



Lake Country Fire & Rescue – **Fire Board**
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield, WI 53018
Thursday, September 22, 2016 at 6:00 PM

MINUTES

1. Meeting call to order with the Pledge of Allegiance
The meeting was called to order with the Pledge of Allegiance by President Bob Bellin at 6p.m.
2. Roll Call
Present was President Bob Bellin, Vice President Theresa Urbancek, Marty Gallun, Matt Grimmer, Rob Bennett, Fire Chief Kevin Keith and Secretary/Treasurer Sandy Rosch. Excused was Jeff Krickhahn.
3. Public Comments
There were no public comments. Written thank you from P.O. Lucas Wolf and Dan Barber of Delafield thanking the Fire Department for their participation in the recent National Night Out held in Delafield.
4. Approval of minutes from August 18, 2016
A motion to accept the minutes from August 18, 2016 as written was made by Urbancek and second by Grimmer. All ayes, motion was carried.
5. Review and discuss Annual Joint Meeting agenda
Chief Keith reviewed the topics he planned to discuss and present at the Annual Meeting stating he will try to keep the meeting to 30 minutes with focus on financials, highlights from 2016, HS2, the Interns, and maintenance issues among the main topics. No other suggestions offered.
6. Board approval of credit card and check disbursements over \$1,500 from 8/18/2016 thru 9/22/2016
A motion by Gallun and second by Bennett to approve the credit card and check disbursements over \$1,500 from 8/18/2016 thru 9/22/2016 (Ck#4818 for \$1,792.12, Ck#4820 for \$2,984.42, Ck#4829 for \$18,682, and Ck#4838 for \$2,540). All ayes, motion was carried.
7. Treasurer's Report
 - a. Ambulance billing and collection update. LCFR continues strong billing over \$100,000 with very strong collections this month, \$63,588 was collected.
 - b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 8/31/2016
Revenues are steady; Chief Keith expects we will meet our budget but states it will not be in excess like our last budget year. Overall expenses are tracking within expense budget despite several unanticipated expenses.
8. Chief's Report
 - a. LCFR Call Activity report – Reviewed call report and discussed shared service calls with the Town of Delafield.
 - b. Staffing Report – Retirement of Gerry Fleisher from the department but he will be joining the Fire Commission as a representative from Nashotah.
 - c. Training/Conference Updates-PSOW conference was attended by two of our staff members. It is an annual training with valuable updates and trends in EMS services. It is a valuable place to network.
 - d. Vehicle/Equipment Status-Discussed the timeline for work on 4561 and the potential that our insurance company may recover the repair costs from the driver who was issued a citation in the incident. They have told us they are working on it.

- e. Update on current/ongoing department projects-work is being done to establish protocols for the Training Center. We will be holding an EMT class beginning early next year.

9. Confirmation of upcoming meetings:

- a. Upcoming meeting dates were confirmed.
Annual Joint meeting on Tuesday 10/4/2016 at 6pm at Nashotah's Station #2
October Board Meeting on Thursday 10/20/2016 at 6pm at Station #1

10. Adjournment

A motion to adjourn was made by Gallun and second by Bennett at 6:32 p.m. All ayes, motion was carried.

Respectfully submitted by Sandy Rosch, Secretary /Treasurer.