



Lake Country Fire & Rescue – **Fire Board** Meeting  
Chenequa – Delafield – Nashotah  
Fire Station #1  
115 Main Street, Delafield  
Thursday, January 13, 2011 – 6p.m.  
MINUTES

1. Meeting called to order  
Meeting was called to order at 6:24pm by President Stotts with the pledge of Allegiance.
2. Roll call  
In attendance were President Rod Stotts, Theresa Urbancek, Gerry MacDougall, Susan Wilkey, Jeff Krickhahn, Robert Bellin, Deputy Chief Matt Fennig and Secretary/Treasurer Sandy Rosch.
3. Public Comments  
No public comments.
4. Election of President, Vice President and Secretary/Treasurer with terms to end 12/31/2011  
Motion was made by Wilkey to nominate Stotts for Board President, seconded by MacDougall. No other nominations, all ayes, motion carried. Motion was made by Wilkey to nominate Urbancek for Vice President, seconded by MacDougall. Urbancek respectfully declined stating she felt another community should be represented. A motion was made by MacDougall to nominate Wilkey for Vice President, second by Krickhahn. No other nominations, all ayes, motion carried. Motion was made by MacDougall to nominate Rosch for Secretary/Treasurer, second by Urbancek. No other nominations, all ayes, motion carried. LCFR Board Officers for 2011 are Stotts, Board President, Wilkey, Board Vice President, and Rosch, Secretary/Treasurer.
5. Communication  
Correspondence from both the Ashippun and Dousman Fire Departments, for support and assistance at two events that occurred in December where LCFR Staff had assisted or provided support. Recognition of Lt. Peter Walker in training that he provided to the Greenfield Fire Department and a letter from a local student thanking department staff for the recent activities she and other students from her school, participated in during scheduled fire prevention visits. Also included in the correspondence was a letter to the family of Lillian Hagie who has contributed more than \$500 to the fire department in memory of Lillian. The Hagie family visited the fire station and had very complimentary things to say about the care and assistance provided to Lillian. Lastly, Fennig told Board members about a letter received from Oakwood Church thanking the staff that responded to their call for help with a water/flooding issue. They were very grateful and appreciative for the staff and all their assistance.
6. Approval of minutes of the December 16, 2010 Board meeting  
Motion made by Wilkey to approve minutes as amended with time of Krickhahn departure noted second by Krickhahn. All ayes, MacDougall abstained. Motion carried.
7. Presentation by LCFR Staff: Recap of 2010 department training and new/ongoing revenue sources  
Deputy Chief Fennig presented power point overview of EMS and Fire training for LCFR staff in 2010. Fennig explained the state education/training mandates and how LCFR meet those guidelines for both EMS and Fire training. He explained that Captain Bowen is working to have LCFR recognized as a training center by the state and told members that LCFR is very fortunate to have Lynn Heise for EMS education as well as QA/QI reviews. Fennig told the Board it has been his goal to develop a training manual for LCFR staff so new hires as well as current staff have a resource they can use for training and through their employment at LCFR. When asked about outside training/conferences attended by staff, Fennig feels the department has benefited greatly from their opportunities to attend conferences outside the area and network with other departments, specifically sighting the Paramedic program in place today. Bellin asked if training was done for large scale/disaster/mass casualty scenarios. DC Fennig told the Board that hospitals are required to hold mass casualty trainings for certification purposes and the FD is able to participate which gives FD staff training/practice dealing with these issues. He explained the role of Waukesha's Technical Rescue and

Hazmat programs. Total number of training hours in 2010 was 1129 (Certification courses accounted for 616 hours, Fire Training accounts for 187 hours, EMS accounts for 292 and Dive/Rescue accounts for 34hours).

8. Discussion and possible action regarding department banking needs and possible adoption of corporate resolution.

Review of local banking options presented and discussed with Board members as well as expenses incurred by LCFR for banking services in 2010 and establishment of a line of credit with our current banking institution. Motion made by Stotts to open account at Town Bank second by Jeff Krickhahn. All ayes, motion carried.

9. Discussion and possible action on the adoption of Resolution 2011-01 to establish a schedule of fees as authorized by the Lake Country Fire & Rescue Fire Board

Rosch presented the Board members with a fee schedule for services provided by staff of LCFR. A resolution was written to formally adopted the fees. A motion was made by Krickhahn to adopt Resolution 2011-01 to establish a schedule of fees as authorized by the Lake Country Fire & Rescue Fire Board, second by Urbancek. All ayes, motion carried.

10. Treasurer's Report:

Line of Credit draw was made on December 20, 2010 for \$70,000. Total loan amount was \$80,000 and the line has been repaid on January 7, 2011. To date we have received 100% of the City of Delafield's contribution and 10% of the Village's of Chenequa and Nashotah. The remaining 90% is due by February 10, 2011. Ending checkbook balance is \$667,436.93 at the end of 1/13/2011. Rosch pointed out there were several large expenses noted in the check journal, especially for insurance policy renewal and contract renewals. R & R Insurance will be making some adjustments/credits and applying to the unpaid balance of the insurance cost due to a re-calculation of our unemployment insurance mod factor (risk calculation). Stotts pointed out expenses were still tracking below 100% of the budgeted amount.

Board approval of check journals and disbursements over \$1,500 from 12/16/10 thru 1/13/2011. Motion made by Urbancek to approve the check journal and disbursements in excess of \$1500 (Ck#563 for \$5,329.89, Ck#1568 for \$3,222.00, Ck#1577 for \$5,406.00, Ck#1580 for \$1960.35, Ck#1592 for \$3,326.00, Ck# 1596 for \$4,091.08, Ck# 1597 for \$3,561.00, Ck# 1599 for \$4,797.00, Ck# 1604 for \$1,735.65 and Ck# 1608 for \$21,449.00 ), second by Krickhahn. All ayes, motion carried.

11. Chief's Report

Deputy Chief Fennig told the Board that LCFR will be losing 5 part-time Paramedic/FF to other jobs. Two are expected to be hired by Milwaukee FD, one was hired in Oak Creek and two have left for Oconomowoc.

Concern regarding the staffing of the Nashotah station was made. Fennig stated the staff may not be available (every day) but they are planning to put staff there as much as possible as soon as possible.

The Ford Ambulance has just been to the dealer for repairs again. Fortunately, a majority of repairs were covered under warranty but Fennig cautioned the Board on the lifespan of this vehicle. Typically an ambulance is kept for 10 years but the relatively short history on this vehicle may not support that with all the troubles they have had and time spent out of service.

12. Confirmation of next meeting for Thursday, February 10, 2011 at 6pm, Station #1 in Delafield.

(Meeting schedule is the second Thursday of the month.) Meeting was confirmed and it was noted Urbancek and MacDougall will not be attending.

13. Adjournment

Motion to adjourn was made by MacDougall at 8:29pm and second by Urbancek. All ayes, motion carried.