

**EAGLE FIRE COMMISSION
UNAPPROVED MEETING MINUTES
November 10, 2009**

MUNICIPAL BUILDING MEETING:

Ballman called the meeting to order at 7:02 pm and led the Pledge of Allegiance. Roll call: T. Gillette, B. Kwiatkowski, R. Spurrell, C. Ballman and S. Kezman all present. Chief Heim, Asst. Chief Hein, J. Whettam and Secretary G. Laine were also present.

Public Comment – None

Minutes: Motioned by Gillette and seconded by Kwiatkowski to approve the minutes from the September 8, 2009 meeting. Motion carried all in favor. Spurrell pointed out that the minutes from October 13, 2009 could have been approved at last months meeting because there were 3 members present and the majority vote becomes the majority of people present. Motion by Kwiatkowski and seconded by Kezman to approve the minutes from the October 13, 2009 meeting. Motion carried 4 in favor with Spurrell abstaining.

Treasurer's Report/Accounts Payable: Motioned by Kwiatkowski, seconded by Kezman, to approve the accounts payable/treasurer's report. Motion carried 4 in favor with Spurrell abstaining.

Municipal Building Committee Items:

Discussion of cleaning expense for Budget: Sec. Laine presented the board with current cleaning payroll expenses for this year. Discussion followed. Kwiatkowski feels that the weeding should be done by Village and Town maintenance not by the cleaning employee. However, Spurrell pointed out that the cleaning/maintenance policy would need to be revised at the next meeting.

Discussion/Consideration to purchase two lighted switches for both public restrooms:

Kwiatkowski explained that a handicapped citizen had the light turned off on her and panicked. Discussion followed. Motioned by Kwiatkowski, seconded by Spurrell, to approve the purchase of lighted switches for both restrooms. Motion carried all in favor. Gillette will purchase them.

Motion to adjourn made by Kwiatkowski, seconded by Kezman. Motion carried all in favor.

Meeting adjourned by Ballman at 7:18 pm.

FIRE STATION BUILDING MEETING:

Ballman called the meeting to order at 7:18 pm. Roll call remains the same.

Public Comment: none

Minutes: Motioned by Kwiatkowski, seconded by Ballman to approve the minutes from the October 13, 2009 meeting. Motion carried 4 in favor and Spurrell abstaining.

Treasurer's Report/Accounts Payable: Motioned by Spurrell, seconded by Gillette to approve the treasurer's report and accounts payable. Motion carried all in favor.

Building Items: The air handler is not functioning. Chief Heim had Martins Plumbing come and quote the repair, which came in at approximately \$1400. They will be in later this week to complete the repair. Discussion followed. Kwiatkowski asked Chief Heim to make it part of their regular maintenance checks each month

Motion to adjourn made by Kwiatkowski, seconded by Ballman. Motion carried all in favor.

Meeting adjourned by Ballman at 7:24 pm.

FIRE DEPARTMENT OPERATIONS MEETING:

Spurrell called the meeting to order at 7:24 pm. Roll call remains the same.

Spurrell made the announcement for possible closed session per WI state statute 19.85(1)(c) to discuss performance evaluation data for the Eagle Fire Chief and Fire Commission Secretary and compensation of the Fire Commission Secretary.

Public Comment: None

Minutes: Motioned by Kwiatkowski, seconded by Kezman, to approve the October 13, 2009 meeting minutes. Spurrell pointed out 1 amendment that needed to be made, therefore the motioned was amended by both Kwiatkowski and Kezman to include the amendment. Motion carried 4 in favor and Spurrell abstaining.

Treasurer's Report and Accounts Payable: Motioned by Gillette, seconded by Kezman to approve the accounts payable and treasurer's report. Motion carried all in favor.

Secretary's Report: Sec. Laine stated that there is another CD maturing. The board asked that she continue to stagger the CD's. The auditors will be coming next month to present their financial report.

Review/Consideration of Kettle Moraine Billing: Janet sent Sec Laine her excel document of all items in collections for review and is recommending to the board accounts for consideration of removal for non payment. Discussion followed. Motioned by Kezman, seconded by Kwiatkowski to make a recommendation to the Village/Town boards to write off all 14 accounts on the cover sheet. . Discussion followed. Motion carried 3-2. Kwiatkowski would like to see this process continue on a quarterly basis. He also suggested that items that are paid in full remain on this report but are marked as so to see progress.

Discussion/Consideration of a Debit/Credit card for the Fire Chief for discretionary spending:

Kwiatkowski checked to see if there were any legal issues if the EFC could set up their own account. The board would have to develop a policy. Kwiatkowski will contact the bank representative to present more information for the next meeting.

Discussion/Consideration to switch to Life Quest for Ambulance Services: Motioned by Spurrell, seconded by Gillette to deny Life Quest and stay with Kettle Moraine for ambulance billing. Motion carried all in favor.

Officers Report

Fire Chief: The Pancake breakfast was a huge success. Approximately 700 people came through the Fire House. Chief Heim remind the EFC that he will be at the Fire Academy next month for two weeks during the EFC meeting and also January he will be taking vacation therefore he won't be at that meeting either. He will be sending fire department representation to both meeting during his absence.

Update on Daytime and Weekend Fire/EMS Coverage: This months' coverage for weekends is at 30% and daytime is 100%.

Fire & EMS Call Totals: 2-Fire & 16-EMS, YTD-246 calls

Motioned by Kwiatkowski, seconded by Gillette to go into closed session per WI state statute 19.85(1)(c) to discuss performance evaluation data for the Eagle Fire Chief and Fire Commission Secretary and compensation of the Fire Commission Secretary.

Roll call vote – Kesman – yes, Kwiatkowski – yes, Spurrell – yes, Gillette – yes, Ballman – yes, motion carried all in favor.

Closed session at 8:12. Motioned by Kwiatkoski, seconded by Ballman to reconvene into open session. Motion carried all in favor. Open session at 9:52.

There was not action on items discussed during closed session.

Motion to adjourn made by Kwiatkowski, seconded by Gillette. Motion carried all in favor.

Meeting adjourned by Spurrell at 9:53 pm

Prepared by: G. Laine -Secretary/Treasurer