



Lake Country Fire & Rescue – **Fire Board Meeting**
Chenequa – Delafield – Nashotah
115 Main Street
Delafield, WI 53018
Friday, December 26, 2014 at 10 a.m.

MINUTES

1. Meeting call to order

Meeting was called to order by President Stotts at 10:13 a.m. with the Pledge of Allegiance.

2. Roll call

Present was Rod Stotts, Bob Bellin, Jeff Krickhahn, Theresa Urbancek, Assist Chief Kevin Keith and Secretary/Treasurer Sandy Rosch. Excused were Susan Wilkey and Gerry MacDougall.

3. Public Comments

There were no public comments.

4. Approval of minutes from Thursday, November 18, 2014 and December 9, 2014

A motion was made by Bellin and second by Urbancek to approve the minutes from November 20, 2014 and December 9, 2014 as written. All ayes, motion was carried.

5. Discussion and possible action related to Amendment #3 to the LCFR Inter-Municipal Agreement

Review of the Intermunicipal Agreement in Article V, Section I #1 resulted in the striking of the proposed change and making this a part of the Chief's duties. No other changes or corrections were made to the proposed changes. A motion was made by Krickhahn and second by Bellin to approve the proposed amendment changes with the correction identified. Roll call vote: Stotts-yes, Bellin-yes, Krickhahn-yes, Urbancek-yes. Motion was carried. Rosch will distribute the proposed amendments to the Intermunicipal Agreement to the communities for approval.

6. Discussion and action regarding rates, fees, schedules, intercepts and interfacility transfers for 2015

Keith requested this Resolution be postponed until the next Board meeting. Board agreed to move this to January's meeting.

7. Discussion and action on LCFR staffing changes

A motion was made by Krickhahn and second by Bellin to accept the letter from Chief Jack Edwards dated 12/26/2014 requesting to retire from Lake Country Fire & Rescue effective January 2, 2015. All ayes, motion was carried.

8. Discussion and action regarding Resolution 2014-3 to amend the wages for Lake Country Fire & Rescue employees effective January 1, 2015

Discussion on compensation for position Fire Chief regarding the establishment of a pay range and the Board would also like to query the area departments to see what their benefits look like or how they compare to LCFR. A motion was made by Krickhahn and second by Bellin to approve Resolution 2014-3 regarding wages adjustments for 2015 effective 1/1/2015 as planned in the 2015 budget. All ayes, motion was carried.

9. Discussion and possible action regarding LCFR Business relationships for 2015 including attorneys, payroll, third party payers, newspaper designation, auditing, medical billing, collection services, and banking.

A motion was made by Urbancek and second by Bellin to approve the following vendors for the 2015 budget year. Attorneys Hector de la Mora and Nancy Pirkey; Payroll Data, Diversified Benefits Services,

Auditor Jim Frechette, Andres Medical Billing, Stark Collection Services, Waukesha County Collections, the Waukesha Freeman as our Newspaper of Choice and Town Bank and subsidiaries. Roll call vote: Stotts-yes, Bellin-yes, Krickhahn-yes, Urbanchek-yes. Motion was carried. Stotts also made a motion that was second by Bellin to add Kevin Keith as an authorized signer to the Town Bank account and remove Jack Edwards. All ayes, motion was carried. Rosch to obtain signatures on Town Bank documents to request changes.

10. Treasurer's Report

- a. Ambulance billing and collection update-November billing was the highest in 13 months, however the collections were down from last month by approx \$8,100. New data requested from Andres reveals an adjusted payer mix with Medicare accounting for 54%, Medicaid 8%, Commercial Insurance 31% and Self Pay at 8% for the first 6 months of the 2014 billing year.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 11/30/2014. Revue of the Payroll shows payrolls remained contained under \$40,000 thru the November payrolls. The first payroll of December was up to \$43,734 due to the Thanksgiving Holiday and multiple vacation days, which includes the wages needed to cover those with time off. It is expected to occur again over the Christmas and New Year's Holidays and with the retirement payout of wages. Cash on hand is tracking better than previous years at this time and there is no plan to use the line of credit at this time. City of Delafield will deposit their contribution on January 2, 2015 which will ensure our reserves again.
- c. A motion was made by Urbanchek and second by Krickhahn to approve check journals/disbursements over \$1,500 (Ck#4010 for \$2,818.00, Ck#452 for \$3,128.76) from 11/19/2014 thru 12/16/2014. All ayes, motion carried.

11. Chief's Report

- a. LCFR Call Activity report reviewed with Board members. Significant increase in inter-facility calls in November especially, but improvement seen over the last 3 months. To date 52 calls down from 2013 at this time last year.
- b. Staffing Report-nothing to report
- c. Training/Conference Updates-Keith has been involved with meetings at Aurora and with the Citizen's Academy group planning for the next group in February as well as future training opportunities
- d. Vehicle/Equipment Status-The Dive Truck is being stripped of all its equipment and returned to the Village of Nashotah and Chenequa as it is no longer needed. Support services from surrounding agencies was discussed. Keith told the Board that the department is undergoing a clean-up and organization of supplies and equipment that he expects to return to the Board next month with a list for the Board to approve disposal or any other alternatives.

12. Confirmation of upcoming meetings:

January Board meeting is tentatively scheduled for Thursday, January 22, 2015, at 6pm, at Station #1.

13. Adjournment

A motion to adjourn was made Krickhahn and second by Urbanchek at 11:53 a.m. All ayes, motion was carried.