



Lake Country Fire & Rescue – **Fire Board** Meeting  
Chenequa – Delafield – Nashotah  
Fire Station #1  
115 Main Street, Delafield  
Thursday, September 8, 2011 – 7 p.m.  
**MINUTES**

1. Meeting call to order  
Meeting was called to order by Stotts at 7:00pm.
2. Roll call  
Present were President Stotts, Vice President Wilkey, Krickhahn, Bellin, Urbanchek, Chief Edwards and Secretary/Treasurer Rosch. Absent tonight was MacDougall.
3. Public Comments  
None.
4. Communication  
Edwards and Stotts told the Board of the Waukesha County Executive Business of the Year. A copy of the luncheon details was distributed for Board members. Stotts asked all Board members to check with their communities to be sure they are aware and if they will be attending. Krickhahn stated the City of Delafield is already looking at putting a table together. Wilkey stated she would like to attend and will sponsor a table so other department personnel can attend. Stotts stated he will attend and also sponsor half a table so others can attend. Bellin plans to attend, Urbanchek will probably attend with the Village of Nashotah, Krickhahn and MacDougall will be attending with the City of Delafield.
5. Discussion and possible action regarding request from Village of Nashotah to approve a proposed lease for fire station # 2  
Deferred until next meeting to review new documentation with attorney responses from the Village of Nashotah Attorney Macy.
6. Sub-Committee Update following meeting with Villages of Summit and Oconomowoc Lake  
Committee members recapped the power point presentation made at the September 7<sup>th</sup> presentation to the Village of Summit and Oconomowoc Lake Committee members. Edwards and Stotts felt there was a good exchange of information at the meeting and the committee requested a copy of the mock budget, funding formula and the 5-10 year equipment replacement for review. The LCFR subcommittee will meet again to draft a letter to send with the requested information.
7. Discussion and possible action concerning Resolution 2011-2 to amend the Intermunicipal Agreement allowing LCFR Board to contract services  
Stotts explained the resolution and how it will assist LCFR in the future with the potential for contracting services with other communities that are unable to provide EMS services for their communities. A motion was made by Wilkey to approve Resolution 2011-2 to amend the Intermunicipal Agreement allowing LCFR Board to contract services. The motion was second by Urbanchek, all ayes, motion carried.
8. Discussion and possible action regarding FORD Ambulance Repair/Replacement Options  
Edwards reported there have been no changes. He thought they had a potential to save on costs through another vendor they had previously spoken to but no written estimate has been presented so Edwards expects the department will proceed as by Board members to proceed.
9. Monthly Topic: LCFR Staffing and personnel  
Edwards stated the staffing summary was distributed and review earlier tonight at the Annual Joint Meeting.

## 10. Treasurer's Report

- a. Collections for Andres was \$46,352.59 this month with billings of \$83,949.10. Collections from ADPI for August total \$2,294.99. The lockbox has been closed for ADPI payments and we had our last draw for those expenses. Discussion on what should be done with M&I Account. We will continue to keep the account with the minimal balance in it. Stotts told the Board we had met with Pat Mannix from Andres who reviewed our accounts with us. He stated that our payor mix was very good but acknowledged we had high write-downs due to Medicare and Medicaid patient population. He explained how he viewed accounts, taking the gross billings less the required write-downs, leaving the actual collectible portion of the billed amount. He states they are adjusting the contractual amount that is taken by Medicare and Medicaid when they enter the charges so we see the total billed and total write down right away so we have a better idea as to what is collectible. There was discussion of billing fees. Mannix offered to come back in November/December to update the Board on the collection activity of our accounts and he felt he would have more history to give us a better idea as to our collection ratio. We also discussed the possibility of contracting with Andres to do non-EMS billing for LCFR services. An example would be if the department was called for electrical wires down and the department could have staff and equipment tied up for hours waiting for the power company to come and remedy the situation. In this case the time spent would be billed to the utility company allowing LCFR to recoup the resources expended. Mannix will forward the information to Edwards for review and follow-up.
- b. Board reviewed balance sheet, revenues and expenses, and reconciliations, thru 09/08/2011. LCFR continues to track below budget to date for expenses with exception of fuel and facility expenses as discussed previously. WRS employee contributions have been started.
- c. Motion to approve check disbursements over \$1,500 (Town Bank: ck#2299 for \$1,500.00, ck#2319 for \$4966.72, ck#2331 for \$2,205.00, Ck#2333 for \$2,315.92, ck#2336 for \$1,615.79, ck#2338 for \$2,035.88.) from 8/12/2011 thru 9/08/2011 by Urbancek, second by Krickhahn. All ayes, motion carried.

## 11. Chief's Report

- a. FD Staff/Personnel Activities-Staffing of Station #2 continues to improve with the goal of 100% as stated earlier at the Annual Joint Meeting.
- b. Training Updates-A house was donated by a resident for training prior to the planned demolition. But due to the concerns of a neighbor they were unable to use artificial smoke as planned and training had to be adjusted. Chief anticipated it would still be of benefit for department training and trainings were planned Tuesday night through September.
- c. LCFR Call Activity report-Activity report was presented and reviewed with the Board.
- d. Equipment Status – Anticipated arrival of new ambulance is set for September 26<sup>th</sup>.
- e. New business-Concerned resident from Nashotah called Urbancek to complain about increased insurance premium due to an ISO Rating change for the fire department. Edwards explained our rating had not changed and he also said he was able to speak with her insurance carrier who admitted there was a change in the way they calculate premiums that is resulting in a premium change for the citizen that was inquiring. Edwards said he had tried to explain the situation but did not feel the person understood or believed the explanation. Edwards encouraged her to speak with her insurance carrier and shared the information with Urbancek.

## 12. Confirmation of upcoming meetings:

Next Board meeting is scheduled for Thursday, October 13, 2011 at 6 pm, Station #1

## 13. Adjournment

Motion to adjourn was made by Wilkey and second by Bellin at 7:51pm. All ayes, motion carried.