

**“Approval Pending”**  
**JOINT FIRE COMMISSION MEETING MINUTES**  
**Thursday, September 18, 2008 – 6:00 p.m.**  
**Egg Harbor Town Hall, County I, Carlsville**

Members Present: Chair Steve Schopf, Bill Edwards, Clayton Haen, and Herb Mueller  
Members Absent: Ulla Walser and Skip Ballje  
Also Present: Mark Bogenschutz

**1. Call meeting to order.**

Chair Schopf called meeting to order at 6:02 pm.

**2. Adopt agenda.**

Haen moved, seconded by Mueller to adopt the agenda as presented. Motion passed unanimously.

**3. Open session – Fifteen minutes.**

Mueller conveyed that he had spoke at the Village Board meeting about getting a key for future meetings in the Village Hall. Mueller also thought about looking for new members from the Village for future Commission replacements.

Edwards commented about the gift for Charity for the wedding. Consensus was fine.

Schopf mentioned about upcoming Joint Board report for October meeting. Commission is still looking for a performance review procedure.

**4. Review and Approve minutes of August 15,2008 meeting.**

Mueller moved, seconded by Edwards to approve the August 15, 2008 Joint Fire Commission meeting minutes. Motion passed unanimously.

**5. LOSA Program Peer Review Board report.**

Bogenschutz reported on the letter received August 18, 2008 from Penflex and the 2008 state match of 300.91. See attached.

In addition, Bogenschutz contacted Ryan Beckwith at the Madison branch to set a date for the annual investment review.

**6. SOP/SOG committee report.**

Meeting is set for September 23.

Edwards reported that they were continuing to deal with documents that need to be carefully gone through, ie, By laws, County Documents , etc.

The Committee will continue to work on this.

**7. Fire Chief’s report.**

See attached report.

**8. First Responder’s report**

See attached report (included with Fire Chief’s report)

**9. Planning for 2009 budget.**

The Officers met for budget proposal 2009.

See attached.

**10. Approval of bills for month.**

See attached report for the month of August 2008.

**11. Set date for next meeting.**

October 16, 2008 at 6:00 at the Paul J. Bertschinger Community Center.

Haen moved, seconded by Mueller to adjourn at 7:20 pm. Motion passed unanimously.

Respectfully Submitted,

Mark Bogenschutz

Fire Chief

**bogies**

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**From:** "Egg Harbor Fire Dept." <eggharborfire@dcwis.com>  
**To:** "bogies" <bogies@greenbaynet.com>  
**Sent:** Wednesday, September 17, 2008 6:27 PM  
**Subject:** Fw:

----- Original Message -----

**From:**  
**To:** ;  
**Cc:**  
**Sent:** Monday, September 15, 2008 11:32 AM

For your LOSAP Budget planning purposes, the following came from Penflex.

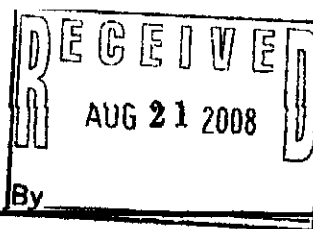
The new Service Award state match amount for the program year will be \$300.91, up \$8.19 from last year.

Patricia C. Gureski  
Clerk-Treasurer  
Village of Egg Harbor  
P.O. Box 175  
Egg Harbor WI 54209-0175  
Tel: 920-868-3334  
Fax: 920-868-9507  
Pop. 261 Winter, 2100 Summer  
**email:**  
**Web:** [villageofegg Harbor.org](http://villageofegg Harbor.org)

9/18/2008

# PENFLEX, INC.

50 Century Hill Drive, Suite #3  
Latham, NY 12110



(800) 742-1409

August 18, 2008

Ms. Pat Gureski  
Village of Egg Harbor  
PO Box 175  
Egg Harbor, WI 54209

Dear Pat:

We are pleased to inform you that the check for the 2007 Wisconsin State Match has been received and deposited into your Service Award Program Trust Fund account held at UBS Financial Services, Inc. on August 7, 2008. If any participants in your Service Award Program were paid a lump sum earlier in 2008 and are due an additional check for the State Match amount, these checks were mailed on August 13th. If you have not yet received your 2007 Annual Report and Statements, please contact us immediately.

