

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

Meeting was called to order at 6:34 pm by President Mark O'Brien. Members present were Kim Gruebling, Sue McCallum, John Marx, and Jim Lunde. Also present were Tom Bowers, Wayne Ace, Linda Kuhlman and Joanne Van Norman.

Motion: Gruebling/Lunde to approve minutes of 4/26/17 meeting. Motion carried

No Public Comments.

No reply was received from Village of Brooklyn Attorneys Fenner and Seiler in regard to letter sent by O'Brien and Marx dated 4/27/17.

Motion: Lunde/Gruebling to pay to the Town of Oregon and Town of Brooklyn the Attorney fees incurred relating to the development of the new Brooklyn Fire/EMS Protection District Agreement. Amount to be paid - \$7981.91 to Oregon and \$1968 to Brooklyn. Funds from the Cash Reserve CD will be used to pay the amounts. Motion carried.

Motion: McCallum/Gruebling to request RFPs from (3) accounting firms to conduct an audit for 2016 & 2017 in 2018. Van Norman will contact each Municipality asking what firm conducts their audits in order to not request RFP from them. Motion carried.

Chief Bowers reported that he is having some health issues but feels that he is still able to conduct his duties as Fire Chief and expects a full recovery.

There was an issue with DaneCom during a call on Lake Kegonsa Rd. with Med Flight. Portable radios didn't work; they had to go back to the truck to communicate. An official report has been filed with Dane County. He also reported that the road sign at Lake Kegonsa Rd and Old Stage Rd is missing and requested that the Town of Rutland check it out.

The cost from General Communications to install lights and siren on the new pickup truck will be \$5949. The Fire Department has personnel with the knowledge to do the installation so they have decided to purchase the materials and do the installation themselves.

The new electronic CAD system has been installed. This enables them to communicate with DaneCom via computer. The old ones (which were used when purchased) could be taken to WI Surplus but it would cost more to drive them there than we could get for them. There is someone in the area who is interested in them for parts so he is suggesting having a silent auction. Any funds received, would be given to the District. Board Members agreed that was the way to go.

They have been training with Oregon Fire and will be having a joint vehicle extrication on 6/15 in Brooklyn.

The NFPA has established new standards for SCBA. The new psi is 4500 (60 minutes of air). Ours are currently 2200 psi (30 min. of air). All of our SCBA will be non-compliant and need to be replaced within 2 – 3 years. Estimated costs to be \$125,000 - \$150,000. They will be forming a committee in the future to look for grants, cooperative purchasing etc.

Mc Callum asked if she could attend a fire meeting in order to introduce herself and see how things operate. Chief advised that a training meeting would be a good one to attend but she and any other Board Member are welcome at any meeting.

Motion: Gruebling/Marx to refund the Cash Reserve Sinking Fund balance of \$73,649.44 (Balance after deducting \$10,000 for attorney fees) to each Municipality using spreadsheet distributed at a previous meeting. Motion carried

No EMS Director report due to absence of Director.

Motion: Marx/Lunde to table to the next meeting the enrollment in the Wi Service Award Program for Volunteers. EMS Director is requested to obtain more information regarding costs etc. Motion carried.

EMS Director is requested to provide an update of Evansville EMS call-up procedure discussed at the April meeting.

The Village of Brooklyn has requested that the Budget be provided to the Municipalities by September 1<sup>st</sup>. This would allow time for them to discuss at their Board Meetings and have the Joint Municipal meeting by the end of September (per new Agreement). The Chief, EMS Director and Sec/Treasurer will meet in July and budgets will be ready for a meeting in August. McCallum expressed concern that there isn't a backup person for the Sec/Treasurer position. She would like to see this address for 2018. The Agreement does allow for an Assistant. Van Norman will have information at the budget meeting.

Van Norman reported that she had purchased a new computer and transferred all the data herself. Cost of computer was \$899.99. She also finally received the itemization of "Misc. Expenses" on the Simplex invoice from last December. Charge was for (3) CO detectors @ \$413.99/ea. She had also asked for a credit of one of the \$392 labor charges and this was not addressed. She will call Simplex and request that the \$392 be credited. If they refuse to do so, she will bring it back to the August meeting.

Financial Statements for April & May were reviewed.

Wayne Ace thanked the Board for paying the Attorney bill. He also thanked the Fire Chief for working with the Oregon Fire Chief. It's nice that they get along and can work together.

Next meeting will be Wed. 8/16/17. Budgets will be presented.

Motion: Gruebling/Marx to adjourn at 8:10. Motion carried.