



Lake Country Fire & Rescue – **Fire Board** Meeting  
Chenequa – Delafield – Nashotah  
Fire Station #1  
115 Main Street, Delafield  
Thursday, May 9, 2013 – 6 p.m.  
MINUTES

1. Meeting call to order  
President Stotts called the meeting to order with the Pledge of Allegiance at 6pm.
2. Roll call  
Present were Stotts, Bellin, Wilkey, Urbancek, MacDougall, Krickhahn, Edwards and Rosch.
3. Public Comments  
No public comments.
4. Communication  
Communication was received from Dan Beers, along with a donation of \$75. He wanted to thank the staff for a “wonderful” visit to our facility with his grandson. Don Theine Grading wrote to thank the department for their assistance in a recent fire at his place of business (2/8/2013).
5. President’s Report  
Stotts told the Board that the preliminary Audit was completed by Jim Freschette and instructed Rosch to distribute the draft to Board members so they may review it before the next Board Meeting in June. Rosch informed the Board that due to a schedule conflict, Freschette will attend the July Board Meeting to address any questions members may have. There were some recent billing questions regarding the ambulance services we provide ALS and BLS. Stotts informed the Board that we will be meeting with our Billing Company next week and will pass along some of the questions the Board has. Chief Edwards also gave his feedback to the Board.
6. Approval of April 2013 Minutes  
Motion to approve the April 11, 2013 minutes as written was made by Urbancek and second by Wilkey. All ayes, motion carried.
7. Update on Merger Discussions  
Stotts and Edwards briefed the Board members on the progress of the meetings. The Board was informed the next meeting was Wednesday, May 22, 2013 at 5pm in the Council Chambers of the City of Delafield, located at 500 Genesee Street. Testing and fine-tuning of the agreement formula has been the focus for presentation at the next Merger Meeting. The members of the Committee will be forwarded the recommendations/suggestions in advance of the meeting for review and consideration in advance of the group meeting. The last meeting was reported as positive and encouraging.
8. Discussion and possible action regarding the Staffing of LCFR Stations  
Edwards presented information that was gathered and plotted to visually present call volume and activity between Station #1 and Station #2 from 1/1/2013 thru 4/26/2013. The calls were identified as either Fire or EMS in nature and further split out by time of day in 6 hour increments. Stotts pointed out the volume of calls that were originating from Station #2 has increased times 4 since the time of LCFD (pre-2010). Stotts stated it was important that the communities know that Station #2 is being well utilized. It was noted that calls in the Station #3 area are generally toned out for Station #2 and Station #3 and therefore included in the Station #2 statistics. Also of note was all Interfacility calls are documented as originating at Station #1 and therefore appear in the Station #1 statistics.
9. Treasurer’s Report
  - a. Ambulance billing and collection update shows LCFR ambulance billing, receipts and intercept calls are tracking below expected but LCFR is coming into its busy time of the year.

There was discussion regarding the uncollectible comparisons since 2010. Efforts have been made to be aggressive with the referrals of accounts to collection recovery and we will be discussing concerns with regards to projected health care changes and the potential impact on the LCFR budget with Andres Medical Billing staff/owner next week.

- b. Board reviewed balance sheet, revenues and expenses, and reconciliations, thru 04/30/2013. We are trending approximately 2.2% ahead in regard to expenses but as we discuss each year at this time, this account for the front loading of our yearly expenses. Edwards reminded the Board again that the additional expenses in payroll are directly related to the unexpected legal changes requiring LCFR to pay staff the Paid-on-Premise wages effective in January this year. This unbudgeted excess will need to be addressed as LCFR will not be able to absorb this. Edwards assured the Board that we are doing our best to control things that we can control.
- c. Motion made by Wilkey to approve check journals/disbursements over \$1,500 (Ck#3293 for \$30,432.00, Ck#3294 for \$30,432.00, Ck#3306 for \$2,245.82, Ck#3310 for \$1,590.00, Ck#3335 for \$1,560.80) from 04/07/2012 thru 05/06/2013. Motion was second by Krickhahn. All ayes, motion was carried.

#### 10. Chief's Report

- a. FD Staff/Personnel Activities was discussed with agenda item #8.
- b. LCFR Call Activity report was discussed with agenda item #8.
- c. Station 2 Staffing Report was discussed with agenda item #8.
- d. Training/Conference Updates-Chief Edwards states there was a mass casualty exercise planned for June 8<sup>th</sup> in Oconomowoc but it has been postponed until later in the summer. When additional information is available Edwards will share it.
- e. Equipment Status – Several vehicle issues have been addressed this month. The ladder truck had suspension issues, Ambulance had air conditioning issues and both Tahoes are here and going through the detailing. One of the Tahoes was found to have problems with the paint and was having that addressed by the dealer before the detailing can be completed.
- f. New business – No new business.

#### 11. Confirmation of upcoming meetings:

**June** Board meeting is scheduled for Thursday, June 13, 2013 at 6pm, Station #1.

#### 12. Adjournment

Motion to adjourn at 7:50pm was made by MacDougall and second by Krickhahn. All ayes, motion carried.

NOTICE: It is possible that members of and possibly a quorum of members of other governmental bodies of either municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.