



Lake Country Fire & Rescue – Fire Board Agenda

Serving the Village of Chenequa-Village of Nashotah
City of Delafield- Village of Oconomowoc Lake
Town of Delafield-Village of Wales-Town of Genesee

LCFR Station # 31 (lower level)
W302N1208 Maple Ave, Delafield, WI 53018
Thursday, February 25, 2021 at 5 PM

Board Meeting on site and ZOOM

MASKS OR FACE COVERINGS ARE REQUIRED FOR THIS MEETING

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

Meeting was called to order at 5:05 pm with the Pledge of Allegiance by President Bellin.

2. **Roll Call**

Present in-person was President Bob Bellin (VC), Rob Bennett (VN), Matt Grimmer (CD), Martin Gallun (VOL), Jeff Rumler (VOL), Anthony Arbucias (TD), Carl Millard (VW), Gene Mayernick (VW), Jerry Orłowski (TG), Chief Matt Fennig, Assistant Chief Hoppe and Secretary/Treasurer Sandy Rosch. Attending remotely by ZOOM was Tom Touchett (VC), Theresa Urbanek (VN), Roger Yolo (CD), Steven Michels (TD), and Jim Morris (TG).

3. **Public Comments**

There were no public comments.

4. **Approval of minutes from the Fire Board Meeting on Thursday, January 28, 2021**

A motion to approve the minutes from January 25, 2021 as written was made by Gallun and second by Arbucias. No further discussion. The motion was carried.

5. **Review and possible discussion on Video presented by League of WI Municipalities Mutual Insurance: “In the Scope of Your Authority: Preventing Public Officials’ Liability”**

President Bellin introduced the video as a review of responsibilities of members serving and representing their communities. Video was presented in its entirety. No discussion followed.

6. **Discussion and possible action on the lease of LCFR equipment/apparatus**

Chief Fennig explained to Board that last week a neighboring community found themselves in a situation that could have warranted looking for a fire engine to lease in the absence of their own due to repairs. At this time however, the need may not be necessary as a replacement on order should be delivered in the near future. After discussion among Board Members, a motion was made by Bennett and second by Millard, to allow the Fire Chief to enter into an agreement if needed after a review of the terms by an attorney and the Fire Board President for an amount to be determined by Fair Market Value, for a time frame not to exceed 60 days before Board Approval required to extend. All ayes, the motion was carried.

7. **Board approval check disbursements over \$1,500 from 01/25/2021 thru February 23, 2021 and bank and credit card reconciliations through February 23, 2021.**

President Bellin mention that he would like to explore alternate was to communicate the reconciliations and banking information for Board review. Chief Fennig had suggested to discuss and test some ideas discussed

and come back to the next meeting with solutions. A motion was made by Gallun and Orłowski to approve the January bank reconciliations presented and the check disbursements over \$1500 (Ck#6834 for \$5,423.32, Ck#6835 for \$3852.92, Ck#6840 for \$5435.00, Ck#6705.10, Ck#2892.44, Ck#2892.44, Ck#6856 for \$3519.00, Ck#6873 for 1829.92, Ck#1625.00, ck#6879 for 2214.67, Ck#6880 for \$3952.96, Ck#6888 for \$1,684.06, and Ck#6889 for \$1909.14). All ayes, no further discussion. Motion was carried.

8. **Treasurer's Report**

- a. Ambulance billing and collection update and report provided to the Fire Board. Billings reflect the busy month of January as a combined department. Collections reflect LCFR 2020 and previous. Expectation is to see collections reflecting the increase in billings over the next 30-60 days with expected/budgeted totals noted.
- b. Board review of balance sheet, revenues, and expenses thru 01/31/2021
QuickBooks report reviewed. Very early into the year but of note was expenses related to start-up costs including increased medical supply cost to get everyone to the same level of service with the supplies and equipment needed to do so. Including the narcotic refrigerators installed in the stations and the ambulances with the secure locking systems required for controlled substances.

9. **Chief's Report**

- a. LCFR Call Activity report thru January 2021 was reported t the Board and community leaders with Chief Fennig's "Monthly Report". Information on the statistics was broken down further for communities requesting more detail. Copy is attached.
- b. Staffing Report-Initial interviews are scheduled for the new hire process as well as the promotional process for 3 Lieutenant positions. Chief was asked about staffing. If there were any conflicts, how did it meet expectations or did it, what the staffing vision was for the future. Chief responded stating the Board and communities would be involved in determining a plan and that steps and processes are being formulated to determine the needs of the community and department. Chief states more will be coming as he is working with staff.
- c. Training/Conference Updates – Chief will be attending a Conference in mid-March. Captain's Morris completed his Dive Certification and is taking the Fire Officer I Certification course with DC Watters. Two more Residents will have completed their EMT training in the near future.
- d. Vehicle/Equipment Status-One of the Tenders has an issue with the low temps and had some damage. Alternatives were looked at to prevent future occurrences but no alternative solution was possible. The Tender is being fixed.
- e. Last week we had an accident with one of the trucks. The vehicle was exiting the building and had a utility tray out that hit the concrete pylon and took the tray off the truck and cause some damage. The vehicle was moving very slowly when it occurred. No one was injured and no damage was done to the fire station. We are awaiting cost of the repair.
- f. Update on current/ongoing department projects-All radios have been reprogrammed in February, Phones have been integrated with the exception of the Wales which will be utilize Voice over Internet soon.
- g. COVID-19 Updates-we have been contacted by the County to provide assistance at the Vaccine Clinics through use of LCFR Staff. They have sent an agreement that has been reviewed and not serving all parties equally so some requesting for amendments have been made and will probably take until early next week before anything is final. Chief Fennig asked the Board to make themselves available for a brief ZOOM meeting to approve the agreement before sending staff to participate. Chief also discussed the proposed reimbursement for the staffing of the COVID Vaccine Clinic and all the pre-planning time. More to come on that.

10. **The next scheduled Board Meeting is scheduled on Thursday, March 25th, 2021 at 5pm**

The next meeting will be held at the Nashotah Station #45. There is a retirement of longtime Nashotah resident and member of LCFR that will be recognized prior to the start of the meeting. It was also suggested that at our next meeting we honor former Fire Board President with a moment of

silence as he has passed away recently due to complications of COVID. A summer memorial gathering is planned by his family.

11. **Adjournment**

The meeting was adjourned at 6:18pm with a motion by Gallun and second by Bennett. All ayes, motion was carried.

Respectfully submitted by Sandy Rosch, Secretary/Treasurer