



Lake Country Fire & Rescue – **Fire Board** Meeting  
Chenequa – Delafield – Nashotah  
Fire Station #1  
115 Main Street, Delafield  
Thursday, December 13, 2012 – 6 p.m.  
MINUTES

1. Meeting call to order  
President Stotts called the meeting to order at 6:00 pm with the Pledge of Allegiance.
2. Roll call  
Present this evening was President Stotts, Vice-President Krickhahn, MacDougall, Wilkey, Bellin, Urbanek, Chief Edwards and Secretary/Treasurer Rosch.
3. Public Comments  
No public comments.
4. Communication  
Recently published article in the paper announced that Oconomowoc Memorial Hospital received the Press Ganey Summit Award for excellence in emergency care for the fifth year in a row. Edwards explained that OMH is one of five hospitals across the country to have this prestigious record. We also received a donation from Wal-Mart for \$1,000 to be used toward EMS expenses. On another note, several employees and their families, along with the US Navy and Marine's working with a member of our staff, contributed money and gifts so Lake Country Fire & Rescue could sponsor 4 families from the Christmas Clearing Council.
5. Meet Captain Jason Watters, LCFR Staff Member  
Captain Watters, involved with the fire department since 1993, introduced himself to the Board Members, reviewing his educational and work background. Jason was hired full-time in 2002 as a Firefighter/Paramedic by the City of Delafield and promoted to Captain in 2007.
6. President's Report combined with #11 Discussion and possible action regarding FMLA and LOA request  
Stotts spoke about recent correspondence from a staff member. Board members had also received a request from the employee requesting FMLA and LOA. Discussed in open session, Edwards told the Board he had legal counsel review the request for clarity and guidance. Counsel believes the requestor does not meet the requirements for a FMLA. Recommendation from counsel included a settlement and to change LCFR's compensation policy eliminating the stipend paid for overnight shifts and to establish pay rates for all hours worked. Board members agreed on the need to change practices and supported the department. Edwards recommended the letter by the employee serve as a resignation. Motion by MacDougall to deny request for FMLA/LOA and accept employee letter as resignation was seconded by Krickhahn. All ayes, motion carried. Additional motion was made by Wilkey to allow Edwards to offer settlement per attorney recommendation, not to exceed \$5,000. Motion was second by MacDougall. All ayes, motion was carried.
7. Discussion and possible action regarding first quarter Fire Board meeting schedule  
Stotts had suggested to the Board Members that they consider not scheduling a meeting in January and February of 2013 as the board did not meet during those months in 2012. Rosch stated she will prepare financials for the Board Members as usual and Stotts reminded the Board that if the need arose to meet a meeting would be called. In January of 2012 the meeting was cancelled for a snowstorm and in February we did not have a quorum. Motion by Urbanek to meet next on Thursday, March 14, 2013 at 6pm at Station #1 unless there is reason or need to call a meeting sooner. Motion was second by Wilkey, all ayes, motion carried.
8. Approval of Minutes

A motion was made to approve minutes from November 8, 2012 as written by Krickhahn and second by Bellin. All ayes with the exception of Wilkey, who abstained from voting. Motion was carried.

9. Discussion and action regarding rates, fees, schedules, intercepts and interfacility transfers for 2013  
Resolution 2012-4, A resolution to amend wages for Lake Country Fire & Rescue employees effective January 1, 2013 was discussed. Motion made by Urbanchek to adopt Resolution 2012-4 and continue with the planned step adjustment of wages per the Board's long term plan to correct the wage disparity developed and implemented in 2011. Motion was seconded by MacDougall. All ayes, motion was carried.  
Resolution 2012-5 A revised fee schedule for fees as authorized by the Lake Country Fire & Rescue Fire Board effective January 1, 2013. Resolution was reviewed and discussed. Recommendation by the Board to change "Non-State Highway Clean Up Fees" to include non-residents only was made. Motion made by Krickhahn to approve Resolution 2012-5 with the change to "Non-State Highway Clean Up Fees" to include non-residents only. Second by Bellin. All ayes, motion was carried.
10. Discussion and possible action regarding LCFR 2013 Insurance Policies  
Edwards reported recent insurance quotes \$11,415 ahead of last year with a most of the increase due to work comp insurance rates. Our MOD factor has also been adjusted, increasing from 0.83 to 0.85. There will be an independent audit done of all vehicles within the LWMMI in an effort to ensure all departments are consistent and realistic with their coverage needs.
11. Combined with #6
12. Treasurer's Report
  - a. Ambulance billing and collection update – Monthly EMS billing and collections consistent, continue the trend to be ahead of last year. Stat sheets provided. Expenses are tracking just under budget but with expected expenses Edwards predicts budget to be close at year end.
  - b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 11/30/2012. Rosch also provided a year to date budget and checkbook comparison from the last three budget years.
  - c. Board approval of check journals/disbursements over \$1,500 from 11/8/2012 thru 12/13/2012. Motion by Urbanchek to approve checkbook journal disbursements over \$1500 (Ck# 3039 for \$3,114.26, Ck#3046 for \$2,610.04, Ck#3072 for \$2,975.12, Ck#3082 for \$2,113.72, Ck#3088 for \$2,0303.53, Ck#3094 for \$2,868,07 and Ck#3095 for \$1,673.23). Motion was second by Bellin. All ayes, motion carried.
13. Chief's Report
  - a. FD Staff/Personnel Activities recapped by Chief Edwards.
  - b. LCFR Call Activity report – Edwards reported a correction of Interfacility calls was needed after a recent review. It was noted that some interfacility calls were marked as City of Delafield calls in error.
  - c. Station 2 Staffing Report was distributed and reviewed.
  - d. Training/Conference Updates – Nothing to report.
  - e. Equipment Status – There have been a couple of major repairs needed over the last several weeks that will be reflected in our budget.
  - f. New business
14. Confirmation of upcoming meetings:  
**March** Board meeting is scheduled for **Thursday, March 14, 2013** at 6pm, Station #1.
15. Adjournment – Motion to adjourn at 8:04pm until March, 14, 2013 meeting was made by MacDougall and second by Urbanchek. All ayes, motion carried.