

**Brodhead Fire Commission**  
**Meeting Minutes**  
**August 2, 2024**  
**3:00 P.M.**  
**Brodhead Fire Station**

**1. Call to Order:**

Meeting called to order at 3:05 PM

**2. Roll Call to determine if a quorum is present.**

Present - P. Faessler, B. Gritzmaker, B. Moon, A. Schneider

Absent - N. Burkhalter, S. Hazeltine

**3. Motion to deviate from the order of the agenda if necessary.**

Motion made by A. Schneider to approve the agenda as presented

Seconded by B. Moon

Motion Passed

**4. Public Appearances: This is the public's opportunity to speak.**

**Each citizen is allowed 10 minutes to address the Commission.**

**No Public Present During Public Appearance.**

**5. Approval of previous meeting minutes. Discussion/Possible Action.**

Motion to approve the Brodhead Fire Commission Monthly Meeting Minutes July 12, 2024 as presented

Motion made by B. Gritzmaker

Seconded by B. Moon

Motion Passed

No quorum present for the Brodhead Fire Dist and Brodhead Area EMS for July 13, 2024.

Notes taken for next meeting in October 2024

**6. Reports of departments activities:**

**a. Firefighters Inc.: Nothing at this time**

**b. Fire Inspector:**

The 1st Half of 2024 inspections have been completed by new inspectors. 16 businesses with violations. Letters have been sent to businesses by Chief Scheidegger with violations to be corrected by compliance dates.

**c. Administrative Assistant Reports:**

Admin Assist Osborne gave report of calls for **July 2024**

Fire Response **3**, Cancel **0**, MABAS **1**, Lift Assist **7**, MVA **1**, Assist BAEMS **3**,  
1st Response **2** **Total 17 Calls**

**d. Fire Chief:**

**Nothing under Fire Chief will be addressed under Budget 2025**

**e. Life Quest/Fire Recovery:**

**Monthly Totals for Brodhead Fire District - July 2024**

Claims Submitted 4 for \$1,387.50

Payments received for 2 claims by FRUSA \$843.84

Claims Denied 0

Non-Billable 0

In Progress 3

**7. New Business :**

**a. Selling of Old Engine 6 - Discussion/Possible Action:**

Wis. Surplus auctioned 1991 Engine 6 for the 2nd time. Auction was completed on July 24, 2024 with a final bid of \$6,504.00 fees will be taken out of the sold amount. The check will be sent to BFD in roughly 2 weeks.

**b. Dress Uniforms/Funeral Honor Guard - Discussion/Possible Action:**

Adm. Assist Osborne waiting for a quote from Uniform Den. Will bring information to the next meeting.

**c. Updating Website - Discussion/Possible Action:**

Adm. Asst Osborne and Streamline have completed the new Brodhead Fire District website. The website went live on July 25, 2024 under a .org domain until BFD paperwork is finished for .gov domain takes several weeks for the process to be completed.

**d. Training Containers-Spring Grove Discussion/Possible Action**

Adm. Assistant Osborne has filled out the Green Co. zoning permit paperwork for the training containers at Spring Grove Town Hall. Payment was part of the bills being paid at the August meeting. Adm. Assist Osborne will take the payment and paperwork back to zoning for approval.

Ty Anderson on July 23, 2024 pressure washed containers to prepare for painting.

Rick Harding, Spring Grove Board Member, would like a written agreement (lease) with the Brodhead Fire Dist for a portion of the property that the training containers sit on at Spring Grove Township. In agreement he wants it to state that Spring Grove Township is not held liable for any accidents that may occur at the training containers or areas around containers. After discussion Rick Harding will talk to the Spring Grove attorney to have an agreement drawn up.

**e. 2025 Budget Discussion/Possible Action**

The Brodhead Fire Dist. Fire Officers presented a preliminary budget to the Fire District. This is only a preliminary as it will be discussed at the September monthly meeting as 2 Commissioners were unable to attend for discussion. Admin. Assist. Osborne and Chief Scheidegger answered several questions from B. Gritmaker in regards to budget; this being his 1st time on Brodhead Fire Dist for budget discussion. 2025 District Funding was decreased \$18,700 from 2024 District Funding Budget. New website funding will be added to Tech, Subscriptions, Membership for an amount of \$2,400.00. There are several yearly inspections to vehicles and station items with high dollar expenses and repairs that need to still be paid for out of the 2024 budget. Truck 2 will be going to Milwaukee for an oil leak estimated to cost 10-15k.

