

DeForest Windsor Fire & EMS District Board Meeting
November 2, 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.

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, Office Manager Mooney

- 2) **Recitation of the Pledge of Allegiances-** Led by Wall

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

- 4) **Approve Minutes:**

a) **October 5, 2022-** Motion to approve by Wall, seconded by Cahill Wolfgram. Motion carried 4-0.

- 5) **Finance:**

a) **Review and Approve Invoices Paid 10/1/2022-10/31/2022-** Motion to approve by Wipperfurth, seconded by Wall. Motion carried 4-0.

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

c) **Capital Fund/Equipment Purchasing-** Purchases will be made next month out of the capital fund account.

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

a) **Call Update-** October there were 170 calls for service vs a 143 calls the previous year. For EMS there were 148 calls vs 126 the previous year and Fire had 22 calls for services vs 17 the previous year. Forecasting to have just under 2,000 calls for service for the 2022. Still getting out the door at 2 minutes 41 seconds.

- b) **2022 Budget Update-** Budget is still looking good and is still around \$100K to the good. There has been some repairs in some of the trucks and an ambulance that will take a bit of hit in repairs this year.

7) Old Business:

- a) **Station Remodel Update-** The remodel is on track still and going well. The floorings have been poured, and the footings are going down. Walls should be going up the following week as well.
- b) **2nd Station Update-** N/A
- c) **2023 Budget-** Final budget will be sent out to the board members that will have the insurance numbers added into the budget.
- d) **Hiring Process-** Process went well. This round we had a bunch of well qualified applicants apply for the position. They have all been through the first round of interviews and the medics have gone through the medic testing as well. The top applicants will be having a Chief's interview next week and decisions will be made after that.
- e) **Township Contracts-** Wipperfurth contacted Town of Vienna and gave them the dollar amount for what their portion of contracted services will look like. The renewed contract will be sent out to them for revision as well.
- f) **Ambulance Grant-** The official number for the grant was \$89,005.00. For the ambulance, 3 bids have gone out and received 4 bids. The lowest that came back from a vendor was \$234K and the highest was \$320K which also came from the same vendor as the lowest bid. Currently looking at a price range of \$305K-\$310K for a new ambulance. A motion to approve the purchasing an ambulance that could be upwards of \$310-\$325K and to utilize the \$89,005.00 grant to cover part of that purchase, in addition to using the sinking funds for remaining balance by Cahill Wolfgram, seconded by Wipperfurth. Motion carried 4-0.

8) New Business:

- 9) **Future Agenda Items-** N/A

10) Schedule for Upcoming Meeting(s)- 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 4:32pm.

Respectfully submitted,
Lindsey Mooney