

BROOKLYN FIRE & EMS DISTRICT BOARD MEETING MINUTES 6/19/19

Meeting was called to order at 6:34 pm by President Mark O'Brien. Members present were John Marx, Kim Gruebling, Jim Lunde, and Sue McCallum. Also present were Mason Barber, Dan Dean, Sarah Andrisevic, and Joanne Van Norman.

Motion: Gruebling/Lunde to approve minutes of 4/17/2019 meeting. McCallum abstained. Motion carried.

No Public Comments

Chief Barber reported the department is 20 calls ahead of 2018 as of the meeting today. There are 2 more new members as of the June meeting. The department has added a total of 6 new members during 2019. They are finding usable turnout gear for people is scarce. The department has ordered 3 sets of turnout gear and hoping to add 1 more set at the end of the year if the budget allows. Turnout gear is custom built and takes about 4 months to receive. Turnout gear cost about \$2,200 for the pants/jacket set. EMS Director Dean reported they have a lot of spare gear, but it is 15+ years old. The spare gear should be recycled; there is a program with 5Alarm to send the old gear to third world countries. New members need to be on the department for about a year in order to get new gear.

There is a committee working on the design for replacement of engine 2. Engine 2 is 27 years old and the NFPA recommends replacement after 20 years. A preliminary cost for a new engine is around \$670,000. If the department were to duplicate the exact same truck as engine 1, which cost \$478,000 in 2010 when it was purchased, would be \$772,000.

The fire department is still waiting to hear if they've received the AFG grant. The grant would be for 15 air packs, spare bottles and 30 masks. They should be notified by the end of June.

EMS Director Dean reported the department has had 92 calls so far this year, which is 14 calls ahead of 2018. There are 2 new members on the department. They will take the EMT class in the fall at MATC. Ambulance has been out of service 1.8% of the time. The department hosted an open house/pancake breakfast last month. Members have volunteered to support the 4th of July Fireworks event if it were to happen. Sue McCallum asked what the department is doing to replace the daytime staff. They have an interview with a potential applicant in August. EMS Direct Dean reported the Assistant EMS Direct is moving at the end of July, and will be looking to replace him.

John Marx handed out a call summary for 2018 and first quarter of 2019 for fire, medical and traffic calls according to the Dane County Dispatch.

Chief Barber discussed that the boiler/in-heat floor system may not be plumbed correctly. The main source of heat for the engine bay is in-floor radiant heat. A member of the fire department with experience in heating systems discussed the piping for the in-floor heat was not done correctly for the number of zones it has. The last two or three zones for the engine bay are not getting hot enough water because the return pipes are right next to the supply pipes. There were issues keeping the engine bay warm enough during the polar vortex when they were responding to a structure fire and were in and out of the engine bay. The issue has been brought up to the company that installed the system, but they have not been willing to fix it. The District will get another heating company to come out and assess the problem.

The board discussed the date of the joint municipal meeting for the 2020 budget. The date will be September 18, 2019. The Fire Chief and EMS Director will have their budgets done by August

14th, a week before the August meeting. The commission will vote on the proposed budgets during the August meeting.

The board discussed the excess fund balances, specifically the EMS fund balance. They had previously discussed keeping 30% of the excess as a cushion for each department. The undesignated fund balance as of December 31, 2018 for Fire is approx. \$160,000 and EMS is \$147,000. They discussed several uses for that money: reducing the 2020 budget per capita, putting towards a new fire truck, recruiting. John Marx brought up using both departments' excess money for the purchase of the new fire truck. There is nothing in the District Agreement that says EMS money collected can only be used on EMS, that if there is a District need for a huge capital expenditure, they have all that money available. It would reduce the amount of money the District would need to collect from the municipalities. The commissioners are going to present the idea of combing the surplus funds to their respective boards to see what they have to say.

There was a committee meeting on combing the Fire and EMS departments. They have meetings set up with the Fire Chief's from McFarland and Oregon, who have been through this before, to get their inputs and ask questions. John Marx discussed the legal issues relating to the combining the department, he mentioned the district agreement will have to be amended in a few sections, most of it being administrative structure. The bylaws for each department would have to be amended/updated as well, and be approved by the commission.

District Sec/Treasurer reported that she handed out May financial statements. She brought up fire control panel is out of date and will follow up with the Johnson Controls to find out how much it will cost to replace it and when they recommend to do so.

Next meeting will be July 17, 2019.

Motion: Lunde/Gruebling to adjourn at 8:28 pm. Motion carried.