



Lake Country Fire & Rescue – **Fire Board** Minutes
Chenequa – Delafield – Nashotah
Fire Station #2
N44 W32787 Rasmus Road, Nashotah
Thursday, February 4, 2010 – 6p.m.

1. Meeting call to order, Pledge of Allegiance and Roll call
The meeting was called to order at 5:58pm by President Stotts. Present were President Rod Stotts, Vice President Gordon Gunnlaugsson, board members Susan Wilkey, Jeff Krickhahn, and Gerald MacDougall and Theresa Urbanek. Also present was Attorney De La Mora, Fire Chief Edwards, Fire Chief Hagemann, and Secretary/Treasurer Rosch.
2. Public Comments
None
3. Approval of minutes of the January 7, 2010 meeting
Correction was made to minutes indicating that Susan Wilkey was not present at the January 7, 2010 meeting. Motion made by MacDougall to approve the January 7, 2010 meeting minutes as corrected, seconded by Urbanek. Krickhahn and Wilkey abstained. All ayes, motion carried.
4. Discussion and possible action regarding status of application to join the WRS and related program participation
On February 1, 2010, Attorney Hector de la Mora contacted Jean Gilding from WRS requesting an update on the status of the SSA review of our application. He received a response from WRS employee Shawn Smith stating there has been no response. She stated someone had checked in with SSA last week about the status. She stated their SSA contact did indicate the modification was being reviewed but a definitive timeframe could not be given for determination. Attorney de la Mora recommended the Board give the WRS until the end of February to respond. If no response within that time frame he recommended we contact our congressional representatives. Attorney de la Mora will prepare a letter for correspondence. Board goal would be prior to April 1, 2010 if possible to avoid the underwriting process again.
5. Discussion and possible action regarding modification of current Lake Country Fire & Rescue Agreement to allow alternate board members
Discussions have taken place in both the City of Delafield and Chenequa. Both communities feel they can accommodate an alternate utilizing either the Village President or Mayor as the alternate. Nashotah has not had an opportunity to discuss or act on this request. Attorney explained the need to present this in writing to the municipalities before the Board can act. De la Mora will draft an addendum to the agreement addressing the use of alternates on the LCFR Board.
6. Discussion and possible action regarding agreement and Resolution 2010-1 designating Kenney Bank and Trust as a depository with authorization to transfer funds
Lisa Polinske has reviewed the agreement and resolution provided by ADPI. A redlined copy of the original agreement was returned to ADPI for consideration. Initial response from ADPI did not yield expected or requested changes. There are concerns with the size of Kenney bank and the uncertainty in regards to fees and penalties in the event we are dissatisfied with services and want

to withdraw from the contract. Discussions resulted in the Boards directive to pursue services within M&I Bank and determine what other options are available to us. Motion made by Krickhahn to reject Kenny Bank as depository and allow the Attorney, President Stotts and Rosch to work with M & I account representative and find a workable option, second by Wilkey. All ayes, motion carried.

7. Discussion and possible action regarding the Lake Country Fire & Rescue Agreement in regards to equipment and building lease

Clarification was asked of the Board regarding the agreement to lease the building/utilities for \$1. In the case of Station 2, the phone service was always the responsibility of the Fire Department and not the Village of Nashotah so by precedent will be continued. Both Chenequa and Delafield have included the phone service as an operating expense. After discussion, motion was made by Gunnlaugsson that any unique services or equipment installed after the merger, will be the responsibility of Lake Country Fire & Rescue, second by Wilkey, all ayes, motion carried.

8. Treasurer's Report

Review of balance sheet, revenues and expenses and the check journal and disbursements over \$1500.00. Rosch was asked to check with Auditor to see if payroll detail required in check register. Review of LCFR Ambulance Spreadsheet done and discussion about the timing of the Board meetings versus the timing of the availability of the data. Board requested that 2009 expenses be identified by an account name "2009 Merger Account". All payments from Chenequa and the City of Delafield have been received and the remaining Nashotah payment is expected by next week. Payments from OMH per agreement have been received and intercept billing is being tallied for invoicing. Motion made by Krickhahn to approve the check journal dated January 8-February 4, 2010 along with the preauthorization of payment of \$9400.00 to Bendlin Fire for the Thermal Imaging camera damaged and being replaced by insurance, less the \$500 deductible, and payment of \$3000 to Lynn Heise, instructor, for Paramedic Refresher Training, second by MacDougall. All ayes and motion carried.

9. Chief's Report

Training: There is a new training to begin in March or April for "Combat Tactics/Firefighter4" to be lead by WCTC Staff. Everyone is looking forward to it. Tuesday night trainings continue weekly with good attendance. A simulation is planned for surface ice rescue to be held on a Friday night and continue the following Saturday.

Calls: Chief Edwards reported approximately 130 calls during the month of January with 47 billable Intercept calls.

Equipment status report: Chief Edwards reported some work done on an ambulance. He told the board LCFR would keep and maintain all available ambulances. BLS transports discussed and how it may impact equipment and staffing. Chief Hagemann reported the new Water Rescue Truck will arrive in 6-8 weeks. More equipment is still coming in.

Nashotah Station Updates: Contract was signed 1-29-10 with Bray to complete the updates in the Nashotah station for sleeping quarters.

Agreements: Intercept and mutual aid agreements to be sent to all participating municipalities for updating. Attorney de la Mora has already reviewed and established a template for LCFR. Talks with Aurora continue for ambulance services.

Waukesha County Dispatch Center (WCC): Changes still not completed. LCFR staff is working with WCC as they continue with testing and resolution of dispatch problems. Goal is to have everything ready by February 24, 2010.

10. Discussion and possible action regarding the IRS Volunteer firefighter fringe benefit

Fringe benefit has been continued after confirmation received from IRS documents and Auditor. Benefit is set to expire at year end. At this time it is only being offered to LCFR payroll employees.

11. Discussion and possible action regarding purchasing policy for equipment and supplies
Motion made by MacDougall to adopt Resolution 2010-2 creating a purchasing policy for LCFR, second by Wilkey. All ayes, motion carried.
12. Discussion and review of Chief Edward's goals
Goals: After review and discussion with President Stotts, Chief Edwards outlined his goals for 2010. The Chief will return at next meeting with more detail.
13. Date of next meeting.
Meeting calendar was reviewed and discussed for future meetings. Discussion to move meeting to the second Thursday of the month was considered but no decision made at this time. Due to schedule conflicts, the next meeting is scheduled for 6pm on Wednesday, March 10, 2010 at Station 2 in Nashotah.
14. Adjournment
Motion to adjourn by Gunnlaugsson and seconded by Wilkey at 8:39pm.
All ayes, motion carried.

Respectfully submitted by Sandy Rosch, Secretary/Treasurer