

**Holmen Area Fire Board
Board Meeting
Holmen Area Fire Department – Meeting Room
November 17, 2016
6:30 pm**

President Bogert called the Holmen Area Fire Board meeting to order at 6:30 pm on November 17, 2016 at the Holmen Area Fire Department Meeting Room.

Board members present by Roll Call: Kathy Warzynski, Jerome Pedretti, Bill Ebner, Chuck Olson, Stan Hauser and Rolly Bogert. Also present was Assistant Fire Chief Bulawa, Assistant Chief Wes Linberg and Chief Menches.

Motion by Bill Ebner, Seconded by Jerome Pedretti to Approve the minutes of the October 20, 2016 meeting. Carried

Chuck Olson gave an overview of our current financials. He indicated that he and Chief Menches feel we should end the year very close to the projected total budget. He pointed out that the expenses for attorney, accounting firm and part-time wages and the contract for Chief Menches may bring us over budget but cash flow will allow bills to be paid in proper timelines.

Residents Comments: None

Firefighters Comments: None

Assistant Chief Bulawa reported on calls since our October meeting. A total of 63 calls including 51 medical, 10 fire calls and 2 other. He showed the Board a sample of some of the new Turnout Gear. Not all pieces has arrived yet but are in process.

Chief Menches gave the Board an update of the activities the Department did for October Fire Prevention Month. Numerous groups toured the station and the Saturday Open House was attended by aprox 300 people. He credited Jeffery Hoch, an independent consultant with assisting in successfully organizing the events along with the Full- and Part-time staff. He presented the Board with the new Recruitment Brochure and gave an update on the Career Fair at WTC that the Department participated in. Assistant Chief Bulawa also gave an update on the equipment to be purchased with the donation of \$15,000 from the Firefighters Rec Fund. Thank you to the Firefighters for this donation.

The 2017 Budget was brought forward for action after being presented at the October meeting. Motion was made by Chuck Olson, Seconded by Bill Ebner, Carried

Assistant Chief Bulawa informed the Board that the 2017 Health Insurance premium will increase arox \$15,000. He is checking various options to reduce the cost and will report at a future meeting.

Chief Menches presented the need for uniformity in having a common Building and Fire Code throughout the fire district. Consensus of the Board was to ask each municipality to bring forward two members from their respective Planning Committees to work toward that goal. This will be further discussed at a future meeting.

Discussion was held regarding a fire department impact fee in all municipalities. Consensus was that doing so at this time would not be possible.

Motion by Jerome Pedretti to convene into closed session pursuant to Wis. Stats. 19.85(1)(c) for the purpose of "Considering employment, promotion, compensation or performance evaluation" related to four matters involving the full time and part time employment positions over which the governmental body has jurisdiction or exercises responsibility, Seconded by Stan Hauser, Carried by Roll Call vote.

Motion by Chuck Olson, Seconded by Bill Ebner to reconvene in open session. Carried by Roll Call vote.

Motion by Jerome Pedretti, Seconded by Bill Ebner to approve back pay of \$3666.66 for 2016 overtime from January thru September for Jeremy Cook and Frank Garrow. Carried.

Motion by Chuck Olson, Seconded by Stan Hauser to approve HAFD Departmental Policy Letter 106 addressing minimum qualification standards with phase-in date, call-back participation and training participation. Carried

Motion by Bill Ebner, Seconded by Jerome Pedretti to change the medical response pay from a per call basis to an hourly rate. Carried

Motion by Jerome Pedretti, Seconded by Chuck Olson to hire Jeffery Hoch as an independent contractor for his services as a Public Education Specialist not to exceed 120 hours at \$10.00 per hour for 2017. Carried

Motion by Bill Ebner, Seconded by Chuck Olson to accept a bid of \$6600 for the sale of Unit T763. Carried

M/S/C to adjourn

Chuck Olson, Secretary/Treasurer