

DeForest Windsor Fire & EMS District Board Meeting
April 5, 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 at the time of the meeting.

Present were: Bob Wipperfurth- Village of Windsor, Jane Cahill Wolfgram- Village of DeForest, Ed Wall- 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) **March 1, 2023-** Motion to approve by Wall, seconded by Cahill Wolfgram. Motion carried 4-0.

- 5) Finance:**

a) **Review and Approve Invoices Paid 3/1/2023-3/31/2023-** Motion to approve by Cahill Wolfgram, seconded by Little. Motion carried 4-0.

b) **Review and Approve Fund/Account Balances –** Motion to approve by Little, seconded by Wall. Motion carried 4-0.

c) **Capital Fund/Equipment Purchasing-** N/A

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

a) **Call Update-** There were 136 calls EMS calls vs 108 calls the previous year. Down 6 fire calls for the month with an 11% of overlapping calls which were spread out throughout the month.

b) **2023 Budget Update-** Budget is looking good and currently on track for the year. With switching billing companies, revenue has not come in officially, but we should see something this month.

7) **Old Business:**

a) **Station Remodel Update-** Windows are not in yet but the department has been granted permission by the fire inspector and the building inspector to take occupancy without the windows being installed. Besides the windows, the remodel is very close to being done with just minor details that need to be placed.

b) **2nd Station Update-** Chief LaFeber does not have anything new to report on the 2nd station. He is going to be sitting down with a gentleman from St. Louis to go over the idea of the 2nd station and will be getting some thoughts from him. Wipperfurth stated that himself, Jane Cahill Wolfgram, Tina from Village of Windsor, and Bill from Village of DeForest sat down and had a meeting with Chief LaFeber to discuss the idea of the second station. He also mentioned that letters were sent to Senator Baldwin for a possible grant.

c) **Inspector Position-** With going on 4 months of not having a full-time fire inspector, Chief LaFeber would like to throw out the idea of hiring a fire inspector but also folding that into a higher-level position as a fire chief down the road. A motion to move forward with the inspector position by Cahill Wolfgram, seconded by Wall. Motion carried 4-0.

8) **New Business:**

a) **Third Ambulance-** Over the last month, either one or both of our ambulances have been down for various reasons. Chief Disalvo came up with the idea of purchasing a used ambulance to sit in reserve for incidents when an ambulance is down or has to go in for repairs. Chief would like approval from the board on purchasing a used ambulance and down the road using that ambulance as a trade in for a new ambulance. A motion to approve the purchase of a used ambulance up to \$50,000 by Wall, seconded by Little. Motion carried 4-0.

b) **Strategic Plan-** N/A. This will be talked about next month after the board reviews the strategic plan.

c) **UW Letter-** A UW letter was forwarded to the board members to review as an update to them.

d) Rural Health Study- The rural health study was also forwarded to the board members for review. Only a couple items came out that could be a problem for the department. One, being staffing but with more staff being hired last year, that issue should not come up for us. Funding is always an ongoing issue, and overtime can be an issue over the course of time as well.

9) Convene into Closed Session

a) With Reference to Announcements- Motion to convene into closed session by Cahill Wolfgram, seconded by Wall. Motion carried 4-0. Rollcall was taken the meeting convened into closed session at 4:43pm.

10) Reconvene into Open Session- Motion to reconvene into open session by Wall, seconded by Cahill Wolfgram. Motion carried 4-0 and the meeting reconvened at 5:02pm.

b) Action Items Resulting from Closed Session- If Any

11) Future Agenda Items- Strategic Plan

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

13) Adjournment- Motion to adjourn by Little, seconded by Wall. Motion carried 4-0 and the meeting adjourned at 5:03pm.

Respectfully submitted,
Lindsey Mooney