

**DeForest Windsor Fire & EMS District Board Meeting**  
**March 1, 2023 @ 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 at 4:00pm by President Wipperfurth. All board members were present with Monica Smith filling in for Ed Wall.

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

- 2) Recitation of the Pledge of Allegiance-** N/A

**Announcements-** Section 19.85(1)(e) consider convening in closed session for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (billing/banking/computer security issues) also The DeForest Windsor Fire & EMS District Board will convene in closed session pursuant to Wis. Stat. § 19.85(1)(e) for the purpose of “deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session”. (Township contracts)

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

- 4) Approve Minutes:**

a) **February 1, 2023-** Motion to approve by Cahill Wolfgram, seconded by Little. Motion carried 3-0-1 with Smith abstaining.

- 5) Finance:**

a) **Review and Approve Invoices Paid 2/1/2023-2/28/2023-** Motion to approve by Little, seconded by Cahill Wolfgram. Motion carried 4-0.

b) **Review and Approve Fund/Account Balances-** Motion to approve by Cahill Wolfgram, seconded by Smith. 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 there were 131 calls for service vs 125 from the previous year. There were 111 EMS calls vs 102 the year before. Currently averaging 5 calls a day with the most frequent calls for falls.

b) **2023 Budget Update-** Budget for the year is looking good so far. We were overcharged by rent by the Village of DeForest. That overpayment will be deducted from our next rent payment. Gas and power has been high with the remodel but with the weather getting a little nicer, the monthly bills are going down. Benefits and labor is forecasted to be under budget for the year. Lastly, fleet maintenance is getting a little high already with some break downs and repairs that needed to be fixed.

7) **Old Business:**

a) **Station Remodel Update-** Everything is currently in, drywall is up, tiling and carpeting will be done, countertops are due to done soon, furniture is ordered, and still waiting on windows to come in.

b) **2<sup>nd</sup> Station Update-** on the departments end, Chief LaFeber provided the square footage of the building concept to Tina from the Village of Windsor.

c) **Legal Team-** Will talk more about legal team in closed session.

d) **Inspector Position-** No progress on hiring a fire inspector.

8) **New Business:**

9) **Convene into Closed Session-** Motion to convene into closed session by Cahill Wolfgram, seconded by Smith. Motion carried 4-0 and the meeting convened into closed session at 4:19pm

a) **With Reference to Announcements**

10) **Reconvene into Open Session-** Meeting to reconvene into open session by Cahill Wolfgram, seconded by Smith. Motion carried 4-0 and the meeting reconvened into open session at 4:57pm.

b) **Action Items Resulting from Closed Session- If Any**

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

**12) Schedule for Upcoming Meeting(s)-** April 5, 2023, May 3, 2023, June 7, 2023. All meetings will be held at 4:00pm.

**13) Adjournment-** Motion to adjourn by Cahill Wolfgram, seconded by Little. Motion carried 4-0 and the meeting adjourned at 4:58pm.

Respectfully submitted,  
Lindsey Mooney