

DeForest Windsor Fire & EMS District Board Meeting

January 6, 2021 5:00pm

DeForest Windsor Fire and EMS Department 110 S. Stevenson St.

Please join my meeting from your computer, tablet or smartphone.

<https://bluejeans.com/3522770498?src=calendarLink>

Phone dial in 1.408.419.1715

Access code: 352 277 0498

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 5pm by Vice President Wipperfurth. All members were present.

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

- 2) **Recitation of the Pledge of Allegiance-** Led by Blau
- 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. (Paid on Call Status)
- 4) **Appearances Before the Board-** N/A
- 5) **Approve Minutes:**
 - a) **December 2, 2020-** Motion to approve by Madelung, second by Little. Cahill Wolfgram abstained. Motion carried 3-0-1.
- 6) **Finance:**
 - a) **Review and Approve Invoices Paid 12/1/2020-12/31/2020-** Motion to approve by Madelung, second by Cahill Wolfgram. Motion carried 4-0.
 - b) **Review and Approve Fund/Account Balances-** Motion to approve by Little, second by Madelung. Motion carried 4-0.

- c) **Sinking Fund/Equipment Purchasing-** Had about \$7,800 in equipment for the new Engine that was taken out of the squad sale and put into the new engine. The new engine came in as on budget.

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

- a) **Call Update-** Finished the year out with 1,648 calls for service vs 1,499 the year before. Average turn out time stayed at 2 minutes 39 seconds for EMS, and 3 minutes 23 seconds for fire which was a big improvement. Response times for the ambulance was 8 minutes 9 seconds, and 9 minutes 12 seconds for Fire. Majority of our calls stayed in our district and having only 30 calls to Sun Prairie. DeForest had 940 calls and Windsor had 473 calls. Vienna had 98 calls, Leeds had 38 calls, and only a couple were for Hampden.
- b) **2020 Budget Update/Year End-** Revenue for 2020 came in just shy of \$200K over budget. Collection and volume of calls were outstanding considering the year we had with Covid-19. EMS supplies did become over budget by \$3,100 due to an increase of call volume. Payroll was under budget by \$10,500, operation expense was under budget by \$24,000. Overall, we are looking to have the budget near \$200,035.00 to the good.
- c) **State of Emergency Update-** PPE stock is still good; the station and trucks are being cleaned and sanitized daily. Our UV light is working well and being used at least twice a day. COVID-19 shots have been started and a second round will be starting soon. Wipperfurth asked Chief to touch base on COVID-19 and if the department itself has had many cases and how the community is doing with Covid-19. Chief LaFeber responded that the department had 3 members who had a confirmation of Covid-19. Interim Chief of EMS Tony Disalvo spoke on the community and stated that they have seen roughly 3-10 cases a week for positive Covid-19 patients, but they have been noticing that trend is decreasing as the weeks go on.

8) Old Business:

- a) **Truck Delivery-** The new engine truck has been delivered and should be ready and up and running very soon. The truck was under budget as we were able to transfer a lot from the old engine to the new engine. Don Madelung asked what the warranty was on the truck if we were to find issues with the truck in the next couple of months. Chief LaFeber responded that the new truck has a year long bumper to bumper warranty.
- b) **2nd Station-** Chief LaFeber has a meeting set up with the Alliant Energy Center and will be discussing a few things on their building for a possible site for a new second station.

9) New Business:

- a) **Township Contracts-** Chief wanted to discuss with the board on renewing township contracts as contracts will be expiring December of 2022. A motion for authorization negotiations for renewing township contracts by Madelung, second by Cahill Wolfgram. Motion carried 4-0.

- b) **DeForest Representation-** Jane Cahill Wolfgram is the new representee for the Village of DeForest and the newest member of the Fire Board. She will be taking over for Judd Blau who has resigned from the board.
 - c) **Training Grounds Open-** Training grounds is finally open that is located at the Windsor public grounds/recycling center.
 - d) **2021 Fire Board Election-** A motion to vote Bob Wipperfurth as Fire Board president by Madelung, second by Cahill Wolfgram. Wipperfurth abstained. Motion carried 3-0-1. A motion to vote Colleen Little as Fire Board Vice President by Cahill Wolfgram, second by Wipperfurth. Little abstained. Motion carried 3-0-1.
 - e) **Recognition of Judd Blau-** A resolution was created to recognize Judd Blau for his years of service on the Fire Board. Each member thanked Judd Blau for everything he has done for the department and the board. A motion to approve a resolution for Judd Blau by Wipperfurth, second by Little. Motion carried 4-0.
- 10) Convene into Closed Session-** Motion to convene into closed session by Cahill Wolfgram, second by Little. Motion carried 4-0 and closed session convened at 5:38pm.
- a. **With Reference to Announcements**
- 11) Reconvene into Open Session-** Motion to reconvene into open session by Madelung, second by Little. Motion carried 4-0 and the meeting reconvened at 5:56pm.
- b. **Action Items Resulting from Closed Session-If Any**
- 12) Future Agenda Items-** N/A
- 13) Schedule for Upcoming Meeting(s)-** February 3, 2021 @ 5:00pm, March 3, 2021 @ 5:00pm
- 14) Adjournment-** Motion to adjourn by Madelung, second by Little. Motion carried 4-0 and meeting adjourned at 5:58pm.

Respectfully submitted,
Lindsey Mooney