



Lake Country Fire & Rescue – **Fire Board**  
Chenequa – Delafield – Nashotah  
**Fire Station #1**  
115 Main Street, Delafield  
**Thursday, May 28, 2020 at 5PM**

*MINUTES*

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

The meeting was called to order by President Bellin at 5:00pm with the Pledge of Allegiance.

2. **Roll Call**

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

3. **Public Comments**

There were no public comments.

4. **Approval of minutes from the Fire Board Meeting on Thursday, April 30, 2020 and May 7, 2020**

A motion to approve the minutes as presented for Thursday, April 30, 2020 and May 7, 2020 was made by Bennett and second by Grimmer. All ayes, the motion was carried.

5. **Board approval of credit card and check disbursements over \$1,500 from 5/1/2020 through 5/28/2020**

A motion was made by Grimmer and second by Touchett to approve the credit card and check disbursements over \$1,500 (Ck#6512 for \$3,200.08, Ck#6513 for \$2,767.50, and Ck#6514 for \$3,030.58) from 5/1/2020 through 5/28/2020. All ayes, the motion was carried.

6. **Treasurer's Report**

- a. Ambulance billing and collection update-There was a discussion regarding the referral of accounts to collection agency. Bennett inquired as to why there hadn't been any additional accounts referred in recent months. Rosch stated that during the peak COVID-19 months most departments were electing not to refer accounts but reported they have been asked to prepare outstanding accounts for review and referral. Rosch will report on the progress at the next meeting.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 04/30/2020  
A data entry error was noted in the financial report. Rosch will correct and re-send the corrected report to the Board. Overall expenses continue to trend slightly ahead of budget with wages the primary area of focus and being monitored closely along with some recent vehicle repairs.

9. **Chief's Report**

- a. LCFR Call Activity Report-Report presented and reviewed, remaining ahead of last year by 37 calls.
- b. Staffing Report-another part-time FFP has taken a job in Fond du Lac Full-time. He was a big contributor to our part-time staffing and will be missed.
- c. Training/Conference Updates-Certificates are included in your packet for several of the staff members who have completed training and certifications.
- d. Vehicle/Equipment Status-Repairs to the pumper have come in much higher than originally quoted but necessary to pass the testing. Hose and ladder testing has been completed.
- e. Update on current/ongoing department projects-Inter-Municipal Agreement review was completed. We will need to get the attorney involved after a review by the Village of Wales, the Town of Genesee and the Village of Oconomowoc Lake is completed and feedback received. LCFR Handbook on final review status with attorney.
- f. COVID-19 Updates-Fennig recapped the information shared at the weekly updates with the municipal leaders and area departments. Staff at LCFR remains healthy. Hospitalizations and ventilator use very low.

10. **Meeting schedule**

The June Board meeting is scheduled for Thursday, June 25, 2020 at 5pm

11. **Adjournment**

A motion was made by Grimmer and second by Bennett to adjourn at 5:56pm. All ayes, no further discussion. Motion was carried.

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Respectfully submitted by Sandy Rosch, Secretary/Treasurer.