

**Meeting Minutes**  
**Edgerton Fire Protection District Monthly Meeting**  
**Wednesday, April 17, 2024**

1. President John Sherman called meeting to order on Wednesday, April 17, 2024 at 6:00 p.m.
2. Present: John Sherman, Donna Skau (for John Dohner), Rob Mawhinney, David Kyle, David Viney, Jeff Klenz, Brian Meyer, Theresa Rousch (for Anissa Welch) and Candy Davis. Absent: Evan Sayre & Kathryn Fosdal.
3. Davis reported agenda was posted on Monday, April 15, 2024 at Piggly Wiggly, Edgerton City Hall and Fire District Headquarters.
4. Klenz motioned to accept agenda, was seconded by Skau, all in favor; carried.
5. Public appearances for non-agenda items (limited to 3 minutes):
  - a. Introduction of Heidi Holden: Chief Pickering advised Board that Heidi Holden is the District's Bookkeeper, effective 4/1/2024.
6. Viney motioned to approve minutes of March 14, 2024 Monthly Board Meeting, as presented, was seconded by Mawhinney, all in favor; carried.
7. Treasurer report
  - a. 2<sup>nd</sup> Q Levy Assessment billings will be going out to those municipalities that are on quarterly billing, in the next week.
8. Old Business:
  - a. Update on need for IGA Amendment for Language on Dissolution: Chief Pickering reported there is not a need to amend the IGA with respect for language on dissolution, per Mark Schroeder. USDA accepted Schroeder's information related to this. Nothing further is needed on this with respect to an amendment.
  - b. Update and possible action on 2024 Collective Bargaining Agreement: Chief Pickering reported there is preliminary agreement on all terms. Union leadership will take agreement to membership for possible ratification. Once that is done, it will come before the Board for discussion/agreement.
  - c. Update on discussion and next steps on pursuing implementation of Impact Fees: Chief reported on his information from DOR (see email). Davis advised Board that there are two opinions from two different Attorneys, so the best way to proceed would be to have each Municipality check with their own Legal counsel to see if assessing impact fees would benefit them. The next process should be to send out

RFPs to consulting firms for them to do a study on impact fees. Klenz will contact WI Towns Association to get their thoughts. Davis will start the RFP process.

- d. Update on search for a new Auditing firm: Chief Pickering reported that two auditing firms are willing to give us proposals, pending trial balances for the last 5 years. Chief is working with the Department's accountant to get that information together.
  - e. Discussion and possible action on authorizing special assessment to East Division municipalities to add 1<sup>st</sup> year Interns effective in 2024: Town of Milton, Harmony, Lima, Johnstown have all agreed. City of Milton has not yet addressed it.
  - f. Overview of 2024 Wis Workforce Development projections, and discussion and possible action on employee retention data: Chief Pickering handed out information with respect to attraction and retention practices.
9. New Business:
- a. 1<sup>st</sup> quarter 2024 Inter-Facility Transfer financials: Chief Pickering handed out information related to the financials for the 1<sup>st</sup> quarter IFT business showing revenue of \$31,982, expenses of \$52,296 for a loss of \$20,314.

10. Fire Stations Project

- a. Update on preparation of USDA application / Preparation of Environmental Reviews: Chief Pickering reported there will be a meeting on April 18, 2024 with 5 Bugles & Cedar Corp with respect to pulling all info together. USDA insists on having environmental studies on all 4 sites; this is being worked on now.
- b. Update on development of Construction Management RFQ: Chief Pickering reported he has draft RFQs and will be working on this to give to USDA to review prior to sending out.
- c. Discussion and possible action on moving forward with Design Development Phase: Chief Pickering provided updated funding costs to move to Design Development Phase. This would be borrowing in 2024 with payment due in 2025, and would be additional debt service in 2025 for the Municipalities.

Sherman motioned to authorize the District to borrow \$746,471 for the purpose to complete Design Development and pay initial costs associated with a Construction Manager for a 4 station project. Motion was seconded by Klenz.

Motion passed on roll call vote of 9 yes/0 no

11. Chief/Deputy Chief – Operations/Division Chief - EMS report:  
166 9-1-1 calls for the month; 20 simultaneous calls for the month  
2 structure fires for the month (one in East/ one in West)  
117 (29.4% complete) YTD
12. Volunteer Association, Inc. report: Nothing new to report.
13. Pay bills: Davis motioned to pay bills & payroll in the amount of \$259,955.32, was seconded by Mawhinney, all in favor; carried.
14. Other legal business to come before the Board
  - a. Date for Eastern Division municipalities to meet on funding for continuation of 2024 over-hires: Chief Pickering reported he will contact the Eastern Division members with respect to whatever date is decided to hold the meeting. Date set for Thursday afternoon (4/25) at Milton City Hall at 3:00 p.m.
15. Meyer motioned to adjourn, was seconded by Mawhiney, all in favor; carried. Meeting adjourned at 8:30 p.m.

Respectfully Submitted;  
Candy Davis, EFPD Secretary/Treasurer