

DeForest Windsor Fire & EMS District Board Meeting
September 7, 2022 @ 4:00pm
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 4:05pm by President Little. All board members were present with Wipperfurth and Cahill Wolfgram meeting virtually.
Present were: Colleen Little- Village of DeForest, Bob Wipperfurth- Village of Windsor, Jane Cahill Wolfgram- Village of DeForest, Ed Wall- Village of Windsor, Chief LaFeber
- 2) **Recitation of the Pledge of Allegiance-** N/A
- 3) **Appearances Before the Board-** N/A
- 4) **Approve Minutes:**
 - a) **August 3, 2022-** Motion to approve by Wall, seconded by Wipperfurth. Motion carried 4-0.
 - b) **August 25, 2022-** Motion to approve by Wall, seconded by Wipperfurth. Motion carried 4-0.
- 5) **Finance:**
 - a) **Review and Approve Invoices Paid 8/1/2022-8/31/2022-** Motion to approve by Wipperfurth, seconded by Cahill Wolfgram. Motion carried 4-0.
 - b) **Review and Approve Fund/Account Balances-** Motion to approve by Cahill Wolfgram, seconded by Wall. Motion carried 4-0.
 - c) **Capital Fund/Equipment Purchasing-** N/A
- 6) **Chief LaFeber's Monthly Report/Action Items:**
 - a) **Call Update-** EMS had a call volume of 128 vs 114 from the previous year. Fire had a call volume of 29 calls for service vs 23 from the previous year. This is an increase from

157 vs 137 from 2021. Currently sitting at 1,238 calls for service for the year and forecasting to end with 1,857 calls for service by the end of the year.

- b) **2022 Budget Update-** Budget is still looking good with \$100,000 to the good. Fuel is sitting way over budget, EMS supplies is a little over budget, but overall numbers are where they should be in the budget.

7) Old Business:

- a) **Station Remodel Update-** a first demo meeting was held. Groundbreaking will happen September 27th. On October 4, they will prep and get things ready to pour the foundation before the ground starts to freeze. A tentative completion date is set for May 1st but hoping to have it all completed in April.
- b) **2nd Station Update-** From the departments standpoint, Chief is good to go and is ready to start and is now sitting tight until he gets direction on what is next as there is still some time on prepping for the 2nd station. Chief is interested in showing some concept plans at the Open House in October so the public has some general information on how the station could be built and what it could possibly look like in the end. Cahill Wolfgram commented that before information can be presented to the public, the village board members will need to group together to talk about the plans of the 2nd station.
- c) **2023 Budget-** After some updating of the draft budget, Chief has presented the final draft budget to the board. Chief made note that majority of this change is in labor costs. With that, Chief would like to start the hiring process now and bring on 3 new members with another 1 later in 2023. A motion to start the hiring process and bringing on 3 additional full-time members with the potential of hiring a 4th full time employee by Cahill Wolfgram, seconded by Wipperfurth with discussion. After further discussion, Wipperfurth and Cahill Wolfgram withdrew their motion and have agreed to move forward taking immediate approach to try and figure out how to hire 3 more full time employees. All board members are in agreeance to start the hiring process.

8) New Business:

- 9) **Future Agenda Items-** Hiring process

- 10) **Schedule for Upcoming Meeting(s)-** October 5, 2022 @ 4:00pm, November 2, 2022 @ 4:00pm, December 7, 2022 @ 4:00pm

- 11) **Adjournment-** Motion to adjourn by Wall, seconded by Cahill Wolfgram. Motion carried 4-0 and the meeting adjourned at 4:53pm.

Respectfully submitted,
Lindsey Mooney