

DeForest Windsor Fire & EMS District Board Meeting
June 7, 2023 @ 8:00am
****Amended on 6/5/2023 with a change in start time of meeting***
DeForest Windsor Fire and EMS Department 110 S. Stevenson St.
Mackenzie Clyde Training 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 8:00am by President Wipperfurth. All board members were present.

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- Led by Cahill Wolfgram

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. (Full-Time Employee Status and Paid On Call Status)

4) Appearances Before the Board- N/A

5) Approve Minutes:

a) **May 3, 2023-** Motion to approve by Cahill Wolfgram, seconded by Wall. Motion carried 4-0.

5) Finance:

a) **Review and Approve Invoices Paid 5/1/2023-5/31/2023-** Motion to approve by Little, seconded by Cahill Wolfgram. Motion carried 4-0.

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

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

- 6) **Chief LaFeber's Monthly Report/Action Items:**
 - a) **Call Update-** Down billable calls for the 2nd time this year with a slow month of calls. Response times are good with members staying at the station.
 - b) **2023 Budget Update-** All budget categories are doing well with all being under budget. Rough estimate, we should be in the black with coming out under budget for the year.
- 7) **Old Business:**
 - a) **Station Remodel Update-** Still waiting on windows to be delivered which should be delivered the week of June 12th. Still having some electrician problems that will be getting worked on and fixed.
 - b) **Inspector Position-** No movement yet. The deadline for applications is June 14th and is only open internally.
- 8) **New Business:**
 - a) **Annual Report-** The Annual report is behind this year but should have something in place for next month.
 - b) **Ambulance Billing-** Chief LaFeber was hoping to have ambulance rates for the board before the meeting but has been busy working on the 2024 budget. He should have something for next month's meeting.
 - c) **2024 Budget-** Chief LaFeber is hoping to have a easy year for the budget. He has started working on the budget but will be working with Carol from the Village of DeForest to make sure his spreadsheet calculations are correct.
- 9) **Convene into Closed Session-** Motion to convene into closed session by Cahill Wolfgram, seconded by Little. Motion carried 4-0. Roll call was taken the meeting convened into closed session at 8:36am.
 - a) **With Reference to Announcements**
- 10) **Reconvene into Open Session-** Motion to reconvene into open session by Wall, seconded by Little. Motion carried 4-0 and the meeting reconvened into open session at 8:41am.
 - b) **Action Items Resulting from Closed Session- If Any**
- 11) **Future Agenda Items- N/A**
- 12) **Schedule for Upcoming Meeting(s)-** July 5, 2023, August 2, 2023, September 6, 2023. All meetings will be held at 4:00pm.
- 13) **Adjournment-** Motion to adjourn by Little, seconded by Cahill Wolfgram. Motion carried 4-0 and the meeting adjourned at 8:41 am.

Respectfully submitted,
Lindsey Mooney