



Lake Country Fire & Rescue – **Fire Board**
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield, WI 53018
Thursday, June 25th, 2015 at 6:00 PM
(To follow the LCFR Commission Meeting)

MINUTES

1. Meeting call to order with the Pledge of Allegiance

The meeting was called to order by President Bob Bellin at 6:12 p.m. with the Pledge of Allegiance.

2. Roll Call

Present was President Bob Bellin, Vice-President Rod Stotts, Susan Wilkey, Jeff Krickhahn, Matt Grimmer, Chief Kevin Keith and Sandy Rosch, Secretary/Treasurer. Excused was Theresa Urbanchek.

3. Public Comments

Rich Lartz, President of the Village of Nashotah was acknowledged and welcomed by President Bellin.

4. Approval of Joint Meeting minutes and Friday, June 5, 2015

A motion to approve the minutes from May 14, 21 and June 5, 2015 was made by Stotts and second by Wilkey. All ayes with exception of Krickhahn who abstained. Motion was carried.

5. 2016 Annual and Capital Budget process/planning, updates and timelines

Bellin reminded the Board members that we will be getting a preliminary look at the operational and capital budgets next month. Keith stated that the capital budget draft he handed out last month has still be undergoing some changes but he will have a revised schedule/budget for our July meeting. He stated he has been working on the operations budget and exploring ways to more accurately portray our revenues. There will be more information available for the July meeting.

6. Treasurer's Report

- a. Ambulance billing and collection update some preliminary report changes have been made and were discussed by Rosch and Keith. Both explained they are trying to tie both the Andres Medical Billing reports in with our Quickbooks reporting to avoid confusion and provide a better snapshot of LCFR financial status is. This month there was a drop in calls resulting in a drop in billing. Collections remained high and we are stilling trending ahead of budget at 5 months into the 2015 budget.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 05/30/2015 Discussion as above. Krickhahn stated he would really like to minimize some of the financials. He was assured by both Keith and Rosch that they will provide what they need and try to streamline when possible.

- c. A motion to approve check journals/disbursements over \$1,500 (Ck#4225 for \$2,970.48, Ck#4230 for \$1,508.53, Ck#4242 for \$15,16.67, ck#4246 for \$3,031.62, ck#4251 for \$2,289.00, Ck#4256 for \$18,395.00) from 05/21/2015 thru 06/25/2015 was made by Krickhahn and second by Wilkey. All ayes, motion was carried.

7. Chief's Report

- a. LCFR Call Activity report – The activity report now includes a “Hartland Zone 3”. This breaks down any shared services calls that occurred between Hartland and LCFR. Overall calls down slightly and reflected in the billing. June is looking good, we have been busy.
- b. Staffing Report – Staffing of Station #2 started.
- c. Training/Conference Updates – no updates
- d. Vehicle/Equipment Status – Pump testing on an ambulance revealed an exhaust leak that is being repaired. There are maintenance issues that are being dealt with since they have been deferred it is unavoidable.
- e. update on current/ongoing department projects - Just finished first responder class with the KM Students (HS squared). Very successful, strong connection with school and Department of Education was very impressed with what we are doing. That video should be released soon. Captain Morris and Chief Keith have attended a meeting on community paramedic and shared some information learned on the types/sizes of communities and how they measure success. Keith felt it may not be a program implemented in our communities for awhile.

8. Confirmation of upcoming meetings:

- a. Next meeting is scheduled for Thursday, July 16, 2015 at Station #2 in Nashotah at 6PM
- b. Preliminary budget meeting dates: Thursdays, August 7, 14, 21, 28 at 6pm at Station #2 in Nashotah until budget approved. There was discussion as to the timing of the budget process. It will be further discussed at the July meeting. Rosch will find a Joint meeting date in October by the next Board Meeting.

9. Adjournment

A motion was made by Stotts to adjourn at 6:52 p.m. and second by Grimmer. All ayes, motion was carried.