

**Meeting Minutes**  
**Edgerton Fire Protection Monthly Board Meeting**  
**Thursday, January 11, 2024**

1. President Sherman called meeting to order at 6:01 p.m. on Thursday, January 11, 2024.
2. Present: John Sherman, Anissa Welch, Kathryn Fosdal, Rob Mawhinney, Jeff Klentz, Dave Kyle, Dave Viney, Evan Sayre, Brian Meyer, John Dohner and Candy Davis. Also Present: Theresa Boston, Theresa Rusch, John Jennings, Tim Tollefson, Paul Hensch, Jim Burdick, Randy Thompson, Doug Kenney, Chief Pickering, DC Whitmore and a few department members.
3. Davis reported meeting agenda was posted on Tuesday, January 9, 2024 at Fire District Headquarters, Piggly Wiggly, Edgerton City Hall and the Edgerton Reporter.
4. Fosdal motioned to account Board agenda, was seconded by Welch, all in favor; carried.
5. Public appearances for non-agenda items (Informational Only - Board may not enter into discussion on non-Agenda items) (limited to 3 minutes):
  - a. Rebecca Anderson, Bookkeeper, came before the Board to discuss the current Bookkeeper's position and why she is leaving. Rebecca indicated she was hired for 20 hrs/ week to do Accounts Payable, HR & Payroll. Now with the additional municipalities, she feels 20 hrs/week is not enough time to do the work. She indicated more hours are needed for this position to complete all of the work. Even though the payroll work has been outsourced to Haagen, it's very challenging as she needs to provide info to Haagen for them to input the information (seems as if it's double work). Rebecca suggests hours to complete the work would be 15-20 hours/week for Accounts Payable, and 15-20 hours/week for HR & Payroll. Because of the challenges to currently working with Haagen, she feels payroll should be handled internally.
6. Viney motioned to approve minutes of November 9, 2023 Monthly Board Meeting, was seconded by Klentz, all in favor; carried.
7. Mawhinney motioned to approve minutes of December 14, 2023 Special Board Meeting, was seconded by Dohner, all in favor; carried.
8. Treasurer report: Davis indicated there was nothing new to report.
9. Old Business
  - a. Update on 2024 Collective Bargaining Agreement currently being negotiated: Chief Pickering reported negotiations are still in process with 2 or 3 items to take more discussions.

- b. Discussion and possible action on funding to pursue implementation of Impact Fees: Chief Pickering reported that if the Board is interested in pursuing an impact fee, it should be handled at each Municipality level. Chief has identified a certified engineering firm that meets the State's requirement to justify implementing an impact fee. Future question would be if the District would want to engage the firm (\$28,000) to develop the engineering study to do background work for each of the Municipalities. The District itself can not implement an impact fee – can only be implemented by each Municipality (Municipal ordinance). An impact fee would be suggested for new construction (forward-looking) residential and commercial. All ten Municipalities should be in agreement for it to be beneficial.

Follow-up: Would the District consider an intergovernmental agreement to have an impact fee for impact dollars to go to fire district?

Klenz motioned for each Board member to take the discussion to each of their Municipality meetings and have further discussion at the February EFPD Board meeting as to their findings. Motion was seconded by Meyer, all in favor; carried.

- c. Update on identifying a new Auditing Firm: Chief reported the auditing firm he reached out to came back with an estimate of \$50,000 to do the EFPD auditing. The Town of Milton just selected an auditing firm so Chief Pickering will work with Milton to get the name of that firm. The problem appears with auditing firms having issues with staffing. Chief will continue to work on this. With the work we are doing with USDA, we will need to have to go back and have auditing completed for the years we haven't so far.
- d. Fire Stations Project:
  - i. Update on process of obtaining USDA funding, and a possible engagement with Cedar Corp to assist with filing requirements: Chief reported we will need to ensure audits for all years have been completed (see auditing firm discussion under 9c).
  - ii. Update on site engineering work: We are through the Schematic Design on all 4 buildings. Certified survey maps are complete for all 4 sites.
  - iii. Update on discussions with a group of developers regarding the former Hwy 59 site (by Hidden Valley): Chief reported there are a group of developers that are discussing resurrecting discussion on the station at the Hwy 59 site. The only way we would look at this would be that any costs to do so would be borne by the developers (no tax payers expense).

