

DeForest Windsor Fire & EMS District Board Meeting
January 3, 2024, 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 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) 2024 Fire Board Nominations-** A nomination for President was made by Wipperfurth for Cahill Wolfgram. Motion to approve by Wipperfurth, seconded by Little. Motion carried 4-0. A nomination for Vice President for Wipperfurth was made by Wall. Motion to approve by Wall, seconded by Little. Motion carried 4-0.
The remainder of the meeting was taken over by President Cahill Wolfgram.
- 6) Approve Minutes:**
- a) **December 6, 2023-** Motion to approve by Little, seconded by Wall. Motion carried 4-0.
- 7) Finance:**
- a) **Review and Approve Invoices Paid 12/1/2023-12/31/2023-** Motion to approve by Wipperfurth. Seconded by Little. Motion carried 4-0.
- b) **Review and Approve Fund/Account Balances-** Motion to approve by Wall, seconded by Wipperfurth. Motion carried 4-0.

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

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

a) **Call Update-** For the year, finished out with 1,429 calls for EMS call, 345 call for Fire with a total of 1,774 total calls for service.

b) **2023 Year End Budget Update-** Revenue was down by a significant amount for the year but outstanding billing is on track for what should have been billed out for 2023. We should see that revenue come in, in 2024. Payroll was under budget for the year, operation and overhead was also under budget for the year.

c) **Other Updates-** Chief LaFeber would like to set up meetings with both Village's about concerns he has on the Fire Department's standpoint and new businesses opening.

9) Old Business:

a) **2nd Station-** N/A

b) **Inter Government Agreement-Fire District Agreement-** A meeting will be set up with both Villages to talk about the Inter Government Agreement.

c) **New Fee Schedule-** Chief LaFeber is looking for authorization from the board to change the fire fee schedules that will be effective immediately upon approval. A motion to approve the proposed fees by Wipperfurth, seconded by Wall. Motion carried 4-0.

10) New Business: N/A

11) Convene into Closed Session- Motion to convene into closed session by Wall, seconded by Little. Motion carried 4-0. Roll call was taken and closed session convened at 4:39pm.

a) **With Reference to Announcements**

12) Reconvene into Open Session- Motion to reconvene into open session by Wipperfurth, seconded by Wall. Motion carried 4-0 and the meeting reconvened into open session at 4:53pm.

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

13) Future Agenda Items- Audit scheduled date, annual report.

14) Schedule for Upcoming Meeting(s)- February 7, 2024, March 6, 2024. All meetings will be held at 4:00pm.

15) Adjournment- Motion to adjourn by Cahill Wolfgram, seconded by Little. Motion carried 4-0 and the meeting adjourned at 4:55pm.

Respectfully submitted,
Lindsey Mooney