



Lake Country Fire & Rescue – **Fire Board** Meeting
Chenequa – Delafield – Nashotah
Fire Station #2
N44 W32787 Rasmus Road
Thursday, December 16th, 2010 – 6p.m.
MINUTES

1. Meeting call to order
Meeting called to order by President Stotts with the Pledge of Allegiance at 5:58pm.
2. Roll call
In attendance were President Stotts, Vice President Gordon Gunnlaugsson, Theresa Urbanchek, Susan Wilkey, Jeff Krickhahn (present until 6:40pm), Chief Jack Edwards and Secretary/Treasurer Sandy Rosch. Robert Bellin (joined the meeting at 6:10pm) attended as the newly appointed Chenequa representative to replace Gordon Gunnlaugsson effective January 1, 2011.
3. Public Comments
No public comments.
4. Communication
Letters from MacDonald's regarding a \$500 donation for community education and Lake Country School District regarding the Fire Prevention work and the work of Captain Bowen were added to the Board packets. Chief Edwards' newsletter was also included.
5. Approval of minutes of the November 17, 2010 Board meeting
Motion by Wilkey to approve the minutes as presented for November 17th, 2010 was seconded by Krickhahn. All ayes, no further discussion. Motion carried.
6. Discussion and possible action regarding agreement and services provided by ADPI and contract with status with Andres Medical Billing
We have a signed contract from ADPI to discontinue actively billing for LCFR as of January 1, 2011. They will continue to work all 2010 accounts for up to 9 months with the termination at our discretion with as little as 2weeks notice. Collections are strong but there are questions on the billing of new charges and Rosch will follow-up with ADPI. We have also received a signed agreement from Andres Medical Billing.
7. Consideration and discussion of convening in closed session pursuant to Wis . Stat. sec. 19.85(1)(e) to conduct specified public business when a competitive or bargaining reason requires a closed session, namely to discuss wage increases for all department members including the establishment of a new compensation schedule for full time employees.
Motion by Urbanchek to move into closed session at 6:04pm, seconded by Krickhahn. Roll Call: President Stotts, Vice President Gordon Gunnlaugsson, Theresa Urbanchek, Susan Wilkey, Jeff Krickhahn, Chief Jack Edwards and Secretary/Treasurer Sandy Rosch. Robert Bellin joined the meeting at 6:10pm.
8. Pusuant to Wis. Stat. sec 19.85(2) move into open session
Motion to return to open session by Urbanchek, seconded by Krickhahn. All ayes, motion passed. A motion by Gunnlaugsson to approve Resolution 2010-12 to Amend wages of LCFR employees effective January 1, 2011 for the first wage adjustment and July1, 2011 for the second wage adjustment pending financial review in June by the LCFR Board and confirmation of budgeted revenues. Second by Wilkey, all ayes, motion carried.

9. Treasurer's Report

- a. Board reviewed of balance sheet, revenues and expenses, and available reconciliations, thru 11/30/2010. Gunnlaugsson recommended next year a mid-year budget review be performed. Board members acknowledged this to be the plan in mid-June.
- b. Board approval of check journals and disbursements over \$1,500 (Check# 1515 for \$2,054.43, Check# 1520 for \$1,689.38, Check# 1559 for \$1,733.31, Check# 1563 for \$5,329.89, check # 1568 for \$3,222.00 and Check# 1577 for \$5,406.00) from 11/15/2010 thru 12/16/2010. Motion by Krickhahn to approve check journal disbursements over \$1500 from 11/15/2010 thru 12/16/2010 second by Gunnlaugsson. All ayes, motion carried. Krickhahn left the meeting at 6:40pm following the approval of the check journals and disbursements.
- c. Review of banking process and online access: There was discussion regarding the plan to minimize risk when doing any on-line transactions. A second and dedicated computer will be used as soon as possible for all banking and bookkeeping transactions.

10. Chief's Report

- a. FD Staff/Personnel Activities
- b. Training Updates: A house that was donated in the City of Delafield has been used for training purposes and there is a plan to have a controlled burning exercise next week.
- c. LCFR Call Activity report: Call activity log was distributed in packets for discussion and review. Chief Edwards spoke about recent activity in the area including a structure fire in Dousman and an Ashipun house fire.
- d. Equipment Status: The Dive/Water Rescue truck work has been completed and is available following the meeting to see. The build out of the Nashotah station has been completed and following the meeting Chief Edwards will tour with anyone wishing to stay. The staff is waiting for the furniture to arrive and final finishes before staff will be sleeping in the quarters. Chief anticipates that to begin early 2011.

11. Date of next meeting is Thursday, January 13, 2011 at 6pm at Station #1 in Delafield.

12. Adjournment at 7:22pm

Respectfully submitted by Sandy Rosch, Secretary/Treasurer