

Minutes of November 5, 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 6:00 pm by President Stotts. Present were President Rod Stotts, Vice-President Gordon Gunnlaugsson, and board members Jeff Krickhahn, Theresa Urbanek, and Gerald MacDougall. Susan Wilkey was absent. Also present were Fire Chief Edwards, Fire Chief Hagemann, Secretary/Treasurer Stefanski and Delafield Fire Clerk Rosch.

2. Public Comments

None

3. Approval of minutes of the October 15, 2009 regular meeting and October 21, 2009 joint board meeting

Motion by Gunnlaugsson to approve the October 15, 2009 meeting minutes, second by MacDougall. All ayes with Urbanek abstaining, motion carried.

Motion by Krickhahn to approve the October 21, 2009 joint board meeting minutes, second by Urbanek. All ayes, motion carried.

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

A response from ADP was received and was distributed to the board. Attorney de la Mora will respond with the boards comments and ask for a quick reply.

5. Discussion and possible action on EMT-Paramedic Intercept Agreement contracts

Motion by Krickhahn to accept changes as proposed by Attorney de la Mora, second by Gunnlaugsson. All ayes, motion carried. Our contracts will be signed by Chief Edwards and President Stotts.

6. Discussion and possible action on Inter-Institutional Transportation Agreement with Oconomowoc Memorial Hospital, Inc.

Changes have been sent to Oconomowoc but there has been no response yet.

7. Discussion and possible action regarding MABAS contracts

Motion by Gunnlaugsson to approve the MABAS contract as written, second by MacDougall. All ayes, motion carried.

8. Discussion and possible action regarding handling HRA payments in-house

Full-time employees have a \$1,000 deductible that is going to be reimbursed to them by the department. Diversified Benefits will still charge \$325 for the original plan document for the Health Reimbursement Account, but the department could save \$90-\$100 per month if they handled these payments in house. Motion by Krickhahn to handle HRA payments in-house, second by Urbanek. All ayes, motion carried.

9. Discussion and possible action on an additional budget advance from municipalities
Chief Edwards and President Stotts figured a minimum of \$26,000 would be needed to fund expenses for the department until the beginning of January. A copy of the invoice that would be sent out to the municipalities was distributed to the board members showing the percentage breakdown of this \$26,000 request and the full invoice that will be due in 2010. Motion by MacDougall to request an additional \$26,000 from the municipalities, second by Urbancheck. All Ayes, motion carried.

10. Discussion and possible action on the Merger Status Timeline
Chief Edwards is still waiting for a new service provider license from the state. He is hoping to have it by November 25th. He can then send it to Medicare to be included with the application. The timeline will be gone through in detail at the next meeting.

11. Treasurer's Report
 - a. Board review of balance sheet, revenues and expenses, and reconciliations
The balance sheet, statement of revenues and expenses, and the checking reconciliation was distributed.
 - b. Board approval of check journal and disbursements over \$1,000
Motion by Urbancheck to approve check journal dated October 2, 2009 through November 5, 2009 along with the preauthorization of payment to West Bend Mutual Insurance for \$9,183.00 and payment to de la Mora & de la Mora for \$2,397.50, second by Gunnlaugsson. All ayes, motion carried.
 - c. Monthly ADP billing report (sample)
The current billing report that the City of Delafield uses was reviewed. It was quite confusing, so Gunnlaugsson will try and look it over and make some suggestions for a possible new report format at the next meeting.

12. Chief's Report
 - a. Report of call activity for previous month
This will be a regular monthly report beginning in 2010 of the combined department, but for now Chief Edwards reported that the City of Delafield had 174 calls in October.
 - b. Update on training and membership
There was a joint training on Tuesday and the month of December will be devoted to informational meetings. Delafield has received the H1N1 vaccine and offered it to all Lake Country members.
There is one new EMT at Delafield and one current firefighter paramedic has applied for paid-on-call.
 - c. Update on pending purchases or maintenance expenses
None at this time.

13. Date of Next meeting
Date of next meeting is Wednesday, November 18, 2009 at 6:00 pm. and Thursday, December 3, 2009 at 6:00 p.m.

14. Adjournment
Motion to adjourn at 8:16 p.m. by Krickhahn, second by MacDougall. All ayes, motion carried.