P. Faessler mentioned there needs to be a discussion on the assessment portion of the District Funding of the budget. Possibility of reducing assessment.

R. Harding from Spring Grove Township mentioned at their last Spring Grove Township meeting they talked about the budget and assessment from the 2022 & 2023 budget and assessment for the Spring Grove portion. In 2022 the assessment was \$45,771 and the 2023 assessment was for \$126,303. The 2023 assessment was to include a full-time Chief and 4 part-time firefighters. R. Harding feels 75k should go back to Spring Grove for personnel not hired. R. Harding mentioned the township could use it for roads and if the Fire Dist would need it in the future for personnel they would get it back from Spring Grove at that time. B. Gritzmaker mentioned point of order that this was not part of the 2025 budget discussion. Adm. Assist. Osborne misunderstood R. Harding request to be on agenda. The topic R. Harding was concerned with did not fall under the 2025 Budget and R. Harding was not present for the public comment portion of the meeting. Adm. Assist. Osborne will add a line item to the next agenda for R. Harding to speak in reference to assessment concerns from the previous budget.

A. Schneider stated 1st setting a budget is on the believe the items in at the time are going to happen. At the time the budget was passed several firefighters talked and or planned to retire but that did not happen for various reasons. Fire Chief and 4 Part-time Firefighters were all part of a planned merger with Brodhead Area EMS that fell through days before final signing of paperwork. Funding needed to be secured to pay for the merger of the 2 entities. Budget was passed before knowing the merger was not going to happen. A. Schneider mentioned you are still getting the service provided.

Chief Scheidegger stated at some point in the near future with or without EMS there will be a need for paid firefighters. Those firefighters that were planning to retire will and the coverage during the day will be harder to fill a truck.

**f. By Law Committee-Discussion/Possible Action:**

**Nothing at this time**

**g. Treasurer's Report-Discussion/Possible Action:**

Operating Checking Account Balance: \$298,425.73

Executive Money Market Operating Money Market: \$40,267.60

Capital Money Market Capital Fund Balance: \$489,417.64

Total Accounts Balance: \$828,110.97

Motion to approve Treasurer's report made by B. Gritzmaker

Seconded by B. Moon

Motion passed

**h. Payments of Bills-Discussion/Possible Action:**

**Bills paid after July 12, 2024 meeting:** Fire Inspection Services \$6,282.50,

Green Co. Zoning \$210.00, Jefferson Fire & Safety \$1,157.00, Middlesex Ins. (Work Comp) \$8.00

Streamline \$500.00

**MONEY MARKET-CAPITAL FUND:** MacQueen (3 Helmets) \$1,275.00

**Income received after July 12, 2024 meeting:** Kubly Donation \$500.00,

Saunders Donation \$2,000.00, Town of Decatur 2nd Half Assessment \$70,562.50

City of Brodhead 2nd Half Assessment \$111,101.04, City of Brodhead 2% Dues \$12,516.96

Town of Spring Valley 2nd Half Assessment \$10,937.89,

Town of Spring Grove 2nd Half Assessment \$28,816.05

Motion to approve Payment of Bills made by B. Gritzmaker

Seconded by B. Moon

Motion Carried

**8. Commission Comments or Questions:**

**This is the Commission's opportunity to speak about anything that is not a specific agenda item.**

Chief Scheidegger would like B. Gritzmaker to ask R. Vogel since Public Works would like their brush pile burned would they be willing to work out a deal for the snow removal with the Brodhead Fire District.

**9. Discussion/Possible Action on future agenda items and next meeting date and time:**

**Add under 2025 Budget Discussion and Possible Action**

**Subcategory Setting of Assessment for 2025.**

**Next meeting September 6, 2024 3:00 PM**

**10. Motion to adjourn.**

Motion to adjourn made by P. Faessler at 3:54 PM

Seconded by B. Moon

Meeting adjourned