

DeForest Windsor Fire & EMS District Board Meeting
October 4, 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 by President Wipperfurth at 4:00pm. 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. (Employee Status)

4) Appearances Before the Board- A gentleman stopped in to propose a fundraiser for the department that would need the board's approval.

5) Approve Minutes:

a) **September 6, 2023-** Motion to approve by Wall, seconded by Cahill Wolfgram. Motion carried 4-0.

6) Finance:

b) **Review and Approve Invoices Paid 9/1/2023-9/30/2023-** Motion to approve by Little, seconded by Wall. Motion carried 4-0.

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

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

7) Chief LaFeber's Monthly Report/Action Items:

- a. **Call Update-** There were 105 calls for service vs 126 calls for service the previous year. Fire numbers were about the same as last year. Both ambulances are being covered about 99% of the time.
 - b. **2023 Budget Update-** Revenue is down and conversations have been had with the billing company. For the year, revenue is forecasted to be down. All other categories within the budget are under budget as well. Going through the budget, fleet maintenance is over budget due to a bunch of repairs that were needed to be done.
- 8) **Old Business:**
 - a. **2nd Station-** Village of Windsor and Village of DeForest are working on getting a MOU put together for the 2nd station. Chief LaFeber did send information over to Tina at Village of Windsor of space needs that were requested. More information on space needs will be shared in next month's board meeting.
 - b. **2024 Budget-** Not many changes were made to the draft budget except for a couple of errors that were noticed. Action will be taken in November on approving the 2024 budget.
- 9) **New Business:**
 - a. **Solar Panel Roofs-** N/A
- 10) **Convene into Closed Session-** Motion to convene into closed session by Little, seconded by Cahill Wolfgram. Motion carried 4-0 the meeting convened into closed session at 5:02pm.
 - a. **With Reference to Announcements**
- 11) **Reconvene into Open Session-** Motion to reconvene into open Session by Wall, seconded by Cahill Wolfgram. Motion carried 4-0 and the meeting reconvened into open session at 5:20pm.
- b) **Action Items Resulting from Closed Session- If Any**
- 12) **Future Agenda Items-** N/A
- 13) **Schedule for Upcoming Meeting(s)-** November 1, 2023, and December 6, 2023. All meetings will be held at 4:00pm.
- 14) **Adjournment-** Motion to adjourn by Wall, seconded by Little. Motion carried 4-0 the meeting adjourned at 5:20pm.

Respectfully submitted,
Lindsey Mooney