

Minutes of Meeting
Brodhead Fire Commission
March 1, 2022
Brodhead Fire Station
6:00 PM

1. Call to Order: Meeting was called to order at 6:02 PM.

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

Present- S. Hazeltine, A. Schneider, P. Faessler, R. Moon, C. Schupbach, D. Fox

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

Motion made by D. Fox

Seconded by C. Schupbach

Motion Passed

4. Public Appearances: This is the public's opportunity to speak. Each citizen is allowed 10 minutes to address the Commission.

*Capt. Pinnow mentioned review of job description for Administrative Assistant position as current Admin. Assistant has completed schooling and will be looking for a new job in the future.

*Capt. Pinnow would like update on direction the Fire Dist. has on purchasing a used engine. Commissioner S. Hazeltine stated he had talked with City Clerk in regards to funding for used engine. It will be put on City Council Agenda. Commissioner S. Hazeltine mentioned when talking with City Clerk and City Treasurer, City would look at setting up a line of credit at the Bank of Brodhead and/or Sugar River Bank with an amount BFD could use to purchase apparatus.

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

*D. Fox asked from previous minutes if there was any more information for billing for lift assists. Adm. Assistant Osborne stated she had reached out to Wis. Fire Chief Assoc. She received numerous emails from Chiefs' around Wis. A majority billed staffed nursing/assisted living facilities' for all lift assist with a wide range of charges. Residential was different most were charged after the 3rd call.

Commissioner A. Schneider made a motion to charge \$350.00 for lift assists at staffed nursing/assisted or commercial facilities. Seconded by C. Schupach. All in favor 6-0.

Chief would like to send a letter to facilities to inform them of the new charges.

*D Fox would like more information on how reimbursement for lost wages will be verified. Chief Scheidegger mentioned that employees would need to provide paystub from employer showing current wages or a letter from employer stating hours missed due to fire calls and wage. Capt. Pinnow also mentioned that overtime may need to be accounted for as some employees may be losing overtime wages for fire calls.

Motion to approve the meeting minutes for the February 1, 2022.

Motion made by A. Schneider

Seconded by R. Moon

Motion Passed

6. Reports of Dept Activities:

a. Firefighters Inc.:

***Nothing at this time**

b. Fire Inspector:

*Commissioner D. Fox asked if there was any information on the business at 1025 1st Center Ave (Good Olde Stuff). Chief Scheidegger said not at this time. Capt R. Bedward who is a State of Wis. Fire Inspector stated that he has been in the business as a customer and from his opinion business does not meet fire codes to be open. Chief Scheidegger is authorized under SPS 314.01 (13) Fire Chief and Fire Department Duties Section 9. "Inspectors" Fire safety inspections shall be conducted by the department or deputy or an authorized representative of the deputy. Chief Scheidegger has given Capt Bedward authorization to handle the issues at 1025 1st Center Ave.

*Commissioner R. Moon mentioned that he has brought to Council and to City Clerk in regards to new businesses needing fire inspection prior to opening a new business or if business had done a modification to structure. City Clerk will notify BFD if they hear of a new business or if a business applies for a building license.

c. Fire Chief:

*Chief Scheidegger informed the Brodhead Fire Dist. that he plans to step down from Fire Chief as of November 30, 2022 or when the Brodhead Fire Dist. has hired a new chief. Chief Scheidegger would like to be on the committee to interview for the new chief position. Chief Scheidegger will leave it up to the new chief to pick current vacant officers positions.

*Chief Scheidegger feels the need to go to the municipalities served by Brodhead Fire District about the staffing situation. Chief Scheidegger would mention that we are trying to start a mentor/intern program for recruitment of staffing. But if this does not work Brodhead Fire Dist. citizens will be looking at possibly needing to hiring full-time firefighters. This will be at a substantial cost. Chief Scheidegger states articles need to be published in newspaper and put on social media.

Commissioner S. Hazeltine mentioned that Orfordville is currently looking into possibly 6 full-time Firefighters/EMT/Paramedic at an estimated cost of \$660,000.

d. Lifequest:

*Admin Assistant gave status on number of calls for January. Mutual Aid 3, Medical Assist 9, 1st Response 2, Lift Assist 3, Canceled 9, Gas Leak 1, Carbon Monoxide 1. BFD could only bill for 2 calls.

e. By Law Committee Discussion/Possible Action:

*Capt. Pinnow stated that a meeting needs to be setup for the Bylaw Committee to meet to review and finalize documentation for the internship.

Meeting set for Tues. March 8, 2022 at 6:00 PM at Brodhead Fire Station.

f. Internship Program: Discussion/Possible Action:

*Documents are being sent to Bylaw Committee for review and finalization.

*Capt. Pinnow mentioned FF D. Pinnow has currently been working on setting up a website to be linked with Brodhead Fire Facebook page and to the City of Brodhead. This will give interested applicants access to applications for Mentor and Internship Program and Paid per Premise positions.

7.New Business:

a. Treasurer's Report-Discussion/Possible Action:

Operating Account Balance: \$180,641.90

Capital Account Balance: \$0.00

Total Checking Account Balance: \$180,641.90

Motion to approve Treasurer's report made by R. Moon

Seconded by D. Fox

Motion Passed

b. Payment of Bills-Discussion/Possible Action:

January bills paid after monthly meeting-Brodhead Water & Light \$360.84, Capital One \$379.71, Century Water \$23.00, 5 Alarm \$199.29, NFPA \$175.00, Charter \$196.85, WE Energies \$331.43, Wis. Dept of Rev. \$10.00, Wis. Fire Chiefs \$95.00.

February bills paid after monthly meeting-Brodhead Water & Light \$368.74, Capital One \$1,394.82, Charter Spectrum \$202.35, Duo Safety \$58.95, Ecowater \$23.00, 1st Center Floral \$50.00, 5 Alarm \$557.56, Gasser \$38.97, Monroe Clinic \$195.00, John Peterson \$138.00, RCFOA \$350.00, Reimburse-S. Gerber \$190.24, Reimburse-Searles \$189.85, Sewer \$250.50, Stipend-Oborne \$3,000, Speich \$238.36, WE Energies \$626.24

February credits received after monthly meeting-

City of Brodhead-Assessment \$86,909.45

Motion to approve Payment of Bills report made by D. Fox

Seconded by A. Schneider

8. Commission Comments or Questions:

This is the Commissions opportunity to speak about anything that is not a specific agenda item.

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

Add to agenda: Fire Chief and Personnel Discussion/Possible Action:

Next Meeting: April 5, 2022 at 6:00 PM Brodhead Fire Station

Motion to adjourn

Motion to adjourn at 8:00 PM by Commissioner S. Hazeltine

Meeting adjourned

Minutes by: Heather Osborne

Brodhead Fire Administrative Assistant