

Joint Fire Commission Meeting Minutes  
Thursday, July 21, 2011 – 7:00 PM  
Egg Harbor Town Hall – County I, Carlsville

Present: Chair-Bill Edwards, Ulla Walser, Clayton Haen, Carol Ballje, Dick Sandretti, Clarence Scherer, Steve Schopf-Fire Chief, Andy Staats-Assistant Fire Chief, Kelly Popp-Deputy Clerk  
Also Present: Nancy Fisher, Mark Bogenschutz (7:27pm arrival, 7:46 pm departed)

1. Call meeting to order.

Chair, Edwards called the meeting to order at 7:00 p.m.

2. Adopt agenda.

Haen moved to adopt the agenda as was presented, Ballje seconded. Motion carried.

3. Open session – Ten minutes.

Edwards addressed Fisher to comment. Fisher mentioned to the Commissioners a decision was made for a liaison. There would now be a rotation of one Village Board member attending each Joint Fire Commission meeting. She stated Cammack will be attending the August meeting and Cashin will be attending the September meeting. Edwards stated in regards to the Village Boards attendance that he was about 99% sure that there would not be a Joint Fire Commission meeting in September due to two Commissioners being unable to attend -Walser and Edwards. Edwards asked Fisher to provide a copy of the Village Board minutes indicating the decision.

Edwards stated in regards to the Joint Fire Commission liaisons, Schopf was nominated at the June 20<sup>th</sup> Town Board meeting to attend for the Town Board as liaison.

Edwards commented the Egg Harbor Fire Department donation letters went out regarding the defibrillators necessary to be compliant. Schopf stated this will be included in his report.

Sandretti commented he spoke to the advocate regarding the water rescue training. They are interested in writing an article prior to the Egg Harbor Fire Department's water rescue training and also having someone on site when the training takes place. The story may be handed off to Ramelle Bintz.

4. Review and approve minutes of June 16, 2011 meeting.

Walser asked for changes to the June 16, 2011 Joint Fire Commission meeting minutes. Agenda item 8, 1<sup>st</sup> sentence should read Schopf gave Fire Chief/First Responder report as is attached and presented.

Scherer Moved to approve the Joint Fire Commission meeting minutes with the amended changes, Walser seconded. Motion carried.

5. Fire Chief / First Responder report.

Schopf gave Fire Chief/First Responder report. The report is as attached and presented.

- Fire Calls are as attached.
- First Responder Calls as attached.
- Grants: 2011 DNR grant has been submitted. They have not heard anything back yet. The FEMA grant will be written again this year for updating the pagers in dead-space areas.
- Equipment update: the aerial ladder and ground ladders were tested. Equipment tested out well.
- Department Activities:
  - Schopf mentioned the meetings attended.
  - He reported four from the department attended the aerial training with Sister Bay just prior to the Roadhouse fire.
  - He also reported that several first responders worked the Triathlon. They did run generators to keep the fans going in the Med Tent at the event.
  - Public Education at the Sevastopol FFA Dairy Breakfast went well and at the Egg Harbor Campgrounds on July 4<sup>th</sup> week-end went well. 4700 people attended the FFA Dairy Breakfast. They EHFHD handed all their stickers out at the breakfast and restocked.

- Administration: LOSA report was given by A. Staats. He reported that unofficially 24 qualified for LOSA and as of right now, the numbers are up in the qualifying category. Edwards asked if there has been any word from the state about the LOSA amounts. Schopf stated they matched the amount. Schopf will send a copy of the letter in regards to this to Edwards and Sandretti as requested by Edwards.
- Schopf stated the defibrillator letters did go out in the mail now. There was a mix-up with the Village letters sent, but it has been taken care of.
- Schopf mentioned fire training for August will be a live simulation, possibly at Harbor Village on Thursday, August 25<sup>th</sup>.
- When Fire Station #1 is finished and there is a training room, they will be alternating locations monthly for training. It was reported that the Fire Station project is out on bids right now. The bids are due back on July 26<sup>th</sup>.

6. Budget progress report 2012.

Sandretti reported on the budget 2012 progress. Sandretti asked if Fisher would have time after the meeting to sit down and discuss whether they were headed in the right direction with the budget. Fisher said she would be happy to do that. Sandretti reported their budget progress. He mentioned line items; he hopefully will have sheets to back up what the numbers are comprised from. Sandretti passed out examples of supporting documentation for line items in the budget. Schopf stated the 25<sup>th</sup> of July they will be meeting here again for the budget.

Fisher stated it has been confirmed from Krauel the Joint meeting will be August 3 at 6pm in Carlsville and she suggested that perhaps both boards could then take a look at the budget progress for the EH Joint Fire Department. For the Joint Board meeting, Schopf and Sandretti stated they will have some numbers, but they may not be concrete. Fisher stated she appreciated getting together with Sandretti and believes they are headed in the right direction. Fisher suggested that a specific line item be added for training.

7. Discuss slate of Department subordinate Officers.

Schopf was originally hoping to hand out review sheets on Monday. He stated with the budget in progress, he would possibly be looking at the September meeting to hand out the review sheets. Reviews would be done between September and October. This agenda item will be postponed until the next meeting.

8. SOP / SOG Committee report.

Edwards gave SOP/SOG committee report. Edwards stated there is nothing to report at this time.

9. Approval of bills for month.

Schopf gave report of June bills.

Scherer Moved to approve the bills in the amount of \$3,733.88 for the month of June, Haen seconded. Motion carried.

10. Set time and agenda items for August meeting.

The date and time of the August meeting for Thursday, August 18, 2011 was set at 7:00 p.m., location being the Paul J Bertschinger Community Center. It was noted Edwards and Walser would not be here in September. There will not be a September meeting held.

11. Adjourn

Edwards thanked Fisher for joining the meeting. Edwards moved to adjourn the meeting at 8:10 p.m., Walser seconded. Motion carried.

Reported by,  
Kelly A Popp  
Deputy Clerk/Administrative Assistant