

BOARD OF DIRECTORS MEETING
HELD NSFD HEADQUARTERS
4401 W. RIVER LANE, BROWN DEER, WISCONSIN

February 19, 2019

1. CALL TO ORDER

The meeting was to order at 5:05 p.m.

Present: Sam Dickman, representing Bayside
Carl Krueger, representing Brown Deer
Douglas Frazer, representing Fox Point
Bryan Kennedy, representing Glendale
Peter Kingwill, representing River Hills
Rebecca Ewald, representing Shorewood
Julie Siegel, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief
Andrew Harris, Assistant Chief
KateLynn Harrigan, Finance Director
Kerry Wenzel, Administrative Coordinator
Michael Hall, Brown Deer Village Manager
Rachel Safstrom, Glendale City Administrator
Paul Boening, Whitefish Bay Village Manager

2. PERSONS DESIRING TO BE HEARD

3. CONSIDERATION OF MINUTES

It was moved by Mr. Dickman and seconded by Ms. Siegel to approve the January 15, 2019 Board of Directors Minutes. Motion carried unanimously.

4. FIRE CHIEF'S REPORT ON DEPARTMENT ACTIVITIES RELATING TO DEPARTMENT CALLS, STAFFING, APPOINTMENT/PROMOTION NEEDS, TRAINING, FIRE PREVENTION ACTIVITIES AND UPCOMING EVENTS

Chief Whitaker stated the Department has eight accepted conditional offers for the spring hires. The candidates are working through meeting the conditions in anticipation of the April Academy. He noted the 2019 Strategic Plan and 2018 Annual Report are available for review.

5. NSFD COMMISSION CHAIRPERSON'S REPORT

6. COMMITTEE REPORTS

FINANCE COMMITTEE

The Finance Committee met and received the financial report.

7. **2019 SUMMER PUBLIC EDUCATION CAMPAIGN**

Chief Whitaker stated the Department will be delivering Hands Only CPR instruction at block parties this summer. Staff will monitor the change and make necessary adjustments throughout the summer.

8. **FOLLOW UP TO CITIZEN CONCERN REGARDING DEPARTMENT POLICY ON BILLING FOR NO-TRANSPORTS**

Chief Whitaker reviewed the no-transport billing concerns with our billing company. Due to the vast differences in insurance coverages, it is difficult to train our providers on different insurance coverages. The Department will educate staff on the Department's position that it is always recommended to be transported to an emergency department by an ambulance.

9. **SHOREWOOD FIRE STATION 83 UPDATE**

The signed agreement is in the packet. Request for proposals were sent this week to architect firms. Staff hopes to have more information available at the March meeting.

10. **DISCUSSION AND POSSIBLE APPROVAL OF CONTRACT FOR REMODEL OF WHITEFISH BAY FIRE STATION 84 WITH CORPORATE CONSTRUCTION, INC.**

Chief Whitaker stated bids for the Station 84 project were opened on January 31. The Department received six bidders and the lowest bidder was Corporate Construction. Discussion followed.

Ms. Ewald stated the debt percentages are unknown at this time. Chief Whitaker stated Ehlers provided a best estimate for these debt percentages for each municipality. Chief Whitaker will work with Baker Tilly for their recommendations on what may be needed from an accounting standard. He added, to solidify the percentages may require a change in the Fire Services Agreement.

It was moved by Mr. Frazer and seconded by Ms. Siegel to accept the Corporate Construction, Inc bid for the Station 84 project and approve signing the contract. Motion carried unanimously.

11. **CONSIDERATION AND POSSIBLE APPROVAL OF RESOLUTION 19-02: A RESOLUTION RECOMMENDING APPROVAL OF RESOLUTIONS CONFIRMING THE MEMBER MUNICIPALITIES OBLIGATION TO CONTRIBUTE TO THE NORTH SHORE FIRE DEPARTMENT'S BUDGET TO PAY THE DEBT SERVICE ON BONDS ISSUES BY THE VILLAGE OF WHITEFISH BAY**

It was moved by Mr. Dickman and seconded by Mr. Krueger to adopt Resolution 19-02: A resolution recommending approval of resolutions confirming the member municipalities obligation to contribute to the North Shore Fire Department's budget to pay the debt service on bonds issues by the Village of Whitefish Bay. Motion carried unanimously.

12. CONSIDERATION AND POSSIBLE APPROVAL OF RESOLUTION 19-03: A RESOLUTION APPROVING A SINGLE OR MULTI YEAR CAPITAL BUDGET FOR REMODEL OF THE WHITEFISH BAY FIRE STATION IN 2019

It was moved by Mr. Dickman and seconded by Mr. Frazer to adopt Resolution 19-03: A resolution approving a single or multi year capital budget for remodel of the Whitefish Bay Fire Station in 2019. Motion carried unanimously.

13. CONSIDERATION AND POSSIBLE APPROVAL OF RESOLUTION 19-04: A RESOLUTION SUPPORTING A CHANGE IN STATE OF WISCONSIN STATUTES EXEMPTING TAX LEVY AUTHORIZED UNDER STATE STATUTE 66.0602(3)(H)2 FOR JOINT FIRE DEPARTMENT TO BE EXCLUDED FROM THE CALCULATION DETERMINING ELIGIBILITY FOR QUALIFICATION FOR THE EXPENDITURE RESTRAINT PROGRAM UNDER STATE STATUTES 79.05(2)

It was moved by Mr. Dickman and seconded by Frazer to adopt Resolution 19-04: A resolution supporting a change in State of Wisconsin statutes exempting tax levy authorized under state statute 66.0602(3)(h)2 for joint fire department to be excluded from the calculation determining eligibility for qualification for the expenditure restraint program under state statutes 79.02(2). Motion carried unanimously.

14. ANNOUNCEMENTS

15. DATE AND LOCATION FOR NEXT MEETING

The next meeting will be held on March 12, 2019 – Fox Point Village Hall.

16. ADJOURNMENT

It was moved by Mr. Krueger and seconded by Ms. Siegel to adjourn. Motion carried unanimously at 5:57 p.m.

Carl Krueger
Secretary/Treasurer
NSFD Board of Directors