



Lake Country Fire & Rescue – **Fire Board**  
Chenequa – Delafield – Nashotah  
Fire Station #1  
115 Main Street, Delafield, WI 53018  
Thursday, August 11, 2016 at 6:00 PM

***MINUTES- BUDGET WORKSHOP***

1. Meeting call to order with the Pledge of Allegiance  
The meeting was called to order by the Fire Board President Bob Bellin at 6:11 p.m. with the Pledge of Allegiance.
2. Roll Call  
Present at the meeting was Board President Bellin, Jeff Krickhahn, Matt Grimmer, Rob Bennett, Fire Chief Kevin Keith and Secretary/Treasurer Sandy Rosch. Excused was Theresa Urbanchek and Marty Gallun.
3. Public Comments  
No public comments were made.
4. Discussion and possible action on the remaining 2014 Capital Budget items to complete the purchase and programming of the new radios  
Keith presented the Board with the final radio expense that relates to the 2014 Capital Budget. The cost is for the final programming cost and some miscellaneous equipment needed to convert 4571 over to a first line response vehicle and any necessary upgrades required to complete the transition. Deputy Chief Matt Fennig was present to answer questions. Keith explained the money is available from surplus funds from the 2014 Capital Budget and is currently kept in the Capital Reserve Account. A motion was made by Grimmer and second by Bennett, to authorize LCFR to spend up to \$12,810 from the remaining Capital Reserve Account and complete the required radio transition in Waukesha County. All ayes, motion was carried.
5. Discussion and possible action of 2017 Operating Budget and Capital Budget  
***Operating Budget proposal:***  
Keith discussed with the Board members areas within the budget that presented the department with the most challenges. Keith discussed the need to continue to reduce the ambulance revenue expected, the increase in the insurance costs, maintenance concerns and new and on-going needs of the vehicles. He praised the department staff for diligently working to get the vehicles up to date in their maintenance. Areas he was able to reduce to offset some of the increase were the payroll, projected legal expenses, computers, FD Operations and fuel. One area he revisited with Board members was the need to continue the reduction in EMS revenue. He continues to reduce the billing and increase the anticipated write-offs to bring LCFR closer to the level it needs to be but told the Board it will take a few years to get to the place he is comfortable. Overall budget increase would be just under 2.3%.  
Then Keith told the Board members he had prepared an alternate budget proposal more in line with what he would like to see happen. With the second proposed 2017 budget there would be an increase in wages, benefits and uniform allowances but there would also be an increase in the revenue that would be a direct result of hiring an additional staff member who could devote their time to developing our Training Center programs and offerings. There is a lot of interest in this area and currently we are limited in developing what we can offer. Keith feels it will be cost neutral in 2018. Questions were raised regarding the EMS revenues, maintenance of the vehicles and the mission of LCFR.

***Capital Budget Proposal:***

Keith presented his long range plan thru 2022 but explained that it is difficult to go too far out as equipment and technology change and the needs of the department can as well. For 2017 he will be asking for \$456,709 but proposed to the Board that they consider using the remaining surplus in the Capital Reserve account and purchase the Intubrite intubation equipment and the exhaust fans for a total of \$21,977. This would reduce the total Capital budget to \$434,732 in 2017. The additional Capital items would include a new ambulance and equipment (cot, stair chair, etc) as well as a heart monitor and critical upgrades for our current monitoring equipment. Keith is also asking the Board to replace the Brush Truck with an all purpose vehicle and RIC equipment that can be used for that purpose and a lot more. This vehicle would be a "Rapid Response Vehicle" able to respond to a number of emergencies but would also the staff to have an option of not always taking bigger equipment when this will be adequate. Keith explained to the members that historically when a vehicle is replaced it is usually stripped of all the equipment and the equipment is placed on the new vehicle. He added that a great deal of this equipment is outdated or in need of repair. So with the replacement of vehicles he is factoring in necessary equipment. He cited failures and reliability issues.

The Board members favored utilizing remaining funds for the purchase of the intubrites and fans. A formal vote will occur when the Board is ready to vote on the Budget. Members will meet again on 8/18/2016 to review and discuss any questions regarding the budget. Budgets would be provided to the two members unable to attend the meeting tonight.

6. Confirmation of upcoming meetings:

Board Meeting is scheduled Thursday, August 18, 2016 at 6pm at Station #1

7. Adjournment

A motion was made by Krickhahn and second by Bennett to adjourn at 8:12pm. All ayes, motion was carried.

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Respectfully submitted by SRosch, Secretary/Treasurer