

**DeForest Windsor Fire & EMS District Board Meeting**  
**June 2, 2021 @ 4:00pm**  
*Amended on May 27, 2021 @ 9:09am- New meeting location*  
DeForest Village Hall 120 S. Stevenson St.  
Village Hall Commons 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 4pm by 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 Gary from Town of Vienna
- 3) **Appearances Before the Board-** N/A
- 4) **Approve Minutes:**
- a) **May 5, 2021-** Motion to approve by Cahill Wolfgram, second by Madelung. Motion carried 4-0.
- 5) **Finance:**
- a) **Review and Approve Invoices Paid 5/1/2021-5/31/2021-** Motion to approve by Little, second by Madelung. Motion carried 4-0.
- b) **Review and Approve Fund/Account Balances –** Motion to approve by Little, second by Cahill Wolfgram. Motion carried 4-0.
- c) **Capital Fund/Equipment Purchasing-** N/A
- 6) **Chief LaFeber’s Monthly Report/Action Items:**
- a) **Call Update-** For the month of May, we had 121 calls for service. This was down compared to last year being at 132 calls. Call volume is currently tracking to be down this year, but billing seems to be right on track for the year. EMS is getting out the door in 2

minutes and 10 seconds and Fire is getting out the door in 3 minutes and 10 seconds. Average getting out the door is 2 minutes and 15 seconds.

- b) **2021 Budget Update-** Budget is still on track and looking very good except for payroll due to being understaffed. Chief stated that if we cannot get more recruits in, at the end of the year we may need to distribute that money somehow. Chief LaFeber talked about wanting to move 200K into the sinking fund due to a leftover of money from last year's budget. A motion to transfer 200K from checking to the sinking fund by Little, second by Madelung. Motion carried 4-0.

**7) Old Business:**

- a) **2<sup>nd</sup> Station-** Chief worked a little bit more on the times of different calls between both Villages and Townships.
- b) **Contracts for Towns-** A letter was put together and sent out to all of the Townships. Gary from Town of Vienna has joined the meeting to gather more information regarding the letter as some questions had come up within the letter. The board agreed that the current contract was working well and would like to continue on with that with the next contract. President Wipperfurth stated that in the letter they needed to be transparent with the Towns regarding a second station and more staffing to fill the second station.

**8) New Business:**

- a) **Johnson Block 2020 Draft Audit-** Hui Meng from Johnson Block presented the 2020 draft audit to the board. After discussion of the audit and their findings, the final audit will be available and approved by the board next month. Motion to approve the draft audit by Cahill Wolfgram, second by Little. Motion carried 4-0.
- b) **2022 Budget-** Chief LaFeber presented a couple different draft budgets to the board. Numbers are all estimates currently due to being so early into the year still.

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

**10) Schedule for Upcoming Meeting(s)-** July 7, 2022 @ 4pm, August 4, 2021 @ 4pm, September 1, 2021 @ 4pm.

**11) Adjournment-** Motion to adjourn by Cahill Wolfgram, second by Madelung. Motion carried 4-0 and the meeting adjourned at 5:40pm.

Respectfully submitted,  
Lindsey Mooney