

**Brodhead Fire Commission**  
**Special Meeting Minutes - Budget**  
**August 18, 2023**  
**1:00 P.M.**

**Brodhead Fire Station**

1. **Call to Order:** Meeting called to order at 1:00 PM
  
2. **Roll Call to determine if a quorum is present.**  
Present - S. Hazeltine, A. Schneider, P. Naramore, C. Jones, T. Simpson  
Absent - P. Faessler
  
3. **Motion to deviate from the order of the agenda if necessary.**  
Motion made by T. Simpson to approve the agenda as presented  
Seconded by A. Schneider  
Motion Passed

4. **2024 Budget - Discussion/Possible Action**

Brodhead Fire Officers' met to create the 2024 budget. Several years of budgets were looked at and using linear trend line projection represented by a (t).

2nd Assistant Chief Pinnow went through the budget line by line with Brodhead Fire Commission.

Brodhead Fire Dist. 2024 budget \$527,500.00 original projection.  
(2% dues \$20,000, District Funding \$505,500.00, Lifequest \$2,000.00)

**Expenses:**

**Reduction in line** items from 2023 budget to 2024 budget: Legal Fees, Snow Removal, Radio Maintenance, Fuel, FF Physicals, Vol Firefighters Expenses, Paid on Premise-(Formally Paid on Premise/Intern remove word Intern) 2 people @ 12 hrs wk x \$30.00 x 52 wk a year, WRS, 4 people paid on shift (reduced by 25% from 2023 as there is no coverage during the day), Payroll expenses.

**Increase in line** items from 2023 budget to 2024 budget: Accounting Services (2%), EMS Supplies (2%), Facility Maintenance (t)(2%), Vehicle Maintenance (1%), Communications (t)(2%), Fire Length of Service Award (2%), Insurance - Liability, Property (t), Adm. Assistant (3%), Fire Chief, Fireman Pay - Firefighters pay was increased in June of 2023. Took the most recent/highest firefighter pay (2021) x cost for raises + 10k for the new leave work to come up with the 2024 firefighter pay amount, Officers Pay - Officers pay was an increase that was approved earlier in year with the increase to Assistant Chief pay from \$1000.00 to \$2000.00 a year, Electricity (1%), Gas (1%)

**Line Items stayed the same from 2023 to 2024:** Supplies & Equipment, Office Electronics, Office Supplies, Tech, Subscriptions, Memberships, Admin Asst. Ins. Stipend, Training-Firefighter Sewer-City of Brodhead

**2% Dues- Budget \$20,000 for 2024 - 2% dues is a set line item and is designated by the state on what it can be used for. In 2022 BFD received \$19,760.14.** BFD Fire currently uses 2% for Fire Inspections, Fire Prevention Week and 2% Supplies & Equipment. Amount BFD receives is the amount that needs to be used. A record of transactions need to be kept for future audits by the state.

**Capital Account Funding**-Discussion was held on the amount of \$90,000 in the budget projection presented by the Brodhead Fire 2nd Assistant Chief Pinnow. 2nd Assistant Chief Pinnow went over the recurring costs that are paid from the capital account. SCBA bottles, SCBA harnesses, Turnout gear (helmet, coat, bunker, boots, replace every 10 years per NFPA), Radios & Pagers, Hose & Nozzles, Vehicle Replacement/Rebuilds-Tender 5 is a 2000 and sitting at 23 years old will need to think about rebuild and cost in future, Truck 2-2002 and sitting at 21 years old.

Chief Scheidegger mentioned that the capital fund doesn't go far when you have trucks that break down costing 20 k to 30k to fix and this was a temporary fix to the last truck. To fit a 1 new firefighter with gear is 10 k. So not looking to strip too much money out of the Capital Account Funding.

C. Jones mentioned still having the line of credit if needed.

S. Hazeltine, using the line of credit instead of saving money for the capital fund, would still need to increase the budget for debt service for the following year.

C. Jones would like to see the Capital Account Funding for the 2024 budget reduced from \$90,000 to \$50,000. Chief Scheidegger and 2 Assist. Chief's agreed to lower Capital Account funding to \$50,000 for 2024 budget. Lowering the Capital Account Funding the amount for District funding would be \$465,500.

T. Simpson brought up discussion on lift assist and billing for them. Adm. Asst. will contact Lifequest/Fire Recovery. Last Adm. Asst Osborne was told it would be hard to bill for them if we were not a transporting unit. Chief Scheidegger also said he would have an issue with billing an elderly person that just needed a help to their feet or chair. T. Simpson wanted to know the liability of BFD doing lift assist without medical evaluation. 2nd Assistant Chief Pinnow mentioned that 1st Response asks the patient evaluation questions before lifting them up and re-evaluates after.

**2024 Budget to be taken back to boards in the total amount of \$487,500.**

(2% dues \$20,000, District Funding \$465,500, Lifequest \$2,000)

#### **5. Commission Comments or Questions:**

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

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

**Friday, September 15, 2023 at 10:00 AM**

**7. Motion to adjourn.**

Motion to adjourn at 1:50 PM C. Jones

Seconded by A. Schneider

Meeting adjourned

**Heather Osborne**

**Brodhead Fire District Admin. Asst.**

**Motion to adjourn.**