

## BROOKLYN FIRE & EMS DISTRICT BOARD MEETING MINUTES 11/20/19

Meeting was called to order at 6:35pm by President Mark O'Brien. Members present were Kim Gruebling, John Marx, Brit Springer, and Jim Lunde. Also present were Mason Barber, Dan Dean, and Sarah Andrisevic.

Motion: Lunde/Gruebling to approve minutes of 10/16/2019 meeting as written. Springer abstained. Motion carried.

No Public Comments

No action on putting unallocated EMS funds into a CD for capital equipment until 2020 to shop around for interest rates.

No action on SCBA equipment purchase. Purchase had already been approved in 2017. Chief Barber reported the total amount for the equipment is \$116,423. Payment will be due upon delivery.

Motion: Marx/O'Brien to move ahead with signing of fire truck purchase order. The District Secretary will contact each municipality to find out when the funds will be received by the District. Chief Barber would like to have the funds by mid-December to have the truck ordered. Full payment is required when ordering the truck to receive the pre-payment discounts and to avoid a 3% price increase if ordered after January 2020. He also reported there are a lot of other trucks being ordered in January and if the District waits until then, it could add another 3-6 months on to the build time.

Chief Barber reported the department is 30 calls ahead of 2018. At the end of October, the department was at 141 calls, compared to 111 at the end of October 2018. The larger calls are usually outside of the District. The department did not receive the AFG grant. There are 2 members attending the firefighter entry level classes in Stoughton, 1 at MATC and 6 are in the officer training class.

John Marx handed out a report that shows a summary of the type of calls the department responds to in and out of the District. The report was for January through October. The department actually responded to more calls in the village of Oregon (51) than any of the municipalities in the District. Village of Brooklyn (49), Town of Brooklyn (29), Town of Oregon (19), Town of Rutland (40) and Town of Union (7). The types of calls were: Fire (74), Medical (124) and Traffic (21). Total in District calls (144), and out of District (75).

EMS Director Dean handed out a report through November 19<sup>th</sup> that shows the 174 medical calls they have responded to. It breaks out the calls by municipality, type of call, call location, time of day, average call times. Average amount of time to be in route is 4 minutes, 9 seconds. Average amount of time to arrive on scene from the station is about 6 minutes. Average amount of time on scene is 17 minutes. Average amount of time to transport to the hospital is 23 minutes. Average amount of time to return to the District from the hospital is 30 minutes. EMS Director Dean reported the oversight lights have been fixed. The control panel had been damaged by a lightning strike.

A claim has been filed with the insurance company. The total cost to fix the damage was \$3,376. There is a \$1,000 deductible, and \$2,376 will be reimbursed by the insurance company.

EMS Director Dan reported a survey was sent out to the members regarding the merger of EMS/Fire departments. 43 surveys were sent, 25 responded. 20 were in favor and 5 were undecided.

The squad and engine will need to get Windows 10 and a 64 bit processor in order for the CAD software update to work. The CAD will not work after January 12<sup>th</sup> if they do not get updated. It will be about \$4,500 per vehicle for that.

Motion: Marx/Gruebling to approve audit proposal by Wegner CPAs for approximately \$11,000. Wegner performed the 2016/2017 audit for the District. The District Secretary presented 3 audit proposals for the 2018/2019 audit. Motion carried.

Next meeting will be December 18<sup>th</sup>.

Motion: Gruebling/Marx to adjourn at 7:49 pm. Motion carried.