



Lake Country Fire & Rescue – **Fire Board**
Chenequa – Delafield – Nashotah
Fire Station #1
115 Main Street, Delafield, WI 53018
Thursday, December 8, 2016 at 5:30 PM

MINUTES

1. Meeting call to order with the Pledge of Allegiance

Board President Bob Bellin called the meeting to order at 5:30 p.m. with the Pledge of Allegiance.

2. Roll Call

Present was President Bellin, Vice President Theresa Urbanek, Jeff Krickhahn, Matt Grimmer, Martin Gallun, Rob Bennett, Fire Chief Kevin Keith and Secretary/Treasurer Sandy Rosch.

3. Public Comments

No public comments. Written correspondence included a donation and note of thanks to the fire department staff from George and Debbie Rowe of Nashotah.

4. Approval of minutes from October 20, 2016

A motion was made by Krickhahn and second by Gallun to approve the minutes of October 20, 2016 as written. All ayes, motion was carried.

5. Announcement of New Hire

Chief Keith reviewed the process for hire of the new Training Center Coordinator. Selected from the 4 applicants, Tanya Reynen was offered the position and will transition to full-time employment with Lake Country Fire & Rescue in this role. Reynen comes to LCFR with 7-8 years of experience with Watertown Fire Department and 7 years as an instructor with WCTC with experience in curriculum development.

6. Discussion and action regarding Resolution 2016-3 for 2017 wages for Lake Country Fire & Rescue employees effective January 8, 2017

Chief Keith presented the wage recommendations for 2017. Discussion amongst Board members resulted in an increase to the Fire Chief's wage range. A motion was made to accept the amended Resolution 2016-3 for 2017 Wages for Lake Country Fire & Rescue employees effective January 8, 2017 by Krickhahn and second by Grimmer. All ayes, motion was carried.

7. Discussion and possible action regarding Resolution 2016-4 regarding rates and fees schedules for 2017

A motion to approve Resolution 2016-4 regarding rates and fees schedules for 2017 was made by Grimmer and second by Urbanek. All ayes, motion was carried.

8. Discussion and possible action regarding LCFR Business relationships for 2017

No changes were discussed or recommended.

9. Discussion and possible action on Capital purchases for 2017

A motion was made by Gallun and second by Bennett to approve the purchase of the Ambulance and heart monitor and budgeted updates per the 2017 Capital Budget. All ayes, motion was carried.

10. Board approval of credit card and check disbursements over \$1,500 from 10/20/2016 thru 12/8/2016

A motion to approve credit card and check disbursements over \$1,500 (Ck#4843 for \$2,237.86, Ck#4846 for \$2,450.23, Ck#4874 for \$1,987.39, Ck#4886 for \$1,555.76, Ck#4908 for \$2,174.18) from 10/20/2016 thru 12/8/2016 was made by Krickhahn and second by Urbanek. All ayes, motion was carried.

11. Treasurer's Report

- a. Ambulance billing and collection update – Andres collection report reviewed with Board Members.
- b. Board review of balance sheet, revenues and expenses, and reconciliations, thru 12/8/2016 - Financial reports reviewed with Board Members.

12. Chief's Report

- a. LCFR Call Activity report – Keith stated there have been several house fire calls including chimney fires. There is also tracking of vehicle vs. deer accidents.
- b. Staffing Report – New full-time staff noted above.
- c. Training/Conference Updates – Work continuing on Station 2 training structure for fire training
- d. Vehicle/Equipment Status – Ambulance has been repaired, Fire truck to go in for repairs this month.
- e. Update on current/ongoing department projects – Nothing reported

13. Confirmation of upcoming meetings:

Next scheduled meeting is January, Thursday January 26, 2017 at 6pm at Station #1

14. Adjournment

A motion to adjourn was made by Krickhahn and second by Grimmer at 6:25 p.m. All ayes, motion was carried.

Respectfully submitted by Sandy Rosch, Secretary/Treasurer