



Lake Country Fire & Rescue – **Fire Board Meeting**
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield
Thursday, January 9, 2014 at 6 p.m.

MINUTES

1. Meeting call to order
Meeting was called to order at 6:00 p.m.
2. Roll call
Present at the meeting was Stotts, Krickhahn, Urbancek, Wilkey, Bellin, Edwards and Secretary/Treasurer Rosch. Absent was MacDougall.
3. Public Comments
No public comments.
4. Communication
A letter was received from a Delafield resident thanking the staff for their EMS services and their return to finish cleaning of her gutters. The Lake Country Women’s Club also thanked LCFR for their “Fire Truck ride home from school” as it remains their highest bid at their annual live auction. Stillwaters also wrote to thank the department for the same donation that contributed in raising nearly \$120,000 at their 17th annual Harvest Ball. We received a letter of thanks from a Dousman resident with a donation of \$1,000 for their appreciation in the care provided on a call that occurred in March 2013. A thank you was received from the Aurora Health Care Foundation for our donation of a kid’s birthday party at the fire station.
5. Election of President, Vice President and appointment of Secretary/Treasurer terms to end 12-31-2014
Motion was made by Bellin to nominate Stotts for Board President, seconded by Krickhahn. No other nominations. All ayes, motion carried. Motion was made by Urbancek to nominate Bellin for Board Vice President, seconded by Krickhahn. No other nominations. All ayes, motion carried. Motion was made by Wilkey to nominate Rosch for Secretary/Treasurer, second by Krickhahn. No other nominations. All ayes, motion carried. LCFR Board Officers for 2014 are Stotts, Board President, Bellin, Board Vice President, and Rosch, Secretary/Treasurer.
6. Approval of Minutes
Motion was made by Krickhahn to approve the minutes from November 14, 2013 as written and second by Urbancek. All ayes, motion carried.
7. Treasurer’s Report
 - a. Ambulance billing and collection review of reports presented as well as the actual account balances at year end with comparison to previous years. Including all bank accounts, cash balance is \$77,232.17. If you subtract the \$70,000 from the line of credit the remaining unaudited balance would be \$7,232.17. The only outstanding 2013 expense outside vendor billing that will be received in January is the cost to refurbish and update our cardiac monitors. Chief Edwards explained that older equipment has been sold with the proceeds to be applied toward the costs. Stotts commended Chief Edwards on his “lean & mean” management of the budget.
 - b. Board reviewed LCFR balance sheet, revenues and expenses, and reconciliations, thru 12/31/2013. President Stotts pointed out to Board members the areas of shortfall as well as the tight control over spending. Rosch stated she has been contacted by the Auditor who will begin work in the near future with information to be available potentially in late February.

- c. Motion to approve check journals/disbursements over \$1,500 from 11/13/2013 thru 01/07/2014 (Ck#3604 for \$2,159.92, Ck#3612 for \$2,586.03, Ck#3616 for \$2,470.77, Ck#3656 for \$2,974.42, Ck#3649 for \$4,797.00 and Ck#3650 for \$18,273.00) was made by Urbanek and second by Wilkey. All ayes, motion carried.

8. Discussion and possible action on LCFR fee schedule, Resolution 2014-1

Resolution 2014-1 A revised fee schedule for fees as authorized by the Lake Country Fire & Rescue Fire Board effective January 10, 2014 addressed the update to inspection fees which has not seen an increase since inspection fees established. A slight change in the BLS rates was also made. A motion by Bellin to approve Resolution 2014-1, A revised fee schedule for fees as authorized by the Lake Country Fire & Rescue Fire Board effective January 10, 2014 was second by Wilkey. All ayes, motion carried.

9. Chief's Report

- a. 2013 Budget Actions: Chief Edwards restated that staffing and spending has been closely monitored.
- b. LCFR Call Activity report: Call Report was reviewed with EMS calls down by 293 and Fire calls increased by 78 for a net decrease of 215 calls from 2012. This is the first year end decrease the Chief has seen. Chief states the department has been very busy recently.
- c. Staffing Report: Captain Bowen has left LCFR and the Commission is meeting on January 14th to appoint a new full-time FF-P/Inspector to the vacant position and appoint a Lieutenant to the position that will be vacated by the full-time hire. The Board members asked for a listing of the 9 full-time staff of FF-P's along with title/position and areas that they are responsible for.
- d. Training/Conference Updates: Paramedic Refresher to be held in February. This training is required every two years and is held at LCFR for our staff and several staff members from surrounding departments are expected to participate.
- e. Equipment Status: Discussion regarding the sale of LCFR's 4th ambulance. Nothing has been decided as yet. The department is keeping the Trailblazer for additional department use but the Suburban has been returned to the City of Delafield.
- f. New business: Community Paramedic concept was explained to the Board. Chief Edwards states that there is interest and the department is looking into the pilot programs that have been established in the state.

10. Confirmation of upcoming meetings:

Several Board members are unsure if they will be available to attend a meeting in February. Potentially our next meeting will be Thursday, March 13, 2014. Confirmation will be made once MacDougall is contacted for availability.

11. Adjournment

Motion to adjourn by Krickhahn at 7:26pm was second by Wilkey. All ayes, motion carried.