

**DeForest Windsor Fire & EMS District Board Meeting**  
**September 6, 2023, at 4:00pm**  
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 4:00pm by President Wipperfurth. All members were present with Kristine Schmidt filling in for Ed Wall.  
Present were: Bob Wipperfurth- Village of Windsor, Jane Cahill Wolfgram- Village of DeForest, Kristine Schmidt- Village of Windsor, Colleen Little- Village of DeForest, Chief LaFeber, Office Manager Mooney
- 2) **Recitation of the Pledge of Allegiance-** Led by Schmidt
- 3) **Appearances Before the Board-** N/A
- 4) **Approve Minutes:**
  - a) **August 8, 2023-** Motion to approve by Cahill Wolfgram, seconded by Little. Motion carried 3-0-1 with Schmidt abstaining.
- 4) **Finance:**
  - a) **Review and Approve Invoices Paid 8/1/2023-8/31/2023-** Motion to approve by Little, seconded by Cahill Wolfgram. Motion carried 4-0.
  - b) **Review and Approve Fund/Account Balances-** Motion to approve by Cahill Wolfgram, seconded by Little. Motion carried 4-0.
  - c) **Capital Fund/Equipment Purchasing-** No purchases were made this month, but approval will be needed soon to purchase a new fire extinguisher trainer which could cost up to \$20,000. Some extrication tools may be needed in the future as well which could cost up to \$30,000.
- 5) **Chief LaFeber's Monthly Report/Action Items:**
  - a) **Call Update-** Last month the department had 147 calls for service with 111 calls that were billable. Calls have been down lately, but Chief is expecting things to pick up this fall and winter.

b) **2023 Budget Update-** Revenue is still an issue for the year but after some meetings with the billing company, things should start to look up for us. Payroll is under budget and operating expenses are under budget except for fleet maintenance.

6) **Old Business:**

a) **2<sup>nd</sup> Station-** A first round of soft costs was sent over to Tina at Village of Windsor. A MOU between both villages is under review as well.

b) **2024 Budget-** Chief was asked to revamp his budget to meet some needs for the Village of DeForest. That draft budget was proposed to the Fire Board.

c) **2024 Billing Rates-** A billing rate change is being put on pause until after the first quarter of 2024.

7) **New Business:**

8) **Future Agenda Items-** Solar paneled roofs

9) **Schedule for Upcoming Meeting(s)-** October 4, 2023, November 1, 2023, December 6, 2023. All meetings will be held at 4:00pm.

10) **Adjournment-** Motion to adjourn by Schmidt, seconded by Cahill Wolfgram. Motion carried 4-0 and the meeting adjourned at 5:10pm.

Respectfully submitted,  
Lindsey Mooney