## 10. New Business

- a. Discussion and possible action regarding Safety Committee recommendation to standardize on one type of Self-Contained Breathing Apparatus (SCBA): Chief Pickering reported the Safety Committee looked at the new organization and discussed prioritization of what projects needs to be reviewed. The #1 project was SCBAs – station 2 & station 3 have different types of SCBAs. Safety Committee feels the SCBAs needs to be the same for both stations; quotes from local vendors (don't have final estimates) but this can be funded from 2% dues. It appears there would be enough money from the 2% to handle it. At a future meeting, Chief will provide the board with the dollar amount of the SCBAs as well as how much money that is available from the 2% dues.
- b. Discussion and possible action on modifying POP/POC pay rates to include premium pay (1 ½ time) for POP/POC's filling on-duty shifts on recognized Holidays: Chief Pickering reported this has never been done from the Edgerton side, however on the Milton side it was in place prior to the consolidation.

Meyer motioned to modify POP/POC pay rates to include premium pay (1 ½ time pay) for POP/POC's filling on-duty shifts on recognized Holidays. Motion was seconded by Welch, all in favor; carried.

- c. Discussion and possible action regarding sale of 2023 Tahoe (349) to Rock County, and purchase of a replacement Ford Expedition to replace the Tahoe: Chief Pickering reported that the District purchased a 2023 Tahoe for the Shift Captain/Paramedic response vehicle. The only vehicle available at the time was black, so the plan was to "wrap" the bottom of the vehicle red to be consistent with the other department vehicles. The vehicle was delivered on 1/4/2024.

The Rock Count Sherrif's Department placed their 2024 Fleet order for 11 Tahoes, and their vendor notified them they would be rationed and would only receive 5.

Since ordering the Tahoe, Chief became aware of a red 2024 Ford Expedition that was ordered for a fire department "in error", so the dealer was willing to offer deep discounting to sell the vehicle.

The Rock County Sherriff's office offered to purchase our black 2023 Tahoe, and pay to have the warning equipment moved from the Tahoe to the Expedition.

The cost impact of doing the trade is as follows:

Cost of the 2023 Tahoe = \$54,885.05

Cost of the 2024 Expedition = \$55,105.25

The biggest advantage is the Expedition is factory paint red and if we were to wrap the Tahoe, it may need to be refreshed after about 5-7 years.

Fosdal motioned to approve the sale of the 2023 Tahoe to the Sherriff's department purchase the replacement Ford Expedition. Motion was seconded by Meyer, all in favor; carried.

11. Chief/Deputy Chief – Operations/Division Chief - EMS report:

Finished 2023 with 171 simultaneous calls (compared to 124 for 2022 year-end)

Fire inspections 100% completed for 2023

See Chief's full report for additional information

12. Volunteer Association, Inc. report: None

13. Fosdal motioned to pay bills in the amount of \$414,450.40, was seconded by Welch, all in favor; carried.

14. Other legal business to come before the Board: None

15. Davis motioned to go in to Closed session pursuant to Wis. Stat. 19.85(1)(g): "conferring with legal counsel for the purpose of rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved." Discuss severance package for former Division Chief Juliana Linssen. Motion was seconded by Meyer and passed on roll call vote of 12 yes/0 no. Motion also included having Chief Pickering, DC Whitmore and Legal Counsel attend the closed session.

Sherman motioned to go out of closed session and in to open session, was seconded by Meyer, all in favor; carried. Board went in to open session at 8:23 p.m.

16. Act on any recommendations coming out of closed session: None

17. Meyer motioned to adjourn, was seconded by Mahwinney, all in favor; carried. Meeting adjourned at 8:24 p.m.

Respectfully Submitted;

Candy Davis, EFPD Secretary/Treasurer