

Minutes of September 3, 2009
Lake Country Fire & Rescue Board Meeting
Chenequa – Delafield - Nashotah
Fire Station #1
N44 W32787 Rasmus Road, Nashotah

1. Call meeting to order
The meeting was called to order at 6:00 p.m. by President Stotts.
2. Roll call
Present were President Rod Stotts, Vice President Gordon Gunnlaugsson, and board members Theresa Urbanek, Susan Wilkey, Jeff Krickhahn, and Gerald MacDougall. Chief Hagemann, Chief Edwards, Chenequa Administrator Bob Douglas, Nashotah Village President Rich Lartz, Delafield Administrator Tim Schuenke, and Secretary/Treasurer Stefanski were also present.
3. Public Comments
None
4. Approval of minutes of the August 27, 2009 meeting
Motion by Wilkey to approve the August 27, 2009 meeting minutes, second by Urbanek. All ayes, motion carried.
5. Chief's Report – Hagemann/Edwards
An officers meeting between LCFD and Delafield was held on September 1st. Discussion included dividing response areas and vehicles. The meeting helped to dispel rumors and calm some of the employee fears. They are continuing to work on joint trainings.
6. Discussion and possible action on appointing an attorney
There are three candidates. The subcommittee of Gunnlaugsson, Wilkey and Stotts will meet with attorneys to discuss their criteria and requirements and submit their recommendation to the board at the next meeting.
7. Discussion and possible action on a billing contract with Advanced Data Processing, Inc.
Needs to be reviewed by an attorney.
8. Discussion and possible action on 2010 Budget
Schuenke presented an analysis of budget increases showing one-time start up fees of \$100,000 and new charges of \$96,500. Revenues and Intercept rates were discussed. Using the presented budget of \$1,021,234 and the current formula percentages, the breakdown for each municipality would be Chenequa – \$103,320; Nashotah - \$100,555; Delafield - \$817,359. There was also discussion of selling truck #4568 since it will no longer be needed after the merger. Gunnlaugsson questioned duties of a new full-time clerk and asked if there were additional duties that could be added to the position. Edwards stated that payroll would probably be added during 2010. Edwards will bring a copy of the current job description to the next meeting. There will be an additional \$792 (\$555-Nashtoah; \$237-Chenequa) to the Tech Rescue Services budget item. POC w/o State Retirement will be decreased by \$12,000 since the Nashotah station will only be manned for approximately half of the year. Motion by

Wilkey to accept the 2010 budget for \$1,010,000, second by Krickhahn. All ayes, motion carried.

9. Discussion and possible action on the Merger Status Timeline

The timeline was reviewed. Edwards will update with names of who will be assigned to each task along with notations of how far along each has progressed. He will also work on getting a state withholding ID number and check to see if we need unemployment ID numbers. Edwards will handle all contracts that are just renewals. New contracts will be brought to the board. Beginning next month, Stefanski will present a treasurers report which will be a part of the regular monthly meeting agenda.

10. Discussion and possible action on Conflict of Interest policy

A policy will be written when the board creates a policy manual. Gunnlaugsson disclosed that he is an investor with 5 Alarm Fire & Safety and a director for West Bend Mutual Insurance. Since neither of these positions influences the purchasing decisions of the department, the board agreed there was no conflict. Stefanski will double-check the League of Wisconsin Municipalities policy.

11. Discussion and possible action requesting the Village of Nashotah to build living quarters at Station 1 and determine criteria for justifying overnight staffing

Discussion of remodeling the upstairs at the Nashotah station included a day room, four bedrooms, 2 bathrooms with showers, and possibly an exercise room. The remainder would be storage. Even if another municipality merged at a later date, these facilities would still be needed with sleeping facilities. Motion by Urbancek to write a letter to the Village of Nashotah requesting them to proceed with building living quarters at Station 1, second by MacDougall. All ayes, motion carried.

12. Dates of next meeting

September 17, 2009 at 6:00 p.m.

13. Adjournment

Motion to adjourn by Krickhahn at 8:05 p.m., second by Urbancek. All ayes, motion carried.

Respectfully submitted by Eileen Stefanski, Secretary/Treasurer