



Lake Country Fire & Rescue – **Fire Board** Meeting
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield
Wednesday, March 9, 2011 – 6p.m.
MINUTES

1. Meeting called to order
Meeting was called to order at 6:02pm by President Stotts with the pledge of Allegiance.
2. Roll call
In attendance were President Rod Stotts, Susan Wilkey, Jeff Krickhahn, Robert Bellin, Theresa Urbancheck, Gerry MacDougall, Chief Edwards and Secretary/Treasurer Sandy Rosch.
3. Public Comments
Chief Edwards told the Board that Oconomowoc Junior Women’s Club had donated money for the purchase of another Braselow Bag for the new ambulance. Captain Brad Bowen attended the meeting to demonstrate the way the Bag is organized and the benefits of its use when treating the infant thru adolescent population.
4. Communication
5. Approval of minutes of the February 9, 2011 Board meeting
Motion made by Krickhahn to approve minutes as written second by Wilkey. All ayes with MacDougall abstaining. Motion carried.
6. Discussion and action on the purchase of budgeted ambulance from the 2011 Capital Budget
Chief Edwards reviewed the only bid received for the new diesel ambulance purchase budgeted under Capital Expenses. He bid was submitted by North Central Ambulance. Review of the costs and alternatives have been done by staff to keep within the budgeted amount. The ambulance is made by Braun and has a side sliding door. The box portion of the ambulance is re-mountable on a new chasis, providing future savings on replacement vehicles. Staff has also been working with vendors to obtain the best pricing on graphics and lighting upgrades as well as the needed EMS equipment to supply the ambulance. Motion was made by Krickhahn to authorize Chief Edwards to purchase ambulance and equipment not to exceed the budgeted amount of \$260,000 second by Urbancheck. All ayes, motion carried.
7. Monthly topic by LCFR Staff: Major Event Readiness
Chief Edwards explained services in place to deal with major events in our call area and surrounding communities. Edwards reviewed the role of the MABAS system, Western Waukesha RIT and the Technical Rescue Services provided by the City of Waukesha. Edwards discussed the role of our department and surrounding communities with the tornado that occurred in Eagle last year. Chief Edwards is the Emergency Services Officer should there be an incident in our communities.
8. Treasurer’s Report:
Rosch noted difficulty getting financial reports from both billing companies. Andres states they will make adjustments to their month end reporting to make every effort to get the data to us by the Tuesday before our meeting dates. They stated usually information is available by the 15th of the month. ADPI has not processed our reports yet and had made a promise to get it to us by today if at all possible. It was not received by meeting time.
Balance Sheet, Statement of Revenues and Expenses and reconciliations were presented in the Board packet. Rosch reminded them that Ambulance fees are not updated/current. Nashotah has paid all their portion of the Capital Budget, we are awaiting the Village of Chenequa and the City of Delafield. Ambulance equipment has been ordered and will account for most of the collected monies.
On last review, ADPI collections have been strong through February but it is expected to fall off in March as our new billing service processes all 2011 claims. Check journals and disbursements for over \$1,500 from 2/9/2011 thru 3/9/2011 for both the M & I and Town Bank accounts were presented to the Board members for

review. On 3/9/2011 a check for \$150,000 was written to Town Bank to transfer funds. Additional checks from the Town Bank account include: Ck#2034 for \$1,711.53, Ck#2054 for \$1,805.23, Ck#2055 for \$1,289.00, Ck#2060 for \$16,377.30, Ck#2073 for \$4,577.32, Ck# 2079 for \$16,656.00, Ck# 2081 for \$2,743.25.

The annual audit is in the final phase of the process. Feedback is expected by the next board meeting.

9. Chief's Report

Staff: There has been the addition of a full-time Paramedic/Firefighter/Inspector after approval from the Fire Commission on Monday, March 7, 2011. Tom Cannizzarro was chosen from a pool of quality candidates, Chief Edwards said it was a very difficult decision. Derek Dougherty was also promoted to the position of Lieutenant to fill the vacated position by Cannizzarro. Edwards explained the role of both positions and suggested LCFR begin a tradition of "Swearing In" new staff. He would like to do this prior to the April 14, 2011 meeting.

Training presented by a Captain from South Milwaukee FD regarding fast food/restaurant fires. Discussion regarding the points to look at when inspecting, ordinances that are in place and how to approach a fire of this type.

Call Activity report was distributed.

Equipment: Ambulance 4559 remains out of service for 2 weeks with continuing problems.

Frustration continues with dealing with downtime and vendors that are asked to deal with the repair issues.

New Business: Staff is requesting a waiving of the residency requirements for FD staff. Chief Edwards feels this is the direction of the state and does not feel it will impact the staffing of the FD. It will be added to the agenda for the next meeting. The Board was made aware of the current survey of the FD staff. A copy of the survey questions were provided to the Board. Chief Edwards was asked about the FD "code of conduct". Edwards will discuss with staff at next meeting. Edwards told Board members that he and two other Officers attended a meeting in Merton regarding their Fire and EMS services. Edwards said the group has asked them to provide additional information to them regarding costs for services by LCFR.

10. Confirmation of next meeting: Thursday, April 14, 2011 at 6pm at Station #1 in Delafield.

Meeting was confirmed with Board Members.

11. Adjournment

Motion to adjourn was made by Krickhahn at 7:54 pm and second by MacDougall. All ayes, motion carried.