

DeForest Windsor Fire & EMS District Board Meeting
April 3, 2024, at 4:00pm
DeForest Windsor Fire and EMS Department 110 S. Stevenson St.
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 Cahill Wolfgram. All board members were present at the start of the meeting.

Present were: Jane Cahill Wolfgram- Village of DeForest, Bob Wipperfurth- Village of Windsor, Colleen Little- Village of DeForest, Ed Wall- Village of Windsor, Chief LaFeber, Office Manager Mooney

- 2) **Recitation of the Pledge of Allegiance-** Led by Wall.

- 3) **Appearances Before the Board-** N/A

- 4) **Approve Minutes:**

a) **March 6, 2024-** Motion to approve by Little, seconded by Wall. Motion carried 4-0.

- 5) **Finance:**

a) **Review and Approve Invoices Paid 3/1/2024-3/31/2024-** Motion to approve by Wipperfurth, seconded by Wall. 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-** 145 calls for service. 117 EMS, 3 Fires, 25 other calls. 66% DeForest, 25% Windsor, 5% Vienna, and the remaining 4% is from miscellaneous areas. DeForest had an increase in calls, Windsor had a decrease in calls. Most calls were all to residential areas with health care facilities coming in second.

b) **2024 Budget Update-** Forecasting out to the end of the year, currently looking at being short \$259,000 for the budget. All this money is due to revenue. Other budget categories are high but should come down later in the year.

c) **Other Updates-** N/A

7) Old Business:

a) **2nd Station-** Bob Wipperfurth commented that they have zoom meeting set up with the federal government on a grant that Village of Windsor received on the second station. This information will give them information about how the monies can be spent and when it needs to be spent by. Chief LaFeber is waiting to hear from Tina from Village of Windsor when he can sit down with the architect to talk about the layout of the second station.

b) **Inter Government Agreement-Fire District Agreement-** Jane Cahill Wolfgram stated that after last month's meeting, she got the inter government agreement to the respected parties who came back with a few questions which are being work on getting answered.

c) **Collections Update-** The collections process will be starting soon and are working with both the billing company and the collections company to get them the information that is needed in order to start sending notices out on unpaid bills.

8) New Business:

9) Future Agenda Items- N/A

10) Schedule for Upcoming Meeting(s)- May 1, 2024, June 5, 2024. All meetings will be held at 4:00pm.

11) Adjournment- Motion to adjourn by Wall, seconded by Wipperfurth. Motion carried 4-0 and the meeting adjourned at 4:51pm.

Respectfully Submitted,
Lindsey Mooney