

Brodhead Fire Commission
July 5, 2022
Brodhead Fire Station
5:00 PM

1. Call to Order: Meeting was called to order at 5:04 PM.

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

Present- S. Hazeltine , P. Faessler, T. Simpson, P. Naramore, D. Fox

Absent- A. Schneider

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

Motion made by D. Fox

Seconded by T. Simpson

Motion Passed

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

Each citizen is allowed 10 minutes to address the Commission.

*No one at this time

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

Motion to approve the meeting minutes for the June 7, 2022 with correction add the word gasket to oil pan under Fire Chief section.

Motion made by T. Simpson

Seconded by D. Fox

Motion Passed

6. Reports of Dept Activities:

a. Firefighters Inc.:

***Nothing at this time**

b. Fire Inspector:

*1st half of 2022 fire inspection have been completed. Admin Asst. Osborne is in the process of going through them and updating Dept. Occupancy Listing with current information.

c. Fire Chief:

*Officers' will be switching from 2 officers on schedule to 1 for weekends.

*Officers' are currently talking about paid on shift bylaw.

d. Lifequest:

1. Billing for lift assist-Discussion/Action:

*Admin Asst. Osborne still working on writing up contract for lift assist. Running into issue as templates received from Lifequest have ambulance transport as part of service. Brodhead Fire does not transport.

e. By Law Committee Discussion/Possible Action:

*Motion to approve Position-Administrative Assistant job description made by T. Simpson to be readdressed in future as mergers may occur and job duties change. Seconded by D. Fox

f. Internship Program: Discussion/Possible Action:

*Nothing new to report will be discussing at Brodhead Fire District and Brodhead Area EMS meeting Sat. July 9, 2022.

g. Replacement of Engine 6-Discussion/Possible Action:

*T. Simpson would like to know why Brodhead Fire Dist. cannot secure a loan without having the City basically co-sign? Is this something just the Bank of Brodhead requires?

S. Hazeltine will contact the Bank of New Glarus and ask about a line of credit for up to 250K.

Under the Fire Protection Agreement would need Rural and City of Brodhead pre approval to secure a loan for Engine 6.

h. Fire Chief and Personnel Discussion/Possible Action:

*Application deadline is closed for Fire Chief with 1 applicant. Fire Chief is disappointed no one local applied. Chief Scheidegger talked to several Chiefs in the area to see if they would know anyone or would step in on an interim with no luck. District will be contacting applicant to set up an interview. First interview to be with a Commissioner and Officer see where applicant stands since he was from out of state.

*S. Hazeltine mention possibility of sharing a Chief with Orfordville. S. Hazeltine talked with his medical control Dr. Barney. Staffing issues is a problem everywhere and the future is consolidation. Would Brodhead Fire be interested in merging with Orfordville Fire/EMS on an operational merger to help with staffing and resources. Thoughts were to merge with Brodhead EMS would be the first step to possible help the staffing issues between BFD and BAEMS with hiring of part time to full time people. Then a possible operational merger with Orfordville Fire/EMS.

Motion was made by T. Simpson to start discussions on an operational merger with Orfordville Fire/EMS and hiring of a full time Chief. Seconded by D. Fox

i. Brodhead Fire District merger with Brodhead Area EMS Discussion/Action:

*Next meeting July 9, 2022 at 8:00 AM at the Brodhead EMS Garage.

j. Budget 2023 Discussion/Action:

*Capt. Pinnow is currently work on 2023 budget. Several different scenarios anywhere from 6% to 48% over last year's budget. The 6% is the increase in the Admin. Assistant wage alone. There is also increases in other line items such as lawyers fee and insurance as just a few.

k. Wisconsin Retirement System Discussion/Action:

***Update-** Brodhead Fire District has received provisional approval to join the 218 Agreement and the WRS. A provisional approval means ETF has reviewed the documents and determined the employer meets all criteria to join the 218 Agreement/WRS, however, the SSA will make the final determination. Since the SSA has an extensive backlog to review, the provisional approval allows the employer to proceed as if they are under the 218 Agreement.

*Admin. Asst. Osborne has submitted all paperwork that is due before Nov. deadline wait to hear back for further instructions.

7.New Business:

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

Operating Account Balance: 75,500.16

Money Market Capital Account Balance: \$8,771.06

Total Accounts Balance: \$84,271.22

Motion to approve Treasurer's report made by D. Fox

Seconded by P. Naramore

Motion Passed

b. Payment of Bills-Discussion/Possible Action:

June Payments of bills after June 7, 2022 Meeting-

American Test Center \$1,153.00, Bandt \$9,368.66,

Fire Inspection Service \$5,738.00, Jefferson Fire & Safety \$460.00 and \$727.25,

L&S Truck Service \$1,602.77, MacQueen Equip. \$2,698.89,

MHS Phys. Ser. \$192.70, Register Print Center \$140.00, Reimb.-Shrier \$102.08

Sawflyr \$274.30, SWANI \$40.00, Wis. State Firefighters \$25.00 and \$700.00

June Credits after June 7, 2022 Meeting-

Firefighters Inc. \$429.85 and \$112.54, Kuhn North America \$256.00

July Payment of bills at July 5, 2022 Meeting-

Brodhead Water & Light \$377.34, Capital One \$2,298.72, Charter \$202.34

Speich \$661.22, WE Energies \$15.70

July Credits at July 5, 2022 Meeting-State of Wis-FFP Grant \$5,211.30

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

Grant Amount from \$5,5211.30 should be \$5,211.30

Seconded by P. Naramore

8. Commission Comments or Questions:

This is the Commissions opportunity to speak about anything that is not a specific agenda item. T. Simpson would like Adm. Assist schedule posted times on door. Admin. Assist will post times.

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

Next Meeting: August 2, 2022 at 5:00 PM Brodhead Fire Station.

Motion to adjourn

Motion to adjourn at 6:50 PM by S. Hazeltine

Meeting adjourned

Minutes by: Heather Osborne

Brodhead Fire Administrative Assistant