



Lake Country Fire & Rescue – **Fire Board**  
Chenequa – Delafield – Nashotah  
**Fire Station #1**  
115 Main Street, Delafield  
Thursday, January 30, 2020 at 6PM

*MINUTES*

**Special Order of Business – Recognition plaque was presented to two former Fire Board Members Martin Gallun (since 2015) and Jeff Krickhahn (since 2009) prior to the start of the Board Meeting in appreciation for their years of service and support of Lake Country Fire & Rescue.**

**1. Meeting call to order with the Pledge of Allegiance**

The Meeting was called to order by President Bellin at 6:10pm with the Pledge of Allegiance.

**2. Introduction of New Fire Board Members**

Bellin introduced the new Board Members: Roger Yolo from the City of Delafield and Tom Touchett from the Village of Chenequa.

**3. Roll Call**

Present was President Bob Bellin, Vice President Theresa Urbancek, Matt Grimmer, Rob Bennett, Tom Touchett, Roger Yolo, Chief Matthew Fennig and Secretary/Treasurer Sandy Rosch.

**4. Public Comments**

No public comments

**5. Election of President, Vice President and appointment of Secretary/Treasurer for calendar year 2020  
Confirmation of Board Member terms**

Urbancek nominated Bellin to continue as Board President, second by Grimmer with no other nominations. All ayes, no further discussions. Motion was carried. Urbancek nominated Bennett for the position of Vice-President, second by Grimmer. All ayes, no further discussion or nominations. Motion was carried. Bellin nominated Rosch for the position of Secretary/Treasurer, second by Grimmer. All ayes, no further discussion. Motion was carried.

**6. Approval of minutes from the Fire Board Meeting on Thursday, December 5, 2019**

A motion was made by Bennett and second by Urbancek to approve the minutes as written from December 5, 2019. All ayes, motion was carried.

**7. Discussion and possible action on the Tactical Athlete Health & Performance Institute (TAHPI) offered through the LWMMI**

Information and discussion on the Tactical Athlete Health & Performance Institute (TAHPI) and how this program would benefit injured and recovering LCFR employees. A motion was made by Bellin and second by Yolo to pursue this program as an option for any LCFR employee. All ayes, motion was carried.

**8. Discussion on the 2019 Audit timeline**

Chief Fennig discussed with the Board Members the conversation with Howard Jeanson regarding the extension for the Audit timeline. Jeanson explained due to an unplanned loss of a staff member, there would be a delay in the start of our Audit. Jeanson proposed he could have preliminary work back to us by late July or the first of August. He was offering a discount in the fee quoted. Urbancek made a motion to accept the revised Audit timeline and discount and was second by Bennett. All ayes, no further discussion. Motion was carried.

**9. Board approval of credit card and check disbursements over \$1,500 from 12/05/2019 through 1/30/2020**

A motion was made by Bennett and second by Grimmer to accept the credit card and check disbursements over \$1,500 (Ck#6320 for \$2,694.52, Ck#6338 for \$5,160.00, Ck#6341 for \$1,815.64, Ck#6343 for \$29,523.45, Ck#6348 for \$3,825.00, Ck#6369 or \$1,800.00, Ck#6352 for \$2,399.75, Ck#6365 for \$18,438.00, Ck#6367 for \$1,751.92, Ck#6374 for \$3,344.00, CK#6381 for \$2,721.68, Ck#6397 for \$5,000.00 and Ck#6398 for \$1,620.40) from 12/05/2019 through 1/30/2020. All ayes, motion was carried.

#### **10. Treasurer's Report**

- a. Ambulance billing and collection update – December billing/call numbers were LCFR's highest with average collections.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 12/31/2019 – Unaudited 2019 numbers place us very close to budgeted operations with the use of the contingency funding of the revenues and expenses.

#### **11. Chief's Report**

- a. LCFR Call Activity - Report presented and discussed. 2019 ended with 117 additional calls over 2018, primarily due to fire calls.
- b. Staffing Report – Two new hires in January, both part-time employees previously.
- c. Training/Conference Updates – In the midst of Paramedic Refresher then Critical Care Refresher is scheduled. EMT and Advanced EMT classes being taught as well.
- d. Vehicle/Equipment Status – Engine with U-Bolt repair is due back tentatively on February 10<sup>th</sup>. Tahoe expected mid-March.
- e. update on current/ongoing department projects – A presentation was made to Wales-Genesee Joint Board last week.

#### **12. Tentative 2020 meeting schedule:**

- a. **The February Board meeting** is called. The next Board meeting was set for Tuesday, March 31, 2020 at 5pm.in Delafield. A Calendar for 2020 meetings was tentatively set. (see attached)

#### **13. Adjournment**

A motion to adjourn was made by Grimmer and second by Urbanek at 8:22pm. All ayes, motion was carried.

---

Respectfully submitted by Sandy Rosch, Secretary/Treasurer