

BROOKLYN FIRE & EMS DISTRICT BOARD MEETING MINUTES 6/20/18

Meeting was called to order at 6:32 pm by Vice President John Marx. Members present were Kim Gruebling, Jim Lunde John Marx and Sue McCallum. Also present were Tom Bowers, Dan Dean and Joanne Van Norman. Mark O'Brien was absent.

Motion: Gruebling/Lunde to approve minutes of 5/25/2018 meeting. Mc Callum abstained. Motion carried.

No Public Comments

Danielle Moyer and Kristen Williams from Wegner CPA presented a draft copy of the 2016/17 Financial Budget. If there are no questions, they will finalize and have a final copy with recommendations for the next meeting.

Motion: McCallum/Gruebling to postpone action on replacement of furnace thermostats. Motion carried.

No action on payment of Searl Electric invoice for Simplex work.

Motion: Marx/Lunde to purchase a Canon copier with stapler for \$4465 and contract for maintenance at \$52.50/month. Motion carried.

Motion: Marx/Gruebling to approve Records Retention & Disposition Schedule with the addition of descriptions for Agenda and Liability Insurance. Motion carried.

Chief Bowers reported that Justin Wicik is the new Medical Director, replacing John Beranek. He asked if the purchase of the SCBA units should be a line item on the 2019 Budget or will they be purchased outright. He was instructed to add it to New Equipment line item with a footnote that there is \$110,000 in a CD to offset cost.

EMS Director Dean reported that 3 people were going to take the summer EMT class however, 1 had a scheduling problem and will take class in January. They will be interviewing a part-time person, a driver and an EMT.

He also reported that the Medical Director, Dr. Warbasse will not continue due to family/work issues. We may have to consider hiring someone in the future at a potential cost of \$20,000/year.

We have approval for a Joint Training program with Belleville. There is no longer a refresher class. This can also be attended by First Responders.

John Marx reported that he had obtained an EMS Run Report from Rock County for the Towns of Union and Brooklyn. The report shows date, time and what unit responded. The report is from 10/12/17 – the date that Evansville said they would reverse the protocol. He gave examples of calls that may have been closer for Brooklyn to respond. He will ask for the report quarterly.

Dist. Sec/Treas. reported that the audit would cost \$900 more than proposal due to having to use GASB requirements. They originally thought that we were a "non-profit" organization. The \$900 covers the extra time it took.

She presented a spreadsheet showing the cost of doing routine maintenance on the furnaces and A/C's. Jason Lewis recommended that we have the annual maintenance done by a Heating/Cooling company. Apparently it has not been done in years. Estimated cost for 4 furnaces and 6 A/C would be approximately \$1160 – not including parts or special cleaners. She was instructed to put it on the next meeting agenda.

She reminded everyone of the upcoming Retirement Party for Alton Erickson on July 8th at 1 pm.

Next meeting will be August 15th. Preliminary budgets will be presented.

Motion: Lunde/McCallum to adjourn at 7:56 pm. Motion carried.