



Lake Country Fire & Rescue – **Fire Board**
Chenequa – Delafield – Nashotah
Fire Station #2
N44W32787 Rasmus Street
Thursday, April 27, 2017 at 6:00 PM

MINUTES

1. Meeting call to order with the Pledge of Allegiance
The meeting was called to order by President Bob Bellin at 6pm with the Pledge of Allegiance.
2. Roll Call
Present was President Bob Bellin, Jeff Krickhahn, Martin Gallun, Rob Bennett, Matt Grimmer, Chief Kevin Keith, Sandy Rosch, Secretary/Treasurer and Auditor Howard Jeanson. Excused was Theresa Urbanek.
3. Public Comments
There were no public comments.
4. Discussion and action on the 2016 Audit presented by Howard Jeanson
Bellin introduced Auditor Howard Jeanson from Rotroff, Jeanson & Co to present the LCFR 2016 Audit results. Jeanson reviewed the “Independent Auditors’ Report” reviewing his responsibility in the Audit then continued with highlights and explanations regarding the attached financial statements. Jeanson explained the WRS pension calculations and their effect on the 2016 Net Position. Jeanson concluded the report with a review of the Fund Balance which he pointed out increased by \$34,930 for a total of \$585,193. Jeanson made a recommendation/suggestion regarding the Intermunicipal Agreement.
A motion was made by Gallun and second by Krickhahn to accept the Audit as prepared and presented by Howard Jeanson of Rotroff, Jeanson & Co. All ayes, motion was carried.
5. Approval of minutes from the Fire Board Meeting on Thursday, March 30, 2017
A motion was made by Krickhahn and second by Grimmer to approve the minutes from March 30, 2017 as written. All ayes, motion carried.
6. Discussion and action on the surplus from the 2016 Audit
Chief Keith presented recommendation of assigning the “Unassigned” surplus Fund Balance of \$424,351.00. He explained his reasons for his recommendations. Grimmer asked the Board if they would vote on the recommendations individually as he had concerns with the kitchen remodel stating there was a large capital budget anticipated for next year and suggested maybe the money was better off allocated to the Capital Reserve. Gallun made a motion to approve Chief Keith’s recommendations as presented and it was second by Bennett. Grimmer asked for discussion on the topic and Chief Keith suggested the Board look at the space and all toured the current kitchen facilities and lower level of the fire house to see other training areas that have been constructed. Upon return to the discussion, Grimmer asked that the suggested allocations be voted on individually. See attached ‘Allocation of Unassigned Fund Balance’ worksheet.
Keith reminded the Board that the LCFR Contingency Fund was established last year so no action needed unless they wanted to make a change.
A motion was made by Krickhahn and second by Grimmer to reimburse the municipalities the remaining \$50,606 due from the 2014 additional funding received from the communities to make them whole. All ayes, motion was carried.
A motion was made by Gallun and second by Bennett to approve the allocation of \$25,000 to the Capital Reserve for the proposed Kitchen remodel. 4 votes in favor and one opposed. Motion was carried.
A motion was made by Grimmer and second by Gallun to approve the recommendation to add \$25,000 to the Post Retirement Benefit Account. All ayes, motion was carried.

A motion was made by Bennett and second by Grimmer to approve the recommendation to add \$73,745 to the Capital Reserve account for future Capital purchases. All ayes, motion was carried.

Keith then shared a brief slide show that was put together to be used at the upcoming community presentations recapping the information that was shared at tonight's meeting. Keith also pointed out LCFR was just granted an ISO fire rating of 3 and was very proud of that accomplishment. He explained it was very difficult and required a lot of work to obtain a rating so low and that DC Fennig expended a lot of time and effort to complete audits and provide information when we were reviewed.

7. Board approval of credit card and check disbursements over \$1,500 from 3/30/2017 thru 4/27/2017

A motion was made by Gallun and second by Grimmer to approve the credit card and check disbursements over \$1,500 (Ck#5055 for \$34,187.50, Ck#5060 for \$2,044.99, Ck#5061 for \$3,253.79, Ck#5064 for \$1,639.97, Ck#5078 for \$1,707.51, Ck#5092 for \$3,245, Ck#5096 for \$1,740.14) from 3/30/2017 thru 4/27/2017. All ayes, motion was carried.

8. Treasurer's Report

- a. Ambulance billing and collection update reports provided to Board members. Collections continue to be strong the first three months of 2017.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 04/27/2017 –Reports were provided and briefly reviewed. Expenditures are just over 24%, slightly under the first quarter 25% of budget. Training Center revenues are strong again this year.

9. Chief's Report

- a. LCFR Call Activity report – Activity report reviewed with Chief with strong interfacility stats and overall good activity experienced in the first quarter.
- b. Staffing Report – Captain Reynen is settling into her new role and has been a strong asset to the Training Center.
- c. Training/Conference Updates – Captain Reynen is attending the FDIC conference in Indianapolis and is investigating pump options while attending. The information will be brought back and shared with the department. We are hoping to have some new alternatives that can be looked at and possible options in place by June.
- d. Vehicle/Equipment Status-Recent field trip to Pierce to look at new vehicle options for next budget years anticipated purchase. Keith stated they are exploring a variety of pieces of equipment. He also approved the redesign of the Emergency Vehicle to replace the grass rig and work began Monday/Tuesday on our new vehicle.
- e. The fire structure being constructed at Station #2 is nearing completion. This week they were able to run some students through the structure for some training.

10. Confirmation of 2017 meeting schedule:

Next meeting scheduled for Thursday, May 25, 2017 at 6pm at the Delafield Fire Station at 115 Main Street. Bennett and Krickhahn will not be available. If no quorum the Board will be notified to reschedule.

11. Adjournment

A motion to adjourn at 7:09 pm was made by Bennett and second by Grimmer. All ayes, motion was carried.