



OFFICIAL MEETING MINUTES
SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT
Board of Directors Regular Meeting
Tuesday, November 12, 2019 @ 12:00 P.M.

A. Call to Order

The regular meeting of the South Area Fire and Emergency Response District Board of Directors was called to Order at 12:01 P.M. by SAFER Chairman Al Opall.

Members Present

Opall, Legner, and Sparks were all present. Langenhahn and Maloney excused. Also present: Town of Rib Mountain - Finance Director Dunbar and Administrator Rhoden; Village of Weston – Administrator Donner, Finance Director Trautman and Deputy Finance Director Trittin; SAFER - EMS Division Chief Bechel, Chief Savage, Deputy Chief Finke, BC Lang, Fire Marshal Christiansen, Friend, Stieve, Larsen, and Westover.

B. Correspondence/Comments from the public on issues related to the SAFER District

None

C. Consent Items

Approval of prior meeting minutes from October 15, 2019.

Sparks/Legner moved to approve prior meeting minutes from October 15, 2019. Motion carried unanimously.

Approval of vouchers from September 2019.

Sparks/Legner moved to approve vouchers from September 2019. Motion carried unanimously.

D. Business Items

Discussion and possible action on 2020 Operational and CIP Budget.

- Following the last Board Meeting Chief Savage and Deputy Chief Finke met with all from Village of Weston and Town of Rib Mountain Finance Dept. New line on page 2 for contingency and with the numbers that we received should be a minimum of \$11,100.00.
- Board questioned why the Part-Time Holiday pay is more than last year. Chief Savage and Deputy Chief Finke noted that last year's budget only showed the half-pay in the calculation instead of the complete Holiday pay of time and a half. It was more complicated for the system splitting up the half-pay, so the full Holiday pay of time and a half was moved out of Part-Time Pay and into Part-Time Holiday pay to compensate.
- Board noted they want to see all bids and responses for all purchases of Ambulances and Fire Engines. It must be more than one bid. Deputy Chief Finke noted we had only received 2 bids back on Ambulances and about 2-3 Fire Engines.

Action: Moved to next month's agenda.

Discussion and possible action on Town of Stettin contract.

- Meeting with Chief Kujawa after this meeting. It was approved by the City and we have not heard anything from Town of Stettin.

Action: Moved to next month's agenda.

Discussion and possible action on contract with Marathon Joint Service Agreement.

- Sent a draft contract to the Town of Marathon Board. This would not go into effect until 2021. This contract is identical to the Town of Weston. We are locked in a contract for 2020, this will be for 2021.

Action: Moved to next month's agenda.

Discussion and possible action on 2019 financials.

- Actuals were sent out, there are a few that need to be changed for 2020 which we have done. It is frustrating when we are ordered to stop billing for items that we have budgeted for in 2019. Halfway through the year we had to eliminate billing for structural fire, vehicle crashes and vehicle fires.
- Board noted they want to see revenue and expenditures separated.

Action: Sparks/Legner moved to acknowledge current budget status. Motion carried unanimously.

Discussion and possible action on purchase of ambulances.

- We are looking for approval from board.

Action: Moved to next month's agenda.

Discussion and possible action on Fund Balance Policy.

- We were unsure if the Board had approved this from the last Audit Agency. We were unable to find in the previous months minutes the action the board took on this item.

Action: Sparks/Legner moved to approve. Motion carried unanimously.

Discussion and possible action on Full Time Employee evaluation.

- The Board noted they are not involved in the evaluation process, yet the Fire Commission is involved in the evaluation process. Brought in through the Boards attorney and to answer how the evaluation process should happen and with which Fire Commission and Board it will sit with. The duties of the Fire Chief fall under both the SAFER Board and the SAFER Commission and an appropriate evaluation and provide specific direction.

Action: Chairman Opall will contact the attorneys pertaining to the Boards involvement.

E. Staff Reports

Report from Fire Chief

- 2020 is a contract year, trying to keep it similar to last year. We'll offer them a 3, 5, or 10 year for Ambulance. We will have it all together and ready for our next meeting.
- Seven total gas line strikes from TDS in Weston and Rib Mountain.

Report from Deputy Fire Chief

- We've had a few resignations this month, Part-Time, Majority Time and one Battalion Chief. We also had one Majority Time staff stepped down to Paid On Call. With the Battalion Chief spot open, we will put a limited term employee in the position while we post out for a permanent person for the position.

F. Remarks from the Board of Directors to set the next meeting date as well as discuss items for the next meeting agenda.

- Nothing to report.

The next meeting date is set for Tuesday, January 21, 2020 at 12:00 p.m.

G. Adjourn

Legner/Sparks moved to adjourn. Opall adjourned at 12:42 P.M.