



Lake Country Fire & Rescue – **Fire Board**
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield, WI 53018
Thursday, January 28, 2016 at 6:00 PM

MINUTES

1. Meeting call to order with the Pledge of Allegiance
The meeting was called to order by President Bob Bellin at 6:01pm with the Pledge of Allegiance.
2. Roll Call
Present was President Bob Bellin, Jeff Krickhahn, Theresa Urbanchek, Matt Grimmer, Rob Bennett, Marty Gallun, Chief Kevin Keith, and Secretary Treasurer Sandy Rosch.
3. Election of President, Vice President and appointment of Secretary/Treasurer terms to end 12-31-2016
Bellin opened the floor for elections of officers for 2016. A motion was made by Urbanchek to nominate Bellin for President and second by Krickhahn. No further nominations, all ayes. The motion was carried. A motion was made by Bellin to nominate Urbanchek for Vice President and second by Grimmer. No further nominations, all ayes, motion was carried. A motion was made by Krickhahn to nominate Rosch as Secretary/Treasurer and second by Gallun. No further nominations, all ayes. The motion was carried.
4. Public Comments
Captain Nick Heltemes was introduced to the Board.
5. Approval of minutes from December 10, 2015
A motion was made by Krickhahn to accept the minutes of December 10, 2015 as written and second by Gallun. No further discussion, all ayes. Motion was carried.
6. Discussion and possible action on the request for Highway 16 cables
Chief Keith explained the letter drafted to be sent to the DOT-Traffic Engineer regarding our support and request to install cables on Highway 16. Bellin asked the Board to formally adopt the letter. A motion by Gallun was second by Grimmer to adopt the letter presented to the Board in support of cable installation along segments of Highway 16. All ayes, motion was carried. Bellin signed the letter and Rosch will send out.
7. Discussion and action regarding Resolution 2016-1 a revision and update of the LCFR fee schedule
Training Center fees were adjusted to reflect changes in the courses offered and to be competitive with area programs. Urbanchek made a motion to accept the amended fee schedule as presented and was second by Grimmer. All ayes, motion was carried.
8. Discussion and action on Capital purchases for 2016
Chief Keith asked the Board to approve the Capital purchases that have been budgeted. A motion was made by Krickhahn and second by Gallun to approve the purchase of the TNT Rescue Cutter for \$4,495. All ayes, motion was carried. A motion was made by Gallun and second by Grimmer to approve the purchase of a Lucas Chest Compression System for \$14,562.13. All ayes, motion was carried. A motion was made by Grimmer and second by Gallun to purchase the manikins presented to the Board for the Training Center use. The cost of the manikins is not to exceed the budgeted \$10,400. All ayes, motion was carried.
9. Board approval of credit card and check disbursements over \$1,500 from 12/10/2015 thru 1/28/2016
A motion was made by Urbanchek and second by Krickhahn to approve the check and credit card disbursements over \$1,500 (Ck#4447 for \$2,557.80, Ck#4448 for \$1,542.11, Ck#4437 for \$2,040.88, Ck#4462 for \$1,902.62, Ck#4482 for \$3,200, Ck#4488 for \$3,402.40, Ck#4492 for \$2,852.93, Ck#4502 for

\$4,797.00, Ck#4504 for \$19,521.00, Ck#4494 for \$1,885.00, Ck#4495 for \$4,952.55, Ck#4516 for \$1,936.41 and CC disbursements of \$2,172.57, \$3,469.99, \$274.93, \$3,464.87). All ayes, motion was carried.

10. Treasurer's Report

- a. Ambulance billing and collection update - Rosch presented financial reports for the Boards review. Checkbook review shows total account year end balances are more than \$300K higher than any previous year. Billings are \$223K higher than budgeted and Medicare/Medicaid mandated write-offs are in excess of \$35K higher than budgeted. Regular collection referrals are helping to reduce the AMB A/R. Billable calls were 104 higher than last year.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 1/28/2016 Payroll expense log demonstrates the typical higher payroll expense over the holidays when staff utilizes their vacation and holiday time and additional staff is required for coverage. Expenses, although there may be some straggling expenses to be added, are almost 10% under budgeted. Account reconciliations reports were attached to the checkbook register.

11. Chief's Report

- a. LCFR Call Activity report was presented and reviewed by Chief Keith. Intercepts are down as projected and interfacility calls remain up. Overall call volume is up 12 from the previous year.
- b. Staffing Report-New Hire process is in the works, currently completing the written exams and the first interviews are in early February.
- c. Training/Conference Updates-Very busy with Paramedic Refresher and Slicer training. Chief Keith explained the fire technique that the department is training on and upcoming live training at WCTC this summer. We are holding two EMT classes this summer. Previous students have done very well and the demand is high for these classes. Fees are competitive with other programs.
- d. Vehicle/Equipment Status-Two recent breakdowns discussed and costs totaling approximately \$2600.00
- e. update on current/ongoing department projects-"Lots of things going on" per Keith referring to things already discussed. Also referenced ongoing work and planning for the training center to be located at Station #2.

12. Confirmation of upcoming meetings:

February meeting date Thursday February 25, 2016 at 6pm at Station #1

13. Adjournment

Motion was made to adjourn by Grimmer and second by Krickhahn at 6:45pm. All ayes, motion was carried.