KETTLE MORAINE FIRE BOARD MEETING MINUTES
Approved
February 27, 2025

Call to Order: President R. Spurrell called the meeting to order at 6:30pm on February 27, 2025, at North Prairie Municipal Building, 130 N. Harrison St, North Prairie.

Roll Call: C. Mommaerts, J. Davis, G. Planning, C. Wood, D. Hall, and R. Spurrell were all present. B. James was excused.

Pledge of Allegiance: R. Spurrell led the Pledge of Allegiance.

Discussion/action as necessary to approve minutes from January 23, 2025: J. Davis noted the date on the heading on the minute's states January 24th should read January 23rd. Motion by J. Davis to approve the minutes as amended. Motion seconded by C. Wood. No further discussion. All in favor. Motion carried.

Citizen comments/concerns: no action will be taken on any items brought forward: Art Rydzik, 115 N. Harrison St. stated during the budget hearings in September with all three municipalities it was mentioned by a board member that budget conversations should start before the fall. Art said times are getting tougher and maybe the budget conversation should start now on how we can get more money for the department.

Discussion/action as necessary to approve the financial report and monthly account payables: R. Spurrell had a question about what advanced training was done to make us go over the full budget in Advance Training. Chief D. Nottling stated we had 5 people who signed up for Advanced EMT training this semester. R. Spurrell stated that we should transfer the money from Advanced Training to AEMT Training. R. Spurrell also noted that we have 2 A51001 accounts and that AEMT Training should be A51002. D. Hall wanted to confirm that the Village of North Prairie is billing KMFD quarterly for utilities and C. Cliffgard replied yes. She also mentioned that in the agreement KMFD is to pay each municipality $100 and was wondering if this has ever been discussed and if it's built into the budget. R. Spurrell stated that it was brought up last year, but the Village of Eagle has never asked for the $100.00. Motion by D. Hall to approve the financial report and monthly account payables as presented. R. Spurrell asked if she was approving as presented or amended for the moving of the money from Advanced Training to AEMT Training. D. Hall amended the motion to include that change. Motion seconded by J. Davis. No further discussion. All in favor. Motion carried.

Report from Administrative Assistant: C. Cliffgard mentioned to the board that a vendor lost a check for payment, advised her to do a stop payment and to deduct the bank fee from the amount we owed on the invoice. C. Cliffgard and the board discussed the IRS letter we received regarding penalties and interest we owe for December 2021 and the refund we received from the IRS for other penalties. Lastly, C. Cliffgard asked the board if she should continue using the Non-Budgeted expense account for new hire drug testing or use the Physicals expense account as mentioned by Chief D. Nottling. C. Wood and J. Davis both thought using the Physicals expense account would be a better choice since it's part of the physical. C. Cliffgard stated she will transfer the money from Non-Budgeted to the Fire Physicals expense.

Discussion/action regarding issuing a possible survey of the department: This was tabled from the December meeting. R. Spurrell thinks we should go ahead with conducting another survey using the same questions from the previous survey, so we are able to make a comparison with the responses and to help get a better idea of how the department is doing.   Deputy Chief A. Rydzik mentioned that if the survey is sent out, there should be some feedback to the department regarding the results. Motion by R. Spurrell to send out the same exact survey as last year. Motion seconded by C. Wood.   R. Spurrell asked Chief D. Nottling for an updated member email list. Deputy Chief A. Rydzik suggested mentioning in the email to the members that the

board is trying to make a comparison between last year's survey results and this survey, and this may help with participation within the department to complete the survey. D. Hall asked if the officers could send a memo to the members to encourage participation in the survey. She also asked if it has ever been discussed to have a Fire Board member attend a department meeting once a quarter to help open communication between the board and members. No further discussion. All in favor. Motion carried.

Chief's Monthly Report: Chief D. Nottling summarized his written report. He stated that as of February 24, 2025, we are at 81 calls, Engine 33 is back in service, T35 is currently being repaired at Best Truck, the new staffing model is working well with most night shifts being covered and no new update on the AFG Grant we applied for. Chief D. Nottling mentioned based on the feedback from his survey results he will be establishing 4 committees within the department and will be appointing a chair to each committee. Lastly, at the annual awards banquet held on February 22nd, the Firefighter of the Year went to Dave Rockteacher, EMT of the Year went to Dave Pugh, Support Person of the Year went to Dennis Sudbrink, and the Leadership Award was presented to Assistant Chief Steve Wilton. D. Hall mentioned at last month's meeting the board approved an increase in fire services fees and was wondering if a rate chart will be provided to the Fire Board that can then be shared with their boards. Chief D. Nottling stated that the rates were just approved to go into effect on February 21st and will email the chart within a week or two. R. Spurrell asked if retirees were invited to the banquet this year. Deputy Chief A. Rydzik stated they were supposed to get an invite, but there was a breakdown in communication within the committee and those invites were not sent out. R. Spurrell suggested sending out a letter of apology to the retirees for being missed this year and they will get an invite to the banquet next year.

Motion to adjourn: Motion by D. Hall to adjourn. Motion seconded by C. Wood. R. Spurrell adjourned the meeting at 7:21pm.