

DeForest Windsor Fire & EMS District Board Meeting
May 4, 2022 @ 11:00am
DeForest Windsor Fire and EMS Department 110 S. Stevenson St.
Court Room

PLEASE TAKE NOTICE that there will be a meeting of the DeForest Windsor Fire & EMS District Board commencing at the time and place noted above. The following is the agenda for this meeting, which sets forth the subject matters to be discussed and considered. If the agenda so indicates, the aforesaid governmental body may convene in closed session for the purpose(s) indicated. Upon conclusion of the closed session, if any, the governmental body will reconvene into open session to take action, if any, on matters discussed in closed session and for the purpose of concluding the agenda.

Minutes

- 1) Call Meeting to Order and Roll Call-** The meeting was called to order at 11:00am by President Little. All board members were present with Kristine Schmidt from the Village of Windsor filling in for Ed Wall.

Present were: Colleen Little- Village of DeForest, Bob Wipperfurth- Village of Windsor, Jane Cahill Wolfgram- Village of DeForest, Kristine Schmidt- Village of Windsor, Chief LaFeber, Office Manager Mooney

Absent: Ed Wall- Village of Windsor

- 2) Recitation of the Pledge of Allegiance-** Led by Cahill Wolfgram

- 3) Appearances Before the Board-** N/A

- 4) Approve Minutes:**

- a) **April 12, 2022-** Motion to approve by Cahill Wolfgram, second by Wipperfurth. Motion carried 4-0.

- 5) Finance:**

- a) **Review and Approve Invoices Paid 4/1/2022-4/30/2022-** Motion to approve by Wipperfurth, second by Cahill Wolfgram. Motion carried 4-0.

- b) **Review and Approve Fund/Account Balances-** Motion to approve by Cahill Wolfgram, second by Schmidt. Motion carried 4-0.

- c) **Capital Fund/Equipment Purchasing-** Motion to approve by Cahill Wolfgram, second by Schmidt. Motion carried 4-0.

- 6) Chief LaFeber's Monthly Report/Action Items:**

- a) **Call Update-** There were 166 calls for service for the month of April vs 131 calls last year. Currently on pace to having 1,830 calls for service the entire year vs 1,663 from the previous year. Response times reduced from 2 minutes and 48 seconds to 2 minutes and 21 seconds. 42 calls (25%) calls were overlapping calls for the ambulance
- b) **2022 Budget Update-** Year to date, currently under budget in most categories. Fuel is starting to trend up which is due to increase of gas prices. Revenue standing is outstanding for the year and keep bringing in more money from serviced calls. Township contracts ready to be sent out and will be sent out after President Little, and Vice President Wipperfurth sign each copy. Union contract is currently ready and just needs to be ratified by the Union which should happen in the next week. First round of the audit is completed and has come back, and the final audit should be completed and back to us next month.

7) Old Business:

- a) **Station Remodel Update and Possible Action-** Chief LaFeber and Office Manager Mooney has moved over to the public works building temporarily, that way our offices can be utilized as sleeping quarters during the remodel. The start date of the remodel has also been pushed back a bit due to a supply demand shortage. Bill Chang from the Village of DeForest spoke to the Fire Board on the amended lease agreement and discussed what the new projected yearly lease rates would be. A motion to approve the amended #1 lease agreement by Cahill Wolfgram, second by Wipperfurth. Motion carried 4-0.
- b) **New Station Labor Forecast Update-** N/A
- c) **2nd Station Update-** More talks on the second station will be starting very soon. Chief LaFeber would like to start looking at square footage, how the station would be laid out, start talking about a lease agreement, what we would need for capital, and also making sure staffing is secured.

8) New Business:

- a) **Car 2 Movement-** A motion to sell Car 2 outright at the price of \$7,500 with the disclosure what needs to be fixed on the vehicle. And if unable to sell personally, then Car 2 will go to auction to be sold. This motion was by Cahill Wolfgram, seconded by Little. Motion carried 4-0.
- b) **Fire Board Contract-** The Fire board contract has been renewed. Chief LaFeber was wondering if a new contract should be created, or to continue with the current Fire board contract. Bob Wipperfurth stated that if the contract has already been renewed, than a new contract does not need to be created and put in place.
- c) **2023 Budget-** The 2023 budget has been started and multiple versions of the budget will be created for the board to look at.

9) Future Agenda Items- N/A

10) Schedule for Upcoming Meeting(s)- June 1, 2022 @ 4:00pm, July 6, 2022 @ 4:00pm,
August 3, 2022 @ 4:00pm

11) Adjournment- Motion to adjourn by Cahill Wolfgram, second by Schmidt. Motion carried
4-0 and the meeting adjourned at 12:00pm.

Respectfully submitted,
Lindsey Mooney