

Fire District Minutes
February 2, 2010

Present: Brockman, Page, Luker, Pape, Stoeberl, Johnson, Miller, Chief Fredrick (ex officio), members of the public, the Ripon Channel

The meeting was called to order by President Pape at 7:07 p.m.

1. The secretary's report was distributed at the meeting. Motion (Stoeberl/Miller) to approve the minutes as distributed passes 7-0.
2. The treasurer's report was distributed at the meeting. Johnson met with Mashack earlier today and had a few notations on the report. He stated that the equipment replacement fund is at 37,061.59 from past contributions to the fund. The building fund balance remains at 990.65 and Johnson recommended that the full amount be moved to the equipment replacement fund. In addition, the capital fund holds a little over 60 dollars after expenses on this invoice report (rescue truck), which could also be placed in the equipment replacement fund if the Board desired it. Johnson noted that under grants there is \$11,949.08. The Chief noted that the total amount of the grant for radios is \$15,932.10 (OJA), which we must pay up-front and then we will be reimbursed from the county 75% (we pay a 25% contribution). The Chief recommended that our 25% (approximately \$4000) would come from monies budgeted under 10-2201-43522 with a budgeted amount of \$5405 if we decline the DNR grant, which was for a variety of different equipment (50/50 grant). Motion (Johnson/Luker) to move the balance of the building fund of 990.65 into the equipment replacement fund passes 7-0. Johnson asked a clarifying question about mileage reimbursements, and the Chief noted that the men had carpooled to go to fill St. Anna's station. Johnson noted that the money has not yet been received from the municipality and townships yet (it was just invoiced), but the invoices we approve this evening will be paid when the money is received. Pape noted that the Town of Ripon is up-to-date on past fire dues and has reimbursed the City of Ripon on the rescue truck. Motion (Stoeberl/Brockman) to approve the treasurer's report as distributed passes 7-0.
3. No communications to report.
4. The Chief's report was distributed at the meeting. The Chief noted that we have been approved for a Webster grant. The Chief had requested \$3000, earmarked for ice and cold water rescue, and the Chief asked what the Board's decision would be related to acceptance of the grant considering that the Board's earlier recommendation did not include a positive recommendation to pursue ice and cold water rescue equipment. Page indicated that it would not be appropriate to accept the grant if such equipment would not be pursued. The Board discussed requesting that Mr. Webster consider allowing us to use the grant to purchase radios for the department. The Board then could accept the 50/50 grant from the DNR. Motion (Stoeberl/Miller) to instruct the Chief to approach the Webster

Foundation and ask that Webster grant funds be redirected toward the OJA radio grant passes 7-0. Motion (Stoeberl/Brockman) to accept the Chief's report passes 7-0.

5. No updated information on aerial ladder information gathering.
6. The Board requested that by-laws be brought to the Board by the March meeting with Board approval anticipated for April. Sorenson will forward an updated set of by-laws to the Board prior to the March Board date.
7. Policies and procedures manual will continue to be addressed at the next meeting. Luker noted that the rationale for creating a policies and procedures manual was so that the Board does not have to change by-laws every time a policy change is made. The Board agreed that a set of guidelines should be established with input from the Chief and Board members. Johnson recommended that a sub-committee be created including Board members and officers of the department so that the burden is not on the entire Board, nor the Chief, to craft said document, which can then be further developed over time. Miller suggested that other department policy manuals be reviewed. Motion (Miller/Luker) to create a 4-member sub-committee to craft a Fire District Policy Manual, to supplement the by-laws, to be brought to the Board for discussion and approval within 90 days passes 7-0. Brockman nominated Mr. Luker to serve on the sub-committee. Pape nominated Mr. Stoeberl to serve on the sub-committee. The Chief will choose two representatives to fill out the remainder of the sub-committee. Luker and Stoeberl accepted the nominations.
8. Motion (Stoeberl/Miller) to adjourn to Closed Session under Wisconsin Statutes 19.85 (1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility" re: performance review of fire chief passes 7-0. The Board went into closed session at 8:10 p.m.

Respectfully submitted,
Joel Brockman
Board Secretary