

**EAGLE FIRE COMMISSION
APPROVED MEETING MINUTES
October 13, 2009**

MUNICIPAL BUILDING MEETING:

Gillette called the meeting to order at 7:01 pm and led the Pledge of Allegiance. Roll call: T. Gillette, B. Kwiatkowski and S. Kezman all present, R. Spurrell excused and C. Ballman absent. Chief Heim, Deputy Chief Nelson, J. Whettam and Secretary G. Laine were also present.

Public Comment – None

Minutes: Motioned by Kwiatkowski and seconded by Kezman to approve the minutes from the August 11, 2009 meeting. Motion approved all in favor. Motion by Kwiatkowski and seconded by Gillette to approve the minutes from the September 8, 2009 meeting. Motion failed with 2 approving and Kezman abstained because of his absence, therefore lack of quorum to approve.

Treasurer's Report/Accounts Payable: Secretary Laine presented the board with some figures for the cleaning payroll costs. Discussion followed. Kwiatkowski asked that further discussion occur at next months meeting. Motioned by Kezman, seconded by Kwiatkowski, to approve the accounts payable/treasurer's report. Motion carried all in favor.

Municipal Building Committee Items:

Update on repairing binding door at West entrance: Kwiatkowski explained the issue has been fixed. Repaired the weather stripping stop at the bottom of the door..

Update of 2010 proposed budget: Approved by Town and Village boards last month.

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

Meeting adjourned by Gillette at 7:15 pm.

FIRE STATION BUILDING MEETING:

Gillette called the meeting to order at 7:15 pm. Roll call remains the same. Ballman arrived at 7:20.

Public Comment: none

Minutes: Motioned by Gillette, seconded by Kwiatkowski to approve the minutes from the September 8, 2009 meeting. Motion carried 3 in favor and Kezman abstaining.

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

Building Items: None

Update of 2010 proposed budget: It was approved at by the village and town boards last month with no changes.

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

Meeting adjourned by Gillette at 7:23 pm.

FIRE DEPARTMENT OPERATIONS MEETING:

Kwiatkowski called the meeting to order at 7:23 pm. Roll call remains the same with the addition of C. Ballman.

Public Comment: Deputy Chief Nelson is concerned because the membership by-laws does not allow for reimbursement of bills to the EFC for expenses that would normally be the EFC's. He would like to see the EFC continue to pursue the idea of the Fire Chief having an account to use for discretionary

spending, debit/credit or petty cash. Kwiatkowski stated that this issue is still being worked on. Also Nelson would like to see the EFC continue to pursue the idea of paid on call service. Kwiatkowski informed Nelson that it is an item that needs to go on the Village/Town agendas because it a referendum item and direction for this must come to the commission from the municipalities. Further discussion followed.

Minutes: Motioned by Gillette, seconded by Ballman, to approve the September 8, 2009 meeting minutes. Motion carried 3 in favor and Kezman abstaining.

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

Secretary's Report: Nothing additional to report.

Discussion/Consideration of auditor's request for correspondence from legal representation: Sec Laine stated that R. Spurrell has received a request from the auditor requesting that both Village and Town attorneys review a letter, sign and send back to the auditor as part of the current audit standards. Discussion followed. Motioned by Kwiatkowski, seconded by Gillette to table until next month when Spurrell can be present. Motion carried all in favor.

Review of Kettle Moraine Billing: Janet Whettam presented what she had worked out with WCC so far regarding current billing in collections. Kwiatkowski stated the board is looking to see a true representation of what is collectable and what needs to be written off as non-collectable. Further discussion followed. Janet will continue to work with WCC to report for accounts over 7 years and other non collectible items. Janet will send Sec Laine her excel document of all items in collections for review and than recommend to the board accounts for consideration of remove for non payment at the next meeting.

Discussion/Consideration of a Debit/Credit card for the Fire Chief for discretionary spending: Kwiatkowski has discovered that Chase is only offering a Debit card with all users being under one account. This would not work to have all departments on one account. Kwiatkowski asked the Chase representative to pursue it further as a credit card. Sec Laine asked if the EFC could set up their own account as discussed several months ago. Kwiatkowski will look into legal issues. Motioned by Kwiatkowski, seconded Ballman to table until next month. Motion carried all in favor.

Discussion/Consideration of Chief Heim's request to carry over a week of vacation to 2010:

Officers Report: Chief Heim stated that the HR policy states that he can not roll over vacation 2 years in a row. Chief is looking for an exception due to his current travel schedule. Motioned by Gillette, seconded by Ballman to allow the Chief to roll over one week of vacation, which would give him 3 weeks vacation next year. Discussion followed. Motion carried all in favor

Fire Chief: 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.

The department has a pancake breakfast fundraiser scheduled for October 31st in conjunction with the village pumpkin party. He is hoping for a good turn out.

Update on Daytime and Weekend Fire/EMS Coverage: This months' coverage for weekends is at 85% and daytime is 100%.

Fire & EMS Call Totals: 9-Fire & 10-EMS, YTD-229 calls

Discussion/Consideration of 2010 proposed budget: No figures changed just categories. It was approved by village and town boards last month.

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

Meeting adjourned by Kwiatkowski at 8:06 pm

Prepared by: G. Laine -Secretary/Treasurer- Revised 11/10/09