

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

**October 6, 2021 @ 4:00pm**

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 4:00pm. All board members were present.

Present: Bob Wipperfurth- Village of Windsor, Colleen Little- Village of DeForest, Jane Cahill Wolfgram- Village of DeForest, Kristine Schmidt- Village of Windsor (filling in for former trustee Don Madelung), Chief LaFeber

Absent: Office Manager Mooney

- 2) Recitation of the Pledge of Allegiance-** Led by Schmidt
- 3) Appearances Before the Board-** N/A
- 4) Approve Minutes:**
  - a) September 14, 2021-** Motion to approve by Cahill Wolfgram, second by Wipperfurth. Motion carried 4-0.
- 5) Finance:**
  - a) Review and Approve Invoices Paid 9/1/2021-9/30/2021-** Motion to approve by Little, second by Cahill Wolfgram. Motion carried 4-0.
  - b) Review and Approve Fund/Account Balances-** Motion to approve by Cahill Wolfgram, second by Little. Motion carried 4-0.
  - c) Capital Fund/Equipment Purchasing-** Chief is looking to get approval from the board tonight for our breathing air compressor that is needing to be replaced. High end of

replacement of the breathing air compressor is roughly around \$30,000. A motion to replace the air compressor with funds out of the equipment purchasing fund (aka sinking fund) up to \$30,000 by Cahill Wolfgram, second by Schmidt. Motion carried 4-0.

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

- a) **Call Update-** Call volume for the month of September was 134 vs 122 the previous year. Response time was 2 minutes 19 seconds vs 2 minutes and 50 seconds. Dispersement throughout the district, the Village of DeForest had 89 calls for service, our crews were in Sun Prairie 3 times, Town of Vienna had 4 calls, we had 3 calls to Waunakee, and the Village of Windsor had 36 calls. Of all of those calls, 47 of those calls were handled by our paid-on call staff.
- b) **2021 Budget Update-** 2021 budget is still looking good. We hired a new FT staff member to fill an open position that we had for our full time FF/AEMT. His name is Scott Foster who was hired from a different department.

**7) Old Business:**

- a) **2<sup>nd</sup> Station-** No new updates from Chief LaFeber on the 2<sup>nd</sup> station. Wipperfurth did comment that have started laying down some infrastructure in the area the second station would be located that should be completed by late November. The Village of Windsor has also hired an appraiser to try and help give an approximate value of what the land is worth.
- b) **2022 Budget-** Minor modifications have been made to the draft 2022 budget. A final approval of the budget should be approved at next months meeting.
- c) **Station Remodel-** On the fire departments end, the station committee is ready and has been going through the list of things for the remodel. Cahill Wolfgram commented that the Village of DeForest has approved the contract with the design and architecture firm and the Village Board has stated that they should start interacting and have an agreement with the cost of things with the Village of Windsor and the Fire Board. Greg Hall has contacted Chief LaFeber regarding this and plan to set a meeting up to meet.

**8) New Business:**

- a) **Annual Review with Contracted Towns-** Chief went over the annual review from 2020 with the Townships that joined the meeting. He went over big highlights from the year and how Covid changed the department on how we ran with new PPE.

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

**10) Schedule for Upcoming Meeting(s)-** November 3, 2021, December 1, 2021, January 5, 2022. All meetings will be held at 4pm.

**11) Adjournment-** Motion to adjourn by Cahill Wolfgram, second by Little. Motion carried 4-0 and the meeting adjourned at 4:44pm

Respectfully submitted,  
Lindsey Mooney