You may notice that the State Match was received much later than in previous years (last year's check was deposited on June 19<sup>th</sup>). We believe this is due to extended leaves of absence taken by key members of the state Service Award Board, and anticipate that next year the matching funds will again be received by the end of June.

When new money is deposited into the account, it is a good time to review the total investment allocation of the account and make any adjustments necessary. We encourage you to contact Ryan Beckwith at the Madison branch of UBS at (800) 223-2391 or [ryan.beckwith@ubs.com](mailto:ryan.beckwith@ubs.com) to schedule a portfolio review.

Finally, though our basic services for the 2007 Program Year are now complete, we continue to be available for any questions you may have. Thank you for the opportunity to administer your LOSAP, and we look forward to serving you in the future.

Sincerely,

A handwritten signature in black ink that reads "Anthony Hill".

Anthony Hill  
Vice President & Director of Operations  
[a-hill@penflexinc.com](mailto:a-hill@penflexinc.com)

**Egg Harbor Fire Department Fire Chiefs Report  
For August 2008**

1. Fire Calls/Incidents
  - 08/02/08 Vehicle accident
  - 08/07/08 Cover assignment, standby
  - 08/16/08 Extrication, rescue
  - 08/17/08 Alarm system activation
  - 08/18/08 Outside fire propane leak
  - 08/19/08 Brush or grass fire
  - 08/28/08 Structure Fire
  - 08/29/08 *Agricultural equipment fire*
  - 08/30/08 2 Vehicle accident on Hwy. Total 09
  
2. First Responder Calls Total 21
  
3. Burning Permits Total 03
  
4. Purchases/Expenditures Expected
  - BAYCOM Radio repair \$46.48
  - BATTERY ZONE \$100.00
  - See Steves additional report.
  
5. Department Activities
  - Monthly Truck Checks
  - 08/02/08 Annual Hose Testing
  - 08/04/08 First Responder Meeting
  - 08/12/08 Fire Mtg. Pump practice/exercise
  - 08/28/08 Fire Mtg. Clean and check apparatus
  
6. Administration
  - 08/26/08 DC Chiefs Meeting
  - 08/12/08 Radio Cut over new frequencies
  - 08/22/08 “ “ “
  - 08/25/08 SOG Mtg.

Respectfully  
Mark F. Bogenschutz  
EHFD Chief

**EGG HARBOR FIRE DEPARTMENT  
MONTHLY BILLS**

VENDER	INVOICE #	DESCRIPTION	ACCT #	AMOUNT
Battery Zone	SI+060888	Batteries for lamps and radios	consumables	\$ 150.49
Bendlin Fire Equip.	51843	16" Variable Speed Fan	equip. new	\$ 1,660.00
Bendlin Fire Equip.	51746	Fire Boots	equip. replace.	\$ 119.50
Carquest	D611077	Halogen Lamp for #20	truck main.	\$ 56.90
Carquest	D615257	Carb cleaner #20	truck main.	\$ 6.43
Carquest	D613673	Brake Booster #3	truck main.	\$ 225.43
Carquest	D613689	Brake Fluid #3	truck main.	\$ 10.70
EMP	INV1098933	1st Responder Supplies	consumables	\$ 553.03
Jlm Olson Motors	59191	Manual #20	truck main.	\$ 48.00
Northern Door Communication	5375	Program 2 pagers	equip. main.	\$ 25.00
Red Power Diesel Service	01-698	Filter #21	truck main.	\$ 467.17
Sure-vent Ltd.	14558	Replacement vent saw chains	equip. main.	\$ 500.00
<b>Total</b>				<b>\$ 3,822.65</b>