

Western Lakes Fire Board

Monthly Board Meeting

March 22, 2021

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, Lisa Mellone, Mike Tompkins, and Jimi Hall. Also, in attendance were Chief Brad Bowen, Assistant Chief's Tom Schuetz and Matt Haerter, Deputy Chief's Tim Meyer, Chris Igl, and Adam May, Division Chief Alex Konen, Captain Dylan Laue, and FF's Mike Jessen and Lou Morgan.

Proof of Notice

- Chief Bowen announced that the notice was posted March 18th, 2021 at 12:19 p.m. to the district web site, newspapers and at stations 1, 2, 3, 5 and 6.

Pledge of Allegiance

- Lou Morgan 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.

Consent Agenda

- Items listed under the Consent Agenda are considered in one motion unless a Fire Board Member requests that an item be removed from the Consent Agenda
 - Minutes of February 22nd, 2021 regular Fire Board Meeting
 - Payment of Bills
 - Ambulance and Highway refunds
- A motion to approve the consent agenda as presented including minutes from the February 22nd, 2021 Fire Board Meeting and payment of bills in the amount of \$437,371.86 was made by Jeff Roemer and seconded by Mike Tompkins. Motion carried.

Fire Chief Brad Bowen's Report

- Chief Bowen reviewed the monthly call volume and year to date calls for the District. Call volume for the month of March is slightly below average, however the District has responded to several structure fires over the last two weeks, and responded to the tragedy at Roundy's. These types of incidents require a significant number of personnel to respond and mitigate these incidents.
- Chief Bowen presented to the Fire Board a review of the Emergency Medical Billing and Highway Billing Revenues. Andres Medical Billing purchased another Billing Company at the beginning of the year, which brings an office to Wisconsin. As they have expanded they have also increased staff. During the second quarter of the year, staff will meet with Andres to discuss the past years performance.
- Chief Bowen and Kent Lorenz reviewed a memorandum from Ixonia Bank regarding the District's interest rates.
- Chief Bowen provided the Fire Board with an update on the status of the annual audit through CLA. Auditors were on site the beginning of the month, and are now finishing the remaining portions of the audit and will have a draft audit by the end of April. The final audit will be presented at the joint owners meeting in May.

Assistant Chief and Bureau Chief Reports

- The Fire Board reviewed the reports from each of the Assistant Chiefs and Bureau Chiefs for the previously month.
- Kent Lorenz requested a demonstration of the drone at a future meeting. AC Haerter, discussed with the Fire Board that a few items are still arriving for this unit. As the pilots gain experience with the unit they will increase their ability to provide this resource.

Discussion/Action – District Insurance Policy Renewal

- Chief Bowen provided the board with an overview of the policy renewal from R&R Insurance for the District's 2021 – 2022 coverages. This overview included the premium comparison, proposal for coverage, auto insurance schedule, statement of values, cyber liability. The plans for coverage are from the League of Wisconsin Municipalities, Municipal Property Insurance Company, and Hanover. After reviewing the policies, the Chief recommends renewal with a change for cyber protection from Chubb to LWMMI
- Kent Lorenz requested education at a future meeting regarding cyber security within the District, but also security measures in place with the District's partners in public safety. This includes continuity of services from dispatch, law enforcement, vendors, banking, etc. AC Haerter discussed with the Fire Board the Fusion Center, and how this system helps bring awareness to potential credible threat
- A motion to approve the renewal of the District's Insurance Policies through R&R Insurance as presented for 2021 – 2022 as presented was made by Kent Lorenz and seconded by Jeff Roemer. Motion carried.

Discussion/Action – Assigned Fund Balance (sick leave)

- Chief Bowen reviewed the District's Employee Benefits Policy, specifically the section regarding accrued sick time of employees. The revised policy in 2017 allows the District to fund for this liability each year and ensure that a deficit does not occur. At the end of 2020 there were three employees that had exceeded the sick leave balance at the end of the year. Per policy at the end of the year, sick hours above 960 hours is converted to a health savings account.
- A motion to approve the assigned fund balance in the amount of \$12,020.00 ending December 31, 2020 for unused full-time employee sick leave per District Policy 600.010, and for staff to develop a Fund Balance Policy for presentation at the next meeting by Jeff Roemer and seconded by Mike Tompkins. Motion carried.

Adjournment

- A motion was made at 4:25 pm by Jeff Roemer and seconded by Bill Riemenschneider to adjourn. Motion carried.

The next regular board meeting will be April 26th, 2021 at 4:00 pm at one of the District Stations.