



OFFICIAL MEETING MINUTES
SOUTH AREA FIRE & EMERGENCY RESPONSE DISTRICT
Board of Directors Regular Meeting
Tuesday, January 21, 2020 @ 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 12:00 P.M. by SAFER Chairman Al Opall.

Members Present

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

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

None

C. Consent Items

Approval of prior meeting minutes from November 12, 2019.

- Sparks noted the Business Items that were moved to this meeting was due to the full Board needing to approve 2020 Operational and Capital Budget along with the purchase of ambulances. This needs to be stated in the minutes for November 12, 2019.

Maloney/Legner moved to amend prior meeting minutes from November 12, 2019. Motion carried unanimously.

Approval of vouchers from October and November 2019.

Maloney/Sparks moved to approve vouchers from October and November 2019. Motion carried unanimously.

D. Business Items

2019 Budget Review.

- There are a couple bills for 2019 that will be coming in along with revenue from the Quarterly Ambulance bills for the fourth quarter. This is a preliminary year end budget. Our budget came in \$67,000.00 under. Our revenue line is under \$69,000.00, which is better than previous years. We need to move Sales of Product Revenue to Sale of Equipment Fire or EMS.
- Holiday Pay is incorrect on the Budget with only the half time Budgeted and the time and a half being taken out of Holiday Pay. This has been fixed going forward.
- There are two Audits on this Budget and our Electric, Gas and phones had been paid this Budget which was rolled over from 2017, 2018 and 2019. We have the bills up to date going forward.
- This is not based on the Audit, this is based internal.
- Ambulance revenue was a major part of our revenue for many years. Since then we have lost out on interfacility transfers and we are still looking at different items to bring in revenue.
- The purchase of the 2019 and 2020 Fire Engines were budgeted for 2019 and 2020. The books show the \$180,000.00 was paid in 2019 for the prepayment of the two chassis, which on the books the payment in 2019 is off of the overall bill. We didn't take delivery of the 2019 Engine in 2019, it will be a Capital Work in Progress account.

Action: No action needed.

Discussion and possible action on 2020 Operational Budget.

- The 2020 Operational Budget has not changed since the last time we looked at it, since it was not approved.

Action: Maloney/Legner moved to approve 2020 Operational Budget. Motion carried unanimously.

Discussion and possible action on 2020 Capital Budget.

- Several years we have asked the Town or Village to send in First Quarter of next year Operational check in December to cover the last two payrolls for the year. For 2019 we spoke with Wipfli to have our Capital and Operational accounts split up. On paper the two accounts were separate, however our bank only had one checkbook and one account. In 2019 looking at our bank account we had the money in our bank account to cover the last two payrolls, unfortunately that was Capital for the Fire Trucks. I didn't verify it, and \$150,000.00 was used from Capital. We have replaced those funds from Operational to Capital. With our new bank we have two accounts Operational and Capital, we only have one checkbook and any Capital items that are being paid, the amount will be transferred from Capital to Operational to write the check.
- We have a cash flow problem which has gone down significantly from previous years, though we have a \$150,000.00 shortfall. With that we have three Heavy Rescue trucks and we have used them while our Engine Trucks were being repaired. We have two Tankers; Station 1 goes out here and there when we are outside of a hydrant area, Station 2 goes out usually for mutual aid. We have duplication of stuff, and Chief Savage would like to sell the Tanker at Station 2 and the Heavy Rescue at Station 1. Heavy Rescue would sell for \$75,000.00 to \$100,000.00 and the Tanker would sell for around \$35,000.00. We would also sell miscellaneous equipment that are duplicate items, limit Full Time Overtime, and Chief will be working 24-hour shifts to cover any Battalion Chiefs on vacation. This will help for the foreseeable future.
- The Board stated if we are not using the equipment or have duplicate apparatus, why not sell these this year instead of sitting on the items and the value keeps going down.
- Maloney mentioned the Capital Outlay of Equipment for purchase in 2020 would be everything on the list minus Med-21.

Action: Maloney/Sparks moved to approve 2020 Capital Budget. Motion carried unanimously.

Discussion and possible action on purchase of ambulances.

- This will be relooked for consideration next year per Maloney.

Action: No Action needed.

Discussion and possible action on renewal of EMS contracts.

- Our Ambulance contracts are all coming due at the end of 2020. We like to push these out so they're not always being renewed so quickly. 3 Year is 15% increase over the life of the contract. 5 Year is 12.5% and 10 Year is 10.5%.
- The Board advised that we come back to this in a couple of months.

Action: No action needed.

Discussion and possible action on sale of Fire apparatus.

- The Heavy Rescue and Tanker will be listed for sale nationwide. Minimum bid is \$75,000.00 for the Heavy Rescue and \$35,000.00 for the Tanker.

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

E. Staff Reports

Report from Fire Chief

- Chief handed out an item that didn't make it in the packet. For 2019 we billed \$2,353,345.00 for EMS, though we only collected \$1,094,000.00. Medicare and Medicaid, we can bill any amount and we only get \$195.00, though those patients at Granite Peak we bill an amount and we get about 100%.

Report from Deputy Fire Chief

- None.

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

- None.

The next meeting date is set for Tuesday, February 11, 2020 at 12:00 p.m.

G. Adjourn

Langenhahn/Legner moved to adjourn. Opall adjourned at 1:31 P.M.