



Lake Country Fire & Rescue – **Fire Board** Meeting  
Chenequa – Delafield – Nashotah  
Fire Station #3  
31275 Highway K, Chenequa  
Wednesday, August 18th, 2010 – 6p.m.

## **MEETING MINUTES**

1. Meeting call to order

The meeting was called to order at 5:55pm by President Stotts with the Pledge of Allegiance

2. Roll call

In attendance were President Stotts, Gerry MacDougall, Susan Wilkey, Theresa Urbanchek, Chief Jack Edwards, Chief Hagemann and Secretary/Treasurer Sandy Rosch. Jeff Krickhahn arrived at 7:30pm and Vice President Gordon Gunnlaugsson was absent.

3. Public Comments

None.

4. Communication

A letter from Fire Chief Kevin Bierce, of the Pewaukee Fire Department, thanking Lake Country Fire & Rescue staff for participating in their mass casualty exercise on Saturday, July 31, 2010 was shared with the board.

5. Approval of minutes of the August 11, 2010 budget workshop meeting

A motion by MacDougall to approve the minutes of the August 11, 2010 budget workshop meeting was second by Wilkey. All eyes, motion passed.

6. Discussion and action on 2011 LCFR Budget

After discussion with municipalities and further work on the 2011 budget, Chief Edwards reviewed the areas of change he made to the budget. After further investigation with other fire and police departments the radio budget was reduced. The need to transition to digital radios by 2013 is still a reality but may need to be purchased as a capital expense. Computer purchase and upgrades have been moved to the capital expense budget. Other areas of reduction included Administrative Expenses, Service Contracts/Agreements, Insurance Expenses, Operational Supplies/Expenses, as well as Maintenance.

Adjustments to revenue included projected increase in ambulance billings with an adjustment to the estimated uncollectible receipts made. When asked how Chief Edwards felt about the budget changes he was concerned about the increase made to the anticipated revenue citing the department's limited budget history as a combined department.

Total cost to municipalities was estimated at \$940,968.00. MacDougall requested time to review changes with an additional meeting to vote.

A follow-up budget meeting was set for Wednesday, August 25, 2010 at 6pm with location to be determined. Wilkey excused herself and left the meeting at 7pm.

7. Addressing expected Cash shortfall / anticipated revenue

Joe Bogenberger from M&I Bank was contacted following an informational meeting several weeks ago. He was instructed to begin the process of application for a line of credit as it was believed that was the direction municipalities would prefer we go. His concern was the inability for this department to levy taxes as historically when they loan to a school or other municipal with a Resolution to raise taxes to pay the loan off. This loan application is unusual for the bank and may require co-signing of all municipalities. He will proceed with processing of the application for a line of credit.

8. Discussion and possible action regarding Compensation and Wage committee status  
Motion to disband the Compensation and Wage committee was made by MacDougall and second by Wilkey, all ayes and motion passed.
9. Treasurer's Report
  - a. Board review of balance sheet, revenues and expenses, and reconciliations, thru 7/31/2010
  - b. Board discussed disbursements over \$1,500 from 7/21/10 thru 8/18/2010. There was only one check over this limit \$ 2061.14 to STAT Pharmaceuticals for this seasons flu shots which have already been received.
  - c. Review of ambulance service and revenue: Conference calls to billing representative Melissa Hunt have not been reassuring. There were un-posted Zirmed (Medicare) payments discovered and staff is posting them to the appropriate accounts. Follow-up is an issue and our conversations have not been reassuring. While we will continue working with ADPI to improve the billing and collection of accounts, we are feeling the need to look at other resources to do our billing. A few companies have been recommended for review and that will become the focus of our efforts in the coming months with January 1, 2011 a target date for any changes to occur.
10. Chief's Report

Change of Command Ceremony took place on Sunday, August 15<sup>th</sup> and went very well. Fox 6 news was there and several reported seeing it on the news. Everyone seemed to have a nice time and Friends of Nashotah were recognized and thanked for their contribution of the food and refreshments for the event.

Call volume relating to the intercepts was evening out with last year's volume, slightly higher than last year at this time (YTD totals).
11. Date of next meeting  
Next budget workshop was scheduled for Wednesday, August 25<sup>th</sup>, 2010 at 6pm. Location was to be determined and posted on the Agenda.
12. Adjournment  
Motion to adjourn made by MacDougall at 7:58, second by Urbancheck. All ayes, meeting was adjourned.