

Minutes of October 15, 2009
Lake Country Fire & Rescue Board Meeting
Chenequa – Delafield – Nashotah
Fire Station #1
N44 W32787 Rasmus Road, Nashotah

1. Call meeting to order and roll call

The meeting was called to order at 6:30 pm by President Stotts. Present were President Rod Stotts, Vice-President Gordon Gunnlaugsson, and board members Susan Wilkey, Jeff Krickhahn, and Gerald MacDougall. Theresa Urbanchek was absent. Also present were Fire Chief Edwards, Fire Chief Hagemann, Secretary/Treasurer Stefanski and Delafield Clerk Rosch.

2. Public Comments

None

3. Approval of minutes of the October 1, 2009 meeting

Motion by Gunnlaugsson to approve the October 1, 2009 meeting minutes, second by MacDougall. All ayes with Krickhahn abstaining, motion carried.

4. Discussion of status on billing contract with Advanced Data Processing, Inc

Revisions to contract reviewed at last meeting have been forwarded to the contacts at Advanced Data Processing. They are aware that time is of the essence and a follow-up has been made to our current ADP representatives for an update. Chief Edwards will report progress at next scheduled meeting.

5. Discussion and possible action regarding approval of Resolution 2009-7 for Wisconsin Deferred Compensation Plan

Gunnlaugsson wanted to make sure the department would not be carrying any unfunded liabilities with this plan. Edwards and Rosch clarified that all contributions are made from employee wage deductions and payments would be made right into the state fund with no contributions of any kind made by the department. All employee contributions are made after the Medicare and Social Security taxes have been taken. Future tax consequences and any management fees of the fund are the responsibility of the employee. Motion made by Gunnlaugsson to approve Resolution 2009-7 for the Wisconsin Deferred Compensation Plan, second by Wilkey. All ayes, motion carried.

6. Discussion and possible action regarding approval of Resolution 2009-8 for a Legislative Body Relating to a Deferred Compensation Plan and the ICMA Retirement Trust

Very few City of Delafield employees are currently enrolled. Most are utilizing the alternate plan at this time. There is no cost to offer this option to current or future employees, even if there are no employees enrolled. Motion by MacDougall to approve Resolution 2009-8 for a Legislative Body Relating to a Deferred Compensation Plan and the ICMA Retirement Trust, second by Gunnlaugsson. All ayes, motion carried.

7. Discussion and possible action regarding approval of Resolution 2009-9 authorizing participation in the Waukesha County Mutual Aid Box Alarm System (MABAS)

Chief Hageman commented that discussion at the Waukesha County Fire Chief's meeting was very positive. The system was recently used dealing with a large fire in Cudahy and involved fire departments all over Waukesha County. Motion made by Gunnlaugsson to approve Resolution

2009-9 authorizing participation in the Waukesha County Mutual Aid Box Alarm System (MABAS), second by Wilkey. All ayes, motion carried.

8. Discussion and possible action on the Merger Status Timeline

Timeline was distributed and reviewed. Document attached.

After researching insurance, it was discovered a payment of \$12,000-\$15,000 will need to be made in December. Because of this and a few other possible expenses in early January, the board may need to ask the municipalities for an additional advance on the budget. Edwards will try and get an estimate on January's payroll and the board will discuss this further at the next meeting. Edwards will also bring a mock billing report so the board knows what will be reported in the future.

9. Chief's Report

Chief Edwards discussed Fire Prevention community activities. Officers meetings continue between both departments. They recently worked on zoning and paging issues. Combined trainings are continuing on Tuesday evenings. There was a recent training in Delafield where members broke down into small groups and rotated through four different stations. The training went very well. Chief Hageman discussed the need to work together and familiarize all staff with residential areas, particularly in Chenequa due to the difficult driveways. Knox box changes are going to be made so all three communities are consistent.

10. Discussion and possible action concerning additional public officials insurance coverage for board members

MacDougall stated that Delafield council members serving on the fire board are covered under the city's policy. Since all communities are insured through the Wisconsin League of Municipalities, this would hold true for everyone except Gunnlaugsson. Again, this is Errors and Omissions insurance, not Directors and Officers insurance. Stotts will contact R&R insurance and an Insurance Counselor in Oconomowoc recommended by Attorney de la Mora for additional information and will follow-up with the board at the next meeting.

11. Discussion and possible action on salary increases for 2010

A letter from the City of Delafield's Administrator, Tim Schuenke, was read by MacDougall and is attached to these minutes. Schuenke advised the board to give the current employees a similar increase as to what they have received in the past. Comparison of wages and concerns about setting precedent was discussed by the board. The joining of the two groups and integration into one system was recommended. Chief Edwards will return to the next meeting with an integrated spreadsheet representing the new LCFR staff and a suggested pay scale. Motion by Krickhahn to give the Chief the option of increasing salaries up to 3.4% for the budget year 2010, second by Wilkey. All ayes, motion carried.

12. Date of Next meeting

Date of next meeting will be Thursday, November 5th at 6:00 pm.

13. Adjournment

Motion to adjourn at 8:48 p.m. by Krickhahn, second by Wilkey. All ayes, motion carried.