

Minutes of July 7, 2009  
Lake Country Fire Department Board Meeting  
Chenequa – Delafield - Nashotah  
Fire Station #1  
N44 W32787 Rasmus Road, Nashotah

1. Call meeting to order  
As acting Secretary of the current Lake Country Fire Department, Eileen Stefanski called the meeting to order at 6:00 p.m.
2. Roll call  
Present were Rod Stotts, Gordon Gunnlaugsson, Theresa Urbancek, Susan Wilkey, and Jeff Krickhahn. Gerald MacDougall was absent.
3. Election of Officers and appointment of Secretary/Treasurer  
Susan Wilkey nominated Rod Stotts for President, seconded by Krickhahn. Stotts was elected President.  
Susan Wilkey nominated Gordon Gunnlaugsson for Vice-President, seconded by Urbancek. Gunnlaugsson was elected Vice-President.  
Gordon Gunnlaugsson nominated Eileen Stefanski for Secretary/Treasurer. Stefanski was appointed.
4. Public comments  
None.
5. Chief's Report – Hagemann/Edwards  
LCFD and Delafield had a Meet and Greet with their members at Station 1 in Nashotah. There has already been a joint training on extrication and the two departments will do joint hose testing in August.
6. Distribution and discussion of Merger Agreement  
A copy of the signed merger agreement was distributed.  
A difference was noted in the final minutes of the Merger Committee and the final Capital Funding Formula, Exhibit C, in the agreement. It was noted that the signed agreement was correct and even though fire dues income may change, the Capital Funding Formula will not and will remain the same for twenty years.
7. Discussion and possible action on Draft 2010 Budget prepared by Merger Committee  
The draft budget that was prepared by the Merger Committee was distributed. The department budget is supposed to be given to the municipalities by August 1<sup>st</sup> of each year. It will not be possible this year and the municipalities are aware it will be late. Edwards, Hagemann, and Stefanski will use current revenue and expense reports as of June 30<sup>th</sup> from both departments to prepare a combined 2009 year-to-date report that will be used to prepare a draft 2010 budget for the next board meeting. It was noted that, as per the agreement, there will be a joint meeting with the Fire Board, Fire Commission, and the municipalities in September to review the final budget.

Some funding is going to be needed in 2009. A motion was made by Krickhahn to invoice the municipalities for their share of \$10,000.00 using the funding formula, to be used as seed money for necessary startup expenses, as an advance on the 2010 budget, second by Urbanchek. All ayes, motion carried.

Stefanski and Gunnlaugsson will gather information on fees, rates, transaction copy capabilities, dual signature check verification, and insurance coverage from M&I Bank, Town Bank, and Landmark Credit Union. Information will also be obtained from the Local Government Investment Pool.

New federal and state ID numbers will be obtained adding “(new)” to the name. This will need to be done before a bank account can be opened. A corporate resolution will also have to be passed by the board.

Stotts will ask the current LCFD Board to continue paying Stefanski’s salary at their next meeting.

8. Discussion and possible action on Fire Board priorities

Stotts distributed a report he had prepared listing items he suggested the board would need to address. The Chief’s will review the report and help prepare a timeline along with who will be responsible for each item for the next meeting.

If it was verified that the Fire Commission will be appointing the Chief and the Fire Board will be setting the salary. Stotts suggested a sub-committee to begin reviewing compensation and benefits. Delafield will supply the board with a par study that was done a few years ago on salaries from about 13-14 different departments in the area.

Stotts will begin working on insurance quotes. He will also find out information of insurance for the new LCFD Board for 2009.

Stotts and Gunnlaugsson will obtain rate information from two attorneys.

9. Discussion and possible action on Official Newspaper

Motion by Stotts to name Lake Country Reporter the official Lake Country Fire Department newspaper, second by Wilkey. All ayes, motion carried.

Motion by Stotts to have the official postings for the Lake Country Fire Department be in one location at each municipality at the village or city halls, second by Wilkey. All ayes, motion carried.

10. Date of next meeting

August 6, 2009 at 6:00 p.m. and August 27, 2009 at 6:00 p.m. Both meetings will be held at Station 1 in Nashotah.

11. Adjournment

Motion to adjourn by Wilkey at 7:50 p.m., second by Krickhahn. All ayes, motion carried.

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Respectfully submitted by Eileen Stefanski, Secretary/Treasurer