

DeForest Windsor Fire & EMS District Board Meeting
October 5, 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 by President Little at 4:00pm. All board members were present with Cahill Wolfgram absent.

Present: Colleen Little- Village of DeForest, Bob Wipperfurth- Village of Windsor, Ed Wall- Village of Windsor, Chief LaFeber, Office Manager Mooney

Absent: Jane Cahill Wolfgram- Village of DeForest

- 2) **Recitation of the Pledge of Allegiance-** Led by Chief LaFeber
- 3) **Announcements-** The DeForest Windsor Fire & EMS District Board will Convene into Closed Session pursuant to: sec. 19.85(1)(c) of the Wisconsin Statutes for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Full-Time Employee Status and Paid On Call Status)

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

- 5) **Approve Minutes:**

a) **September 7, 2022-** Motion to approve by Wall, seconded by Wipperfurth. Motion carried 3-0

- 6) **Finance:**

a) **Review and Approve Invoices Paid 9/1/2022-9/30/2022-** Motion to approve by Wall, seconded by Wipperfurth. Motion carried 3-0

b) **Review and Approve Fund/Account Balances-** Motion to approve by Wipperfurth, seconded by Wall. Motion carried 3-0

c) **Capital Fund/Equipment Purchasing-** N/A

7) Chief LaFeber's Monthly Report/Action Items:

a) **Call Update-** For the month of September, there were 126 ambulance calls vs 114 the previous year with missing around 20 ambulance calls. There were 23 fire calls for the month September which is the same as the previous year which gives a total of 149 calls for service in the month of September vs 137 total calls the previous year. Year to date, currently sitting at 1,379 calls.

b) **2022 Budget Update-** Budget is still looking good with having \$100K to the good.

8) Old Business:

a) **Station Remodel Update-** Station is torn apart and the remodel has begun. Sleeping quarters have been moved and will be tight for a couple of months.

b) **2nd Station Update-** No new updates currently on the 2nd station.

c) **2023 Budget-** Budget has not changed much since last month's meeting. Insurance numbers did come back and are well within the budgeted amount for 2023. A motion to conditionally approve the 2023 budget pending the health insurance numbers, going forward with hiring of 3 new employees with a 4th in July, and the Township contracts by Wall seconded by Wipperfurth. Motion carried 3-0.

d) **Hiring Process-** Applications are coming in with some good candidates. We should not have an issue filling all 3 spots right away. Once the full-time applications close, we will be opening up the LTE positions to our paid-on call employees.

e) **Township Contracts-** Chief has been working with Tina and Carol from both Villages and has also worked with the department's lawyer on the writing of the contract. A few errors were found by Wipperfurth that he addressed further. The correct information was addressed, and the township contracts will be revised before being sent out to the respected towns.

9) New Business:

a) **Ambulance Grant-** A grant was awarded to the department that would ultimately go towards a new ambulance, but the money awarded to the department must be spent in 2022 and can only go towards a new ambulance. Chief's recommendation to the board is to start the process now for a new ambulance and use the grant money as a down payment. Wipperfurth made the recommendation that Chief brings back bids to the November fire board meeting for discussion and approval.

10) Convene into Closed Session- Motion to convene into closed session by Wall, seconded by Wipperfurth. Motion carried 3-0. Roll call was taken and closed session convened at 4:36pm.

a) **With Reference to Announcements**

11) Reconvene into Open Session- Motion to reconvene into open session by Wall, seconded by Wipperfurth. Motion carried 3-0 and the meeting reconvened at 5:10pm.

b) Action Items Resulting from Closed Session- If Any

12) Future Agenda Items- N/A

13) Schedule for Upcoming Meeting(s)- November 2, 2022, and December 7, 2022. All meetings will be held at 4:00pm.

14) Adjournment- Motion to adjourn by Wipperfurth, seconded by Wall. Motion carried 3-0 and the meeting adjourned at 5:12pm.

Respectfully submitted,
Lindsey Mooney