

BROOKLYN FIRE & EMS DISTRICT BOARD MEETING MINUTES 6/14/17

Meeting was called to order at 6:35 pm by President Mark O'Brien. Members present were Kim Gruebling, Todd Klahn, John Marx, and Jim Lunde. Also present were Tom Bowers, Wayne Ace, Rex Tillie and Joanne Van Norman.

Motion: Gruebling/Lunde to approve minutes of 6/14/17 meeting. Motion carried

Mark O'Brien reported that the traffic on Glenway Rd. is getting very fast. There will be accidents if something isn't done to lower the speed. Wayne Ace, Town Chairman, will look into what can be done.

Mark Strassburger from The Capital Group gave a presentation on the WI Service Award Program for volunteers. This is a state program that matches up to \$346/person/year. The municipalities can contribute any amount. There is a proposal in the State budget to increase the match to \$2/\$1 up to \$390/year. The funds are invested per each participant's choice. After 20 years of service and 60 years of age, the person is entitled to 100% of funds in their account. 10 years and 60 yrs old = ½ of funds. Vesting after 10 years of service. Guidelines can be set up as to what requirements a volunteer must meet in order to participate. If a member leaves before 10 years, any funds contributed goes into the general fund and shared by those participants remaining. The yearly cost of administering the funds is \$1,000 and \$15/per person.

There were several questions regarding "buy-back of service years" cost, (for those members who already have many years of service in.) who pays the administration fees, can the "District" be the plan sponsor, do all 5 municipalities need to pass a resolution and what happens if the plan is terminated in the future. Mr. Strassburger will get the answers and email as soon as possible.

Motion: Gruebling/Marx to table action on letter to the Evansville City officers regarding EMS protocols for mutual aid. It was suggested that it may be more influential for the Municipalities directly affected by the current protocol to send a letter. Motion carried.

Motion: Klahn/Lunde to table action on enrolling in the WI. Service Award Program for Volunteers to the Joint Municipal Meeting on 9/13/17. More information is needed before making a decision. Since it is a budgeted item for 2018, the Municipalities can make the decision regarding participation. Van Norman will forward any information received from Mr. Strassburger as soon as received. Motion carried.

Chief Bowers reported that the tender tank is not on the chassis but is sitting beside it. It is in production however there isn't a delivery date set yet. Engine 1's scene light bar had a critical malfunction at the accident scene on Hwy 14/92 in June. They are looking at the cost of repair/replacing it. It won't be cheap either way. The AED on Squad 5 has reached its life expectancy and will be replaced using funds from this year's budget.

Motion: Marx/Lunde to accept the proposal for a two year Financial Audit from Wegner CPA for the amount of \$9,500. Motion carried.

Chief Bowers presented the 2018 Fire Department Budget. Only changes made were to add \$4000 to the Accounting line to compensate for personnel time needed during the audit and \$1,000 was deducted from the Water/Sewer line per information received from Village Clerk that there would not be an increase in Sewer rates in 2018. Total 2018 Fire Budget of \$181,137.50. Van Norman distributed documentation showing the 12/31 cash balances and budget carryovers for years 2008-2016 also projected 2017 balance/carryover.

Motion: Klahn/Lunde to approve the 2018 Fire Budget of \$181,137.50 minus \$15,530 from carryover funds for a total budget of \$165,607.50. (No increase from 2017) and to invest \$141,000 of undesignated funds in a CD to be used for future replacement of SCBA equipment and \$101,000 to remain in the undesignated fund balance for future expenses. Motion carried.

EMS Director Dean reported that a Part-time employee was terminated. He has applications for part-time persons that will be discussed/interviewed at their Officer's meeting at the end of the month. Klan asked if a volunteer is on call during the day, are they paid part-time wages. No, they are paid the \$2/hr. Marx asked about Out of Service hours. Due to 2 part-time people being on medical leave and termination of another, the YTD is approx. 60 hours. He hopes to be fully staffed by the end of September.

The 2018 EMS Budget was presented with no changes made. Van Norman distributed documentation showing the 12/31 cash balances and budget carryovers for years 2008-2016 also projected 2017 balance/carryover.

Motion: Gruebling/Marx to approve the 2018 EMS Budget of \$284,483.50 minus \$13,574.24 from carryover funds to equal 2017 Budget. Motion carried. Total 2018 Budget financed by Municipalities is \$198,909.56.

District Sec/Treasurer reported that Simplex had issued a credit of \$392 for one trip charge last year. The invoice for the replacement of the Strobe will be \$494.06 so balance due will be \$102.06. Carpet and tile cleaning has been set up for 9/11-12 and 9/18-19. She will send a message through IAMRESPONDING so everyone knows to clear offices etc. June and July Financial Statement were handed out.

There was further discussion regarding the authority of the District Board to move funds from one line item to another if needed. Does the Board have this authority as long as it doesn't change the budget total or is permission needed from the Municipalities? This will be put on the next meeting agenda.

The Joint Municipal Meeting will be held at the Brooklyn Fire Station on Wednesday, September 13th beginning at 6:00 pm. Dist. Sec/Treas. will email Municipality with the date/time.

The next District Board meeting will be on 9/13/13 following the Joint Municipal meeting.

Motion: Gruebling/Klahn to adjourn at 9:03 pm. Motion carried.