



Lake Country Fire & Rescue – **Fire Board**
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street
Tuesday, August 8, 2017 at 6:00 PM

BUDGET WORKSHOP MINUTES

1. Meeting call to order with the Pledge of Allegiance

The meeting was called to order by President Bellin with the Pledge of Allegiance at 6:00 pm.

2. Roll Call

Present was President Bob Bellin, Vice-President Theresa Urbancek, Jeff Krickhahn, Marty Gallun, Bob Bennett, Matt Grimmer, Chief Kevin Keith and Secretary/Treasurer Sandy Rosch.

3. Public Comments

There were no public comments.

4. Discussion and action on remaining Capital expenditures

Chief Keith presented the Board members with a summary of the status of the departments Capital Budget and funding recommendations. Due to the purchase of 2 new cardiac monitors and the upgrade of the other monitors that require it and the final cost of the 2 vehicles that were purchased and equipped, an additional \$10,212.14 is required to complete the purchases. Keith asked the Board to allow \$10,212.14 to be used from the Capital reserve fund to cover the shortage. Chief reviewed the account balance with the Board, explaining that after the transfer of funds post Audit, the account would have a balance of \$88,692.86 for future Capital Reserve needs. A motion was made by Gallun and second by Bennett to allow LCFR to use an additional \$10,212.14 of the Capital Reserve funds to complete the 2017 Capital equipment purchases as presented by Keith. No further discussion. All ayes, motion was carried.

5. Review, discussion and possible action on the proposed 2018 Operating and Capital Budget

Keith presented the proposed 2018 Capital Budget to the Board with information and discussion on 5-10 year outlook on department equipment and long range planning. He felt that looking past 5 years is not advisable since equipment changes, needs change and several factors could influence the direction and needs of the department. Keith was more comfortable with a 5 year plan. He suggested a portion of the Capital Reserve be considered to help off-set the Capital Budget request for 2018. There was discussion amongst Board members regarding the pros and cons of reducing the reserve fund. Keith's plans and vehicle replacement choices will allow the department to combine some vehicles and reduce the department inventory. He explained that the vehicles will serve multiple purposes and offer significant savings for the department.

The Operating Budget was then presented to the Board members. Review of the budget noted an increase from last year of 3% or \$35,290. Revenue adjustments were discussed and Keith explained these changes were based on history and trends over the last 2-3 budget years and anticipated changes in 2018. The Board reviewed the 2018 expense budget with the payroll, intern expenses and benefits accounting for the biggest portion of the budget with other areas including fire department operations and service contracts. Keith reminded the Board that a request had been made to amend the agreement to allow LCFR to adjust the budget once the cost of health insurance was made available. So the recommendation would be the operating budget plus or minus the known health insurance change. Rates are typically available by early September. Keith also discussed his staffing plan with the Board for 2018 and over the next several years. There was discussion on staffing trends and retention of part-time staff.

6. Confirmation/scheduling of upcoming meetings:

August Board Meeting is scheduled for Thursday, August 24, 2017 at Station #1 in Delafield at 6PM

7. Adjournment

A motion to adjourn was made by Urbancek, second by Grimmer at 7:23pm. All ayes, motion was carried.

Respectfully submitted by Sandy Rosch, Secretary/Treasurer