

**Brodhead Fire Commission**  
**September 6, 2024**  
**3:00 P.M.**  
**Brodhead Fire Station**

**1. Call to Order:**

Meeting called to order at 3:00 PM

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

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

Absent - B. Moon, A. Schneider

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

Motion made by B. Gritzmaker 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.**

**No one for public appearance**

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

Motion to approve the Brodhead Fire Commission Monthly Meeting Minutes August 2, 2024 as presented.

Motion made by B. Gritzmaker

Seconded by P. Faessler

Motion Passed

**6. Reports of departments activities:**

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

**b. Fire Inspector:**

Chief Scheidegger is working on calling businesses that received letters that did not verify completion of violations. Out of the 16 with violation 5 called stating the violations had been resolved or corrected.

**c. Administrative Assistant Reports:**

Admin. Assist Osborne gave report of calls for **August 2024**

Fire Response 4, Cancel 1, MABAS 2, Lift Assist 4, MVA 4, Assist BAEMS 1, Assist Orfy 2

1st Response 3 **Total 21 Calls**

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

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

Claims Submitted 2 for \$1,021.00

Payments received for 2 claims by FRUSA \$474.00

Claims Denied 0

Non-Billable 0

In Progress 2

**e. Fire Chief:**

Bauer has compressor issues. Need to shut off and turn on to build pressure to fill SCBA bottles. Chief Scheidegger asked for input from Commissioners. Compressor was purchased on a grant back during 911. Purification filter cylinders are DOT cylinders with a 15 year shelf life. Technically it needs to be replaced. There is 1 quote from Jefferson Fire & Rescue for \$64,855.00 for a new compressor. Shop Supervisor from Jefferson Fire as far as rebuilding it's hard to tell the exact amount without tearing the block apart. Multiple intakes and suction valves along with pistons and other components. Best guess would be around 7-8k if parts are available. Discussion was had on purchase used compared vs new. After discussion, Commissioners said to research compressor units and bring quotes and information to the next meeting.

**7. Closed Session**

**Per WI State Statutes Section 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility:**

**Personnel**

**Motion to move into closed session:**

Motion by N. Burkhalter to enter closed session at 3:20 PM

Second by P. Faessler

Roll call vote - P.Faessler-Aye, N. Burkhalter - Aye, B. Gritzmaker - Aye, S. Hazeltine-Aye,

Motion Carried-In closed session

**Motion to return to open session:**

Reconvene from closed session motion by N. Burkhalter to return from closed session at 4:05 PM.

Second by P. Faessler

Brodhead Fire District Commissioners all in favor, four ayes.

Motion Carried

**Possible Action from closed session:**

N. Burkhalter made a motion that Administrative Assistant Osborne be approved for 3 weeks vacation starting January 1, 2025. Increase the salary to \$58,656 to meet the FLSA standards for 2025. Administrative Assistant Osborne will be an exempt employee.

Second by P. Faessler

All in Favor - 4 Ayes

Motion carried

**8. New Business :**

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

Admin. Assistant Osborne provided a quote from Uniform Den for Class A Uniforms for Honor Guard. Roughly 10 Officers/Firefighters were interested in Honor Guard. After discussion Chief Scheidegger will ask Firefighters' Inc if they would be willing to purchase or purchase ½ of the Class A Uniforms. Chief Scheidegger will report at the next meeting.

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

Admin. Assist. Osborne mentioned that the training containers have been painted. Green Co. Zoning Permit has been changed and Spring Grove has an updated copy. Chief Scheidegger mentioned just waiting on the lease agreement from Spring Grove Township.

**c. Citizens comments on 2023 Assessment/Budget Discussion/Possible Action**

Rick Harding-Spring Grove Township is not happy with the amount of money in the Brodhead Fire District Capital Money Market. He states that in 2023 Brodhead Fire Dist. planned on hiring a full time Chief and 4 part time firefighters. This did not happen; he feels that money should go back to Spring Grove Township roughly \$75,000.

