

Present: Chair-Bill Edwards, Clayton Haen, Carol Ballje, Dick Sandretti, Clarence Scherer, Ulla Walser, Fire Chief-Steve Schopf, Andy Staats, Deputy Clerk Treasurer-Kelly Popp
Also Present: Village Trustee-Barbara Cammack

1. Call meeting to order.

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

2. Adopt agenda.

Scherer Moved to adopt the agenda as presented, Walser seconded. Motion carried.

3. Open session – Ten minutes.

Cammack commented that everyone or anyone who assisted did a great job cleaning up after Pumpkin Patch this past week-end. Schopf stated they only had one First Responder call during the event. Cammack stated four deputies worked each day and the event seemed well controlled.

4. Review and approve minutes of September 15, 2011 meeting.

Haen moved to approve the minutes of September 15, 2011, Ballje seconded. Motion carried.

5. Fire Chief / First Responder report.

Schopf gave Fire Chief/First Responder report.

- Assisted Sister Bay with Timberline Road Wildfire as per the attached call on both September 16th and 17th. Schopf stated every Fire Department from Egg Harbor North was present and assisting with the Wildfire. They estimated 100 acres of open land and pine trees burned.
- Fire Station #1. The new structure is framed up and closed in now. They are working on the base and façade. No completion date has been indicated yet. It has been the decision the black top will be done this year in fall before costs increase next year. They are waiting for WPS to move the pole so they can run the lines.
- The DNR grant was awarded to the Fire Department this year. This will be used for the remainder of wild land turnout gear, protective masks and foam. The grant was written for a little over \$7,000 and the DNR will be funding ½ of it. Sandretti offered to call in the information of the DNR awarded grant to Mary with Door County Advocate.
- Schopf stated he has had some problems with the department computer. He took it in for repair. Updates were added and the computer seems to be running better.
- Schopf reported LOSA met in October, not in September. Staats gave report and is as attached. It was discussed that they go back and review the Leave of Absence. They may be revisiting the document in the SOG/SOP manual.

6. Approval of proposed 2012 budget.

Sandretti explained the 2012 proposed budget; Joint Fire Commissioners discussed the proposed budget. Sandretti expressed his appreciation for Cammack being present at the meeting tonight; he also expressed his appreciation for all the input and effort from the Fire Chief, Officers, Commissioners, Pam Krauel and others.

Scherer moved to approve and recommend to the Joint Town and Village Board, the proposed 2012 budget as presented. Walser Seconded. Motion carried.

Edwards thanked Staats, Schopf, Sandretti and all the officers for their assistance with the 2012 proposed budget.

7. Discuss State mandated grievance policy.

Schopf commented he did not bring the documents with him tonight. In overview, he stated it was mandated that all municipalities have a grievance policy according to ACT 10 which was passed. It would spell out how all grievances would have to be handled. He explained you cannot use anyone from the Board or your Municipal Attorney for the grievances.

SOG 1210 and the Joint Intergovernmental Agreement will have to be revisited due to the changes.

Schopf suggested the possibility of legal advice on the grievance procedure as well. Schopf wanted the Commissioners to be aware this is a change that has to be mandated. Edwards asked for copies of the documents to be sent to him from Schopf.

8. Approval of bills for month.

Edwards told Schopf not to waste any more expense on the laptop that he is using for the fire department. He was told to get the computer he needs if he has any more problems with this computer. Schopf stated the laptop is at least three years old.

Haen moved to approve the bills in the amount of \$4,522.17 for the month of October, 2011, Scherer seconded. Motion carried.

9. Set time and agenda items for December meeting.

The next Joint Fire Commission meeting was set for December 8, 2011 at 6:00 p.m. at the Paul J Bertschinger Community Center.

A. Staats announced October 27th is a department training meeting at 6pm. They will be leaving Fire Station #2 at 6:00 PM to go to another site where the training will take place. It will be indoor search training.

10. Adjourn

Scherer moved to adjourn the meeting at 8:17 p.m., Ballje seconded. Motion carried.

Recorded by,
Kelly A Popp
Deputy Clerk-Treasurer/Administrative Assistant