ago, do they have to do any other training. Chief Bowen stated that we do require all drivers to attend an EVOC class at WCTC. We also do annual driver training at the stations. Deputy Chief Meyer said we are doing more driver training now than ever before.
- Assistant Chief Haerter had nothing to add to his report. Jeff Romer asked about the responses from station 5 and 6 which Matt's report indicated where increased. Matt said that both stations are now responding as the 2<sup>nd</sup> and 3<sup>rd</sup> company in for calls that they would not have been called for before. Also, station 5's response area was increased to include the area around Piggly-Wiggly. Jimi Hall asked about the replacement of 1 3/4-inch nozzles. He asked if we went to bid for the replacement of the nozzles, which we did not. We purchased the same nozzles that Okauchee had researched and went with.
- Deputy Chief Meyer (fire bureau) had nothing to add to his report and there were no questions.
- Deputy Chief Kami Warren (EMS bureau) added that many of our special events will not be taking place so our revenue from those events will be decreased.
- Deputy Chief May (fire prevention bureau) had nothing to add to his report and there were no questions.
- Deputy Chief Ingersoll had nothing to add to his report and there were no questions.
- Deputy Chief Igl (fleet and facilities bureau) had nothing to add to his report and there were no questions.
- Division Chief Konen (training bureau) had nothing to add to his report and there were no questions

### **Discussion – COVID Pandemic Response**

- Chief Bowen stated that there were no specific updates and asked if there were any questions from the board. Chief Bowen stated that the joint emergency meetings have decreased to once a week. Jeff Romer said that we are much farther ahead than four other agencies that he works with in our planning and organization.

### **Discussion/Action – Tactical Athlete Program**

- Chief Bowen stated that the cost of the program will be paid for by our insurance carrier, The League of Wisconsin Municipalities. Deputy Chief Meyer said the program is for employees injured on duty. This program will have someone assigned to that employee immediately and they will work to get required treatment done more quickly and rehab done to the needs of a firefighter so the employee can get back to work as quickly as possible. Kent Lorenz asked if this included an exercise program, and Tim said that this is only for injured employees.
- A motion was made by Kent Lorenz and seconded by Bill Riemenschneider to approve the Tactical Athlete Program as presented. Motion carried.

### **Discussion/Action – Therapy Dog Program**

- Chief Bowen stated Assistant Chief Haerter and Deputy Chief Warren have been working on this for a while. We have had donations to pay for the program and our insurance will insure the program at no additional cost.
- A motion was made by Jimi Hall and seconded by Mike Tompkins to approve Therapy Dog Program. Motion Carried.

#### **Discussion – 5-year Capital Improvement Plan**

- Chief Bowen stated that the draft reflects a .75% increase in 2021 the levy over last year and use some of the available fund balance. This is also the first year in re-evaluating the formula.
- The use of the fund balance assumes that we would maintain a 15% surplus and not going to a 20%. Kent believes we can do this as long as we maintain our line of credit. Our auditor agreed that we should be fine with the 15% and using the surplus for capital.

#### **Discussion/Action – Ambulance & Highway Refunds**

- There were no ambulance or highway refunds so no action taken.

#### **Discussion/Action - Payment of Bills**

- Bill Riemenschneider asked about the \$10,588 to Perfection Auto Body. Chief Bowen said that was for the re-painting of the Stone Bank engine damaged by the removal of decals. Our cost was actually \$2,500 and our insurance company paid the rest. Our insurance company is working to get money from the vendors insurance company.
- A motion was made by Bill Riemenschneider and seconded by Kent Lorenz to approve the bills totaling \$326,588.87. Motion carried.

#### **Adjournment**

- At 5:10 pm, a motion was made by Mike Tompkins and seconded by Kent Lorenz to adjourn. Motion carried