Stephanie Swartzlow-Clerk of Avon- Feels personally that the budget should remain the same. It is easier for budget reasons to keep a consistent amount than constantly going up and down because it just messes up the town budget and has citizens questioning the amount. Because generally when towns have extra money it goes into roads and if you fluctuate that number it messes with you GTA eventually.

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

S. Hazeltine feels that there should be at least 14 months worth of payroll available for employees should BFD have to hire firefighters or a merger with Brodhead Area EMS in the near future or budget cycle.

B. Gritmaker mentioned sometimes you can budget for employees but just are not able to find to hire them.

B. Gritmaker feels the district budget and levy amounts need to be approved at the same time.

S. Hazeltine mentioned there is a difference between passing the budget and the amounts levy to the municipalities.

N. Burkhalter feels there will be money left over in the salary line item for 2024. Adm. Assist Osborne explained to N. Burkhalter that we do not know what will be paid out in salary to Firefighters, Firefighter Leave Work, Paid on Shift or Paid on Premise as it is determined by number of calls and firefighters that respond to the calls. Also, Firefighter Pay, Officers' Pay and Paid on Shift only get paid out twice a year. N. Burkhalter asked if there was a way to note this on budget vs actual sheet.

After lengthy discussion between Commissioners, Clerks and Rural board members. Brodhead Fire District will have a special meeting to go over the 2025 budget with discussion/possible action. Adm. Assist. Osborne will ask 2nd Assistant Chief R. Pinnow to be present for discussion.

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

**Nothing at this time**

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

Operating Checking Account Balance: **\$283,281.69**

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

Capital Money Market Capital Fund Balance: **\$470,991.77**

Total Accounts Balance: **\$794,541.06**

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

Seconded by N. Burkhalter

Motion passed

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

**Bills paid after August 2, 2024 Meeting:**

Alert All \$1,258.00, American Test Center \$600.00, AT&T First Net \$42.99, Bandt \$75.00  
Brodhead Water & Light \$459.62, Capital One \$1,033.23, Coast to Coast \$205.95  
Decatur Dairy \$85.00, EcoWater23.00, Firefighter Pay-Leave work-July \$735.00  
MacQueen \$180.84, Nolte's Garage \$358.64, Piggly Wiggly \$78.88, Poms \$4,782.46  
Poms \$3,156.44, Reimb. Firefighters Inc. \$1000.00, Spectrum \$187.65, Speich \$115.52  
Streamline \$200.00, WE Energies \$12.35

N. Burkhalter asked what EcoWater was for Adm. Assist Osborne mentioned it was for the water softener rental for the station.

N. Burkhalter asked what the overpayment of water to Decatur Dairy was for Adm. Assist. Osborne said they received water to wash tanks when the well goes down. Billed for 1 load of water and received payment for 2.

**Money Market - Capital Fund**

MacQueen (6 sets of turnout gear)\$19,779.95, Bandt (radios) \$7,772.57

**Income received after August 2, 2024 Meeting:**

Wis. Surplus Auction \$6,408.00, Decatur Dairy \$170.00, Interest \$23.46, Fire Recovery \$843.84  
Town of Avon \$1,000.82, Truck Fire Pull (Cash) \$180.00, Town of Spring Grove \$3,964.50  
Brodhead Area EMS \$251.09.

Motion to approve Payment of Bills made by B. Gritzmaker

Seconded by N. Burkhalter

Motion Carried

**9. Commission Comments or Questions:**

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

B. Gritzmaker talked with Rich Vogel in regards to burning the brush at the City Compost in exchange for plowing the parking lot for the Brodhead Fire Station. Rich Vogel did not see a issue with this. Need to take it to Brodhead City Council for final approval.

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

**Special Budget Meeting - Wednesday, September 18, 2024 5:00 PM**

**Fire Commission Meeting - Friday, October 4, 2024 3:00PM**

**11. Motion to adjourn.**

Motion to adjourn made by B. Gritzmaker at 5:34 PM

Meeting adjourned