

## **DeForest Windsor Fire & EMS District Board Meeting**

**March 3, 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 by President Wipperfurth at 5:01pm. All members of the Fire Board 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-** N/A

- 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) January 22, 2021 (Emergency Fire Board Meeting)-** Motion to approve by Cahill Wolfgram, second by Little. Motion carried 4-0.

- b) February 3, 2021-** Motion to approve by Madelung, second by Little. Motion carried 4-0.

- 6) Finance:**

- a) Review and Approve Invoices Paid 2/1/2021-2/28/2021-** Motion to approve by Cahill Wolfgram, second by Little. Motion carried 4-0.

b) **Review and Approve Fund/Account Balances-** Office Manager Mooney brought up to the board that the CD accounts we have will be matured very soon. She asked the board if they would like to renew the accounts or close them out. The board was in agreeance to renew the CD accounts for another 6 months. Motion to approve the fund/account balances and renew the CD accounts by Cahill Wolfgram, second by Madelung. Motion carried 4-0.

c) **Sinking Fund/Equipment Purchasing-** New radios have been purchased and were paid for as well. Money for the new radios came out of the sinking fund to cover the cost.

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

a) **Call Update-** The department had 131 calls for service for the month of February vs 129 calls for service the previous year. Ambulance made it out the door in an average time of 2 minutes and 43 seconds with Fire making it out the door in an average time of 3 minutes and 34 seconds. Fire calls were up significantly but most of those calls were false alarms.

b) **2021 Budget Update/Year End-** Budget for 2021 is still looking good but still to early to tell how things will look by the end of the year.

c) **State of Emergency Update-** Everything is looking good with nothing new to report at this time.

**8) Old Business:**

a) **2<sup>nd</sup> Station-** Chief LaFeber shared his screen during the meeting to show the potential spots for a 2<sup>nd</sup> station.

b) **Website Discussion/Action-** Chief LaFeber received Jane's feedback for potential website companies and came back with a much better price range. He is also waiting on a quote for a new email system as well. At this point, Chief feels they need to move forward with RFP's. Wipperfurth asked if we would be available for next month's meeting to come forward to the board with an RFP. Chief stated they he would be able to do that. A motion to approve and authorize Chief secure RFP's for email and website by Cahill Wolfgram, second by Madelung. Motion carried 4-0.

c) **Hiring/Recruitment-** A recruiting committee was formed and met over the weekend. They came up with a 2-page plan of who they are looking for and how they plan on getting new recruitments. Right now, the biggest priority is recruiting new members (Fire fighters) who live here in town.

**9) New Business:**

**~~10) Convene into Closed Session-~~**

**~~a. With Reference to Announcements~~**

**11) Reconvene into Open Session**

**~~— b. Action Items Resulting from Closed Session If Any~~**

**12) Future Agenda Items-** Annual report

**13) Schedule for Upcoming Meeting(s)-** April 7, 2021 @ 3:30pm, May 5, 2021 @ 5:00pm

**14) Adjournment-** Motion to adjourn by Little, second by Cahill Wolfgram. Motion carried 4-0 and the meeting adjourned at 5:41pm.

Respectfully Submitted,  
Lindsey Mooney