

Brodhead Fire Commission
May 3, 2024
3:00 P.M.
Brodhead Fire Station

1. Call to Order: Meeting called to order at 3:00 P.M.

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

Present - S. Hazeltine, A. Schneider, P. Faessler, N. Burkhalter, B. Gritzmaker, B. Moon

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 P. Faessler

Motion Passed

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

Each citizen is allowed 10 minutes to address the Commission.

R. Harding by phone see Fire Chief Report

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

Motion to approve the Brodhead Fire Commission April 5, 2024 Monthly Meeting Minutes and Brodhead Fire Commission and Brodhead Area EMS Board April 6, 2024 Quarterly Meeting Minutes as presented.

Motion made by A. Schneider

Seconded by B. Gritzmaker

Motion Passed

6. Reports of departments activities:

a. Firefighters Inc.: Nothing at this time

b. Fire Inspector: Nothing at this time

c. Administrative Assistant Reports:

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

Fire Response **5**, Cancel **4**, MABAS **2**, Lift Assist **2**, MVA **2**, Assist BAEMS **3**,
1st Response **2** **Total 19 Calls**

B. Gritzmaker asked about cancel calls. Chief Scheidegger mentioned we have auto aid with several surrounding departments. When another dept gets a call they tone out BFD as part of the auto aid if the dept arrives on scene and does not need BFD we are canceled by neighboring depts. Same with BAEMS if they arrive on scene and do not need us BFD is canceled.

d. Fire Chief:

Truck 2 is 22 years old. At some point it will need to be refurbished. It just returned from Rennert's for a rebuild of all four leveling cylinders and pump panel drain valve that was broken. Total cost of repairs \$13,695.18. Now it has a slow oil leak and will need to check with L&S to see if they can look at it or if it needs to go back up to Rennerts.

Rick Harding called in by phone as you could see he was online but could not hear audio. He questioned the use of the storage containers at the Spring Grove Township. It has been several

years since they have been placed there. Would like to know the status of training and clean-up and painting of containers. He would also like to know who is liable for insurance. Admin. Assist Osborne believes cover under BFD policy but will check with Enders Insurance to verify BFD policy. BTC said they would use them if a class was put into the high school which would be more covenant then going to Janesville Training Center. Chief Scheidegger will talk with Firefighters Inc to get him status to give 2 weeks for response.

e. Life Quest/Fire Recovery:

Fire Recovery-April 2024-Monthly Totals for Brodhead Fire District Claims Submitted 7 for \$6,096.25. Payments received for 5 claims by FRUSA \$1868.60 No Claims Denied, 0 Non-Billable, 2 In Progress 5.

B. Gritzmaker asked what types of calls were billed. Admin Assist and Chief Scheidegger responded: Fires, Motor Vehicle Accidents, False Alarms, Carbon Monoxide, Lift Assist.

B. Gritzmaker asked about lift assist. Subjects are given 2 lift assists per calendar year after that they will be charged. This only occurs if it is not a medical call or assist to BAEMS for patient movement.

7. New Business :

a. Election of Brodhead Fire District Officers - Discussion/Possible Action:

S. Hazeltine mentioned since rural and city are on different rotation for elections. He felt Annual Meeting (May) Brodhead Fire District Commissioners should be appointed on a yearly basis..

P. Faessler nominated **Steve Hazeltine for President of the Brodhead Fire District.**

Seconded by A. Schneider

Motion to close nominations and cast unanimous ballot by A. Schneider

Seconded by P. Faessler

B. Gritzmaker nominated **A. Schneider for Vice-President of the Brodhead Fire District.**

Seconded by P. Faessler

Motion to close nominations and cast unanimous ballot by P. Faessler

Seconded by N. Burkhalter

A.Schneider nominated **P. Faessler for Treasure of the Brodhead Fire District.**

Seconded by B. Moon

Motion to close nominations and cast unanimous ballot by A. Schneider

Seconded B. Moon

P. Faessler nominated **N. Burkhalter for Secretary of the Brodhead Fire District.**

Seconded by A. Schneider

Motion to close nominations and cast unanimous ballot by A. Schneider

Seconded by P. Faessler

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

Adm. Assist Osborne and FF Welbig on Tues. March 30, 2024 went to Wisconsin Surplus to sell old Engine 6 at Mt. Horeb. set a minimum reserve bid of 10K will not post a minimum bid on the website. It will cost \$10.00 to clean exterior, \$20 clean interior and \$6.00 to fill fluids. Their mechanic will do an inspection to make sure everything is in working order. Will contact the BFD if there are any issues. Broker fees are put onto the buyer. E6 will be on auction for 2 weeks if the minimum bid is met and BFD will have a check 2 weeks after sale.

B. Gritmaker asked if this was an extra engine? Chief Scheidegger mentioned it was an engine that was replaced with a used engine last year. Now HME Engine 6 is in service we no longer need this old engine.

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

S. Hazeltine would like to see an honor guard created if BFD did not have enough FF interest to ask the surrounding dept to combine several members for this guard. S. Hazeltine thought a dress uniform cost roughly \$1100.00 per person. Admin Assist Osborne contacted the State Firefighter Honor Guard to assist with the passing of Bob Olsen. A member came down and gave a crash course for the funeral. He would be willing or another member to do a more formal training for this position. Chief Scheidegger would also like to see long sleeves as part of the dress uniform as of right now BFD currently only has short sleeve dress shirts. He would like to see Class A uniforms for BFD Officers. Chief Scheidegger will talk to Albany, Juda and Orfordville to see if they are interested.

d. Updating Website - Discussion/Possible Action:

Adm. Assistant Osborne has been in contact with 2 different website companies that work directly with fire districts.

1st Company-Simple Biz

Here is an initial set up cost of \$595 to cover the following-

- Built on a custom platform
- Optimized for mobile/tablet/desktop viewing
- Optimized to rank on Google for the associated keywords
- Custom spokesperson video (optional)
- Custom lead generation to increase traffic to site
- Security (SSL certificate) to prevent spam activity and hacking
- Unique logo designed (optional)
- BFD picks content, will use or bring over to a new site what is currently on site.
- more user friendly

After the site has been delivered, there is a \$99 monthly fee to cover-(NO CONTRACT)

- Hosting renewal (allows the site to remain live within our custom servers)
- Unlimited editing throughout the life of the site (24 hour turnaround)
- Updates to your Google My Business listing
- Ongoing Search Engine Optimization (monthly report provided)
- Secure domain (hosted on AWS servers) will purchase domain included in price
- Email support if needed

<http://valleystreamfirebenev.com/> sample site they have with a fire association.

2nd Company - Streamline - Packet was handed out to each member going over their proposal.

A. Scheider and Admin Assist. Osborne will be doing a conference meeting with Streamline to go over the proposal.

Pat Faessler made a motion to look into creating a new website for Brodhead Fire District.

Seconded by A. Schneider

Motion Approved

e. By Law Committee-Discussion/Possible Action: Nothing at this time

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

Operating Checking Account Balance: \$173,685.18

Executive Money Market Operating Money Market: \$40,277.89

Capital Money Market Capital Fund Balance: \$487,458.74

Total Accounts Balance: \$701,421.81

Motion to approve Treasurer's report made by A. Schneider

Seconded by N. Burkhalter

Motion passed

g. Payments of Bills-Discussion/Possible Action:

April expenses paid after April 5, 2024 meeting:

AT&T \$42.99, Brodhead Sign \$45.25, Brodhead Water & Light \$377.55, Capital One \$742.09, Dinges \$91.12, Ecowater \$23.50, Great Lakes Testing \$1,100.00, J.J. Keller \$59.96, McNeil & Co. \$618.96, Nolte's Garage \$828.51, Heather Osborne (Payroll after Taxes) \$1613.93, Penflex \$1323.00, Piggly Wiggly \$122.46, Robert Scheidegger (Payroll after Taxes) \$561.75, Reimburse-A. Shearer \$280.00, Sewer-City of Brodhead \$120.23, Uniform Den \$585.65, WE Energies \$352.99

April credits received after April 5, 2024 meeting:

Fire Recovery Trust \$1,481.52, Zach Harwick (Payment for Call) \$367.00, Interest \$13.14

April expenses paid from Capital Fund Money Market

Bandt Communications (Radios from grants) \$47,188.94, Rennert's (Truck 2 Repairs) \$13,695.18

Motion to approve Payment of Bills by A. Schneider with the exception of McNeil Supplemental Cyber Policy in the amount of \$401.00. Information obtained finds no use for this policy.

Seconded by N. Burkhalter

Motion passed

8. Commission Comments or Questions:

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

S. Hazeltine welcomed the new city member and returning citizen at large member.

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

Next Brodhead Fire District Meeting Friday, June 7, 2024 @ 3:00 PM

Chief Scheidegger is asking for a closed session

10. Motion to adjourn.

Motion to adjourn at 4:03 N. Burkhalter

Meeting adjourned

Seconded by A. Schneider