



Lake Country Fire & Rescue – **Fire Board** Meeting
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield
Thursday, August 9, 2012 – 6 p.m.
Minutes

1. Meeting call to order
Meeting was called to order by Stotts at 5:59pm.
2. Roll call
Present at tonight's meeting were Stotts, Krickhahn, MacDougall, Wilkey, Bellin, Chief Edwards and Secretary/Treasurer Rosch. Absent was Urbanchek.
3. Public Comments
No public comments.
4. Communication
Communication received from Attorney Macy's office regarding tax-intercept use. A thank you was received from the Church of St. John Chrysostom for a fire call on July 6, 2012.
5. President's Report
Stotts reported the first meeting between the Village of Hartland, the Town of Delafield and the merger committee from the Lake Country Fire & Rescue committee will be next week. Stotts stated that it is early in the process but there was been good conversation between the parties.
6. Approval of Minutes
Correction requested to remove Bellin's name from those in attendance at the July 12, 2012 meeting. Motion made by Krickhahn to approve the minutes as corrected, second by Bellin, All ayes, motion carried.
7. Meet a LCFR Staff member
Ken Phipps was unable to attend tonight's meeting. Chief Edwards discussed Phipps retirement plans.
8. Discussion and possible action after mid-year review of revenue stream to budget and expenses and determine if any adjustments are required
After review of financial statements presented and discussion from the Board members it was determined that the revenue stream was ahead of budgeted expectations and expenses have been held to just under 50% overall at the half-year mark. Motion by Bellin to proceed with the budgeted adjustments effective from July 1, 2011 was second by Wilkey. All ayes, motion was carried.
9. Treasurer's Report
 - a. Ambulance billing and collection update given. There was a discussion of cash flow following a meeting with billing staff. Checkbook balances are ahead from last two years when compared. Also question was raised regarding the auditor's determination of a surplus from the 2011 audit. Rosch stated when he was asked about whether the surplus needed to be identified specifically or moved to a different account (other than operating or operating reserve) he stated it should not. The additional funds allow LCFR to continue to operate despite the lag in receipts from EMS billings without utilizing the line of credit MOD factor was received for the upcoming insurance year and LCFR had a slight increase from 83 to 84. Rosch stated that she had contacted Bill King, R&R Insurance Representative, to discuss the rise in MOD but had to leave a message. An update should be available by the next meeting. Rosch also reported on the conversations with Key Benefits and their recommendations regarding recommendations on the planning and set up of an account/plan to address long term sick time benefits at the time of retirement. On speaking with Delafield's Accountant and the Village of Chenequa's Administrator, they recognize the liability but it is unfunded.

Chenequa sets up an HRA when the retired employee leaves and funds it at that time and the City pays out the liability as needed. Rosch will follow-up with Linda Mont from Key Benefits and have additional information at the next meeting.

- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 07/31/2012
- c. Motion was made by Krickhahn to approve check journals/disbursements over \$1,500 (Ck#2891 for \$1,500, Ck#2895 for \$4,053.72 and Ck#2897 for \$2,253.31) from 07/09/2012 thru 08/09/2012. Motion second by MacDougall. All ayes, motion carried.

10. Chief's Report

- a. FD Staff/Personnel Activities-Edwards announced to the Board that a ceremony was planned in September to which they will be invited for the Oconomowoc call that claimed a life and almost claimed the life of a firefighter. The ceremony is at 3pm on September 23, 2012. Edwards also updated the Board on the progress of Pink Heals Tour planning for 8/27/2012.
- b. LCFR Call Activity report – July 2012 was the busiest month in the history of LCFR with an average of seven calls per day recorded. An overview of the activity was presented by Edwards.
- c. Station 2 Staffing Report – Due to the station call volume staffing was a little more challenging but everyday had staff at Station #2. Printed report was unavailable at the time of the meeting.
- d. Training/Conference Updates- CISD (Critical Incident Stress Debriefing) was attended by 40 or more staff following a tragic call. Edwards mentioned the help from our department Chaplin, Ralph Modjeska who was a big help in dealing with the July calls.
- e. New business-Edward's is working on an award for a local citizen who is responsible for saving the life of a local resident. She was able to initiate CPR until the Paramedics arrived to administer care.

11. Confirmation of upcoming meetings :

September Board meeting is scheduled for Thursday, September 13, 2012 at 6pm, Station #1.

Next **Budget workshop** will be held Thursday August 23 (and August 30 if needed).

Meetings will be held at Station #1 at 6pm.

Annual Joint Meeting to be held September 6th, 2012 at 6pm.

12. Adjournment to Budget Workshop

Motion was made to adjourn to budget workshop at 7:15pm by MacDougall and second by Wilkey. All ayes, motion carried.