

Western Lakes Fire Board

Monthly Board Meeting

July 27, 2020

Call to Order

- George Morris called the meeting to order at 4:00 p.m. Board members present were George Morris, 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 Brad Ingersoll, and Chris Igl, Division Chief Alex Konen, and Administrative Assistant Michael Krug. Excused was Lisa Mellone.

Proof of Notice

- Mike Krug announced that the notice was posted June 23rd to the district web site, newspapers and at stations 1 and 2.
- Jimi Hall expressed concern about the posting of notices and suggested they be posted at all stations and additional newspapers. Chief Bowen stated we would add this to the next meeting agenda.

Pledge of Allegiance

- Jimi Hall led the group in the Pledge of Allegiance.

Announcement of Closed Session:

- George Morris announced that the fire board would be meeting in 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.

Public Comment

- George Morris 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 Jeff Romer to approve the minutes of the June 22nd meeting as written. Motion carried.

Fire Chief Brad Bowen’s Report

- Chief Bowen stated that the delay in getting the board packets to the members was due to computer issues with Microsoft Office. An upgrade from Microsoft cause some of the employees to be unable to access the Microsoft Office tools without going to the Office 365 version. Our IT staff is working with Microsoft on a resolution.
- A copy of the monthly call report was included with the board materials. Our call volume is going back up.
- Legal is reviewing documents on our K-9 program. We should have materials for final approval at the next board meeting.

- We did receive a “final” copy of the 2019 audit which was included in the materials sent earlier. There were no changes from the preliminary audit that was presented to the municipal owners on June 3rd.

Assistant Chief’s 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.

Bureau Reports

- Deputy Chief Meyer (fire bureau) attended virtually. Kent Lorenz asked about the blood drive, if it was open to the public. It is open to the public and the folks running the drive are responsible for public safety.
- Deputy Chief Kami Warren (EMS bureau) attended virtually. There were no questions.
- Deputy Chief May (fire prevention bureau) attended virtually. There were no questions. Adam met with the DSDS regarding inspections and full-compliance. Of the 1,300 inspections, we missed 160 due to COVID (business temporarily closed) and they will be moved to the top of the list for the second round of inspections.
- Deputy Chief Ingersoll had been on vacation and had no report. Jimi Hall had questions regarding the filling of open EMS shifts. He suggested that the platoon leaders push their people to fill more shifts. DC Ingersoll explained the difference between scheduled and pool members. Our pool members do fill in when they can, but they do have other jobs so they are not able to fit into a scheduled crew. Members that are not filling their requirements are being worked with.
- 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/Action – Ventilator Purchase

- In 2018 we purchased our first ventilator. On average, it had been used 1.5 times per month. With COVID, it has been getting used multiple times a week. It is now back to about 3 times a month.
- As we prepare for fall and the potential increase of COVID patients, we are recommending the purchase of a second ventilator at a cost of \$20,726.81. We could use \$10,000 from our ACT102 account and could pull from our contingency fund. We could also apply for a FEMA grant.
- Jeff Romer asked if we were asked to do an interfacility that needed a ventilator and we did not have one available, what would happen. Chief Bowen said that they would go with someone else. Jimi Hall asked if we were transporting from OMH to WMH, if they would allow us to transport with their ventilator. Chief Bowen stated that they would not and DC Konen stated we are not trained on the various hospital’s ventilators.
- The ventilator being proposed would be the same as our first.
- Jimi Hall asked about the delivery time, which is currently at 12 weeks per the supplier.
- A motion was made by Jeff Romer and seconded by Jimi Hall to purchase a second ventilator at a cost not to exceed \$20,726.81 and to apply for the FEMA grant. Motion carried.

Presentation – Operations

- Included with the board materials was a copy of Operational presentation.

Presentation – 2021 Operational Budget

- Chief Bowen stated that the 2021 proposed operating budget is currently unbalanced, but continues to work on it. Once the revenues are finalized, then the various bureau chiefs will work on their budgets until the final budget is balanced.
- Chief Bowen went over the preliminary draft of the budget.
- A budget workshop will be held on August 12th at 5 pm at Station 1 to review the more fine-tuned budget.

Discussion/Action – Ambulance & Highway Refunds

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

Discussion/Action - Payment of Bills

- A motion was made by Jimi Hall and seconded by Jeff Romer to approve the bills totaling \$315,321.00. Motion carried.

Station 6 Tour

- A tour was given of the interior and exterior of the Stone Bank Station. Jimi Hall pointed out that the sign on the front of the station says “Stonebank” as one word which should be two words.

Closed Session

- At 6:00 pm the Fire Board convened into closed session by roll-call vote.