

North Shore Fire Department Board of Directors Meeting Minutes: September 10, 2019

Meeting Location: Bayside Village Hall, 9075 N. Regent Rd., Bayside, WI

1. CALL TO ORDER

The meeting was to order at 8:02 a.m.

Present: Sam Dickman, representing Bayside
Wanda Montgomery, representing Brown Deer
Bryan Kennedy, representing Glendale, arrived 8:10 a.m.
Peter Kingwill, representing River Hills
Rebecca Ewald, representing Shorewood
Paul Boening, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief
Andrew Harris, Assistant Chief
KateLynn Harrigan, Finance Director
Kerry Wenzel, Administrative Coordinator
Andy Pederson, Bayside Village Manager
Michael Hall, Brown Deer Village Manager
Greg Sikora, Local 1440

2. PERSONS DESIRING TO BE HEARD

None.

3. CONSIDERATION OF MINUTES

It was moved by Ms. Montgomery and seconded by Mr. Kingwill to approve the August 13, 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 over the next few months the Department will undergo a review of our ISO rating. Staff is working to rewrite the Department's Strategic Plan; the Department's community survey is currently open and accepting responses. Contract negotiations are open with Local 1440. Temporary housing has been brought in for Staff at Station 84 due to the construction project.

5. NSFD COMMISSION CHAIRPERSON'S REPORT

No report.

6. MONTHLY FINANCIAL REPORTS – KATELYNN HARRIGAN

Ms. Harrigan stated the Department is 66.67% through the fiscal year. Revenue is at 67.63% and expenditures are 68.63%. She stated the Department is running a small deficit. August was a three-payroll month and the Department is experiencing high overtime due to open positions. Staff is closely monitoring these items.

7. DISCUSSION AND CONSIDERATION REGARDING 2020 OPERATING BUDGET AND 2020-2022 CAPITAL IMPROVEMENT PLAN

Ms. Harrigan stated the Department received their health insurance renewal at 4.8%. Staff believes a 2.3% municipal increase is needed due to unsettled contract negotiations and also IT needs. Mr. Kennedy asked what the comparable wage increases were. Chief Whitaker stated the Department has seen between 2-3%. He added, in the long-range financial plan it has shown if the municipal increase does not keep up with the negotiated wage increase, the Department will have to look at alternative options to present a balanced budget. Mr. Kennedy stated he is comfortable with a 2.3% increase. Chief Whitaker stated that the Fire Services Agreement indicates a budget must be adopted by September 30th.

It was moved by Mr. Kennedy and seconded by Mr. Kingwill to approve the 2020 budget as presented and recommend