



Lake Country Fire & Rescue – **Fire Board Meeting**
Chenequa – Delafield – Nashotah
Village of Nashotah-Conference Room
N44W32950 Watertown Plank Road
Nashotah, WI 53058-0123
Wednesday, October 1, 2014 at 6 p.m.

MINUTES

1. Meeting call to order

The meeting was called to order at 6 p.m. by Stotts with the pledge of allegiance.

2. Roll call

Present was President Stotts, MacDougall, Bellin, Urbanchek, Chief Edwards and Secretary/Treasurer Rosch. Excused were Wilkey and Krickhahn.

3. Public Comments

No public comments

4. Discussion and possible action eliminating 2015 capital budget funding request to municipalities and using excess 2014 capital budget funds to fund 2015 capital

Edwards stated that the Capital Budget spending is up to about \$225-\$250K, leaving a potential surplus of more than \$100K. Surplus will be held in the Capital Contingency account for future use. A motion was made by Bellin to eliminate the Capital Budget request for 2015 and use the Capital Contingency funds to purchase the thermal imaging cameras that were budgeted for 2015. The motion was second by MacDougall. All ayes and motion was carried.

5. Discussion and possible action regarding the LCFR staffing plan

Chief Edwards used a power point presentation to justify his request to continue to utilize the current staffing plan that has been in place since September 1, 2014. The power point compared staffing patterns with 4 other WI Fire Departments. Areas of comparison included Population, call volume, operating budget (limited), FT vs. PT staffing and work shifts. A comparison was made regarding the FT staff to population ratio and the Call volume per FTE. Chief Edwards presented a graph of Years of service to highlight the need for supervision on a department with a high percentage of new and inexperienced staff. The Average years of service for FT was 15.98 and other staff was 5.30 years with all employees considered in the average. Chief Edwards pointed out if you remove the top three staff members who are long time members but very part-time in 2 of the three members, the average falls to 3.6 years. Pros and cons regarding the Assistant Chief position were presented. Edwards stated again it was something the department has wanted for a long time and this opportunity presented and it seemed logical. DC Keith works with municipalities, businesses and property owners in new and existing properties in all three communities. It allows for better access for his services (plan review, pump testing, addressing of new properties or developments, regular attendance at meetings, reduced overtime by creation of a salaried position), maintains a chain of command, especially in the Chief's absence.

Lastly, Chief Edwards reported that under his new staffing plan the payroll has been reduced to under \$40K for both September payrolls. Edwards estimated that by starting the change immediately, it would help us to offset the revenue short fall we are anticipating at year end. If the trend to keep the payroll totals under \$40K continues, it will save the department significantly in two ways-monetarily and by limiting part-time hours and reducing risk under the affordable care guidelines. Edwards asked the Board to consider allowing the department to continue on this schedule through the end of the 2014 budget year and re-evaluate the effectiveness and savings.

Bellin shared with the Board statistics he had calculated. The cost of the LCFR services to each member of the three communities can be broken down. He reports that Chenequa residents will pay the highest portion at 60 cents/day, Nashotah residents would pay 35 cents/day and Delafield residents would pay 34 cents/day.

MacDougall, Bellin and Urbanchek had no objections to the continuance of the schedule with a re-evaluation at year end. Stotts stated he was surprised by the payroll numbers and agrees that it could save the department significantly if the trend continues but would like to see what the rest of the year would show. Stotts stated that if this information/presentation was communicated earlier we may have avoided some of the concerns we having now. Board members agreed to look at payroll stats and ACA hours/part-time hour worked as markers for the re-evaluation. A motion was made by MacDougall to extend the trial period of the current staffing schedule through 2014 and re-evaluate in December. The motion was second by Urbanchek with a roll call vote. Stotts: yes, Urbanchek: yes, MacDougall: yes, Bellin: yes. Motion carried. Stotts asked Edwards if there was a job description for the role of Assistant Chief. He did not but will create one for review and approval.

6. Review 2015 budget presentation to communities

Budget worksheet was prepared and slide presentation ready for presentation to the community at the meeting to follow. The new budget reflects the approved LCFR Budget from 8/21/2014.

7. Confirmation of upcoming meetings:

October Community Budget Presentations:

Monday, October 6, 2014 at 7pm at City of Delafield Council Chambers

Monday, October 13, 2014 at 6:30pm at the Village of Chenequa

October Board meeting is scheduled for Thursday, October 16, 2014 at 6pm, at Station #1.

8. Adjournment

A motion to adjourn at 6:58 p.m. was made by Bellin and second by Urbanchek. All ayes, motion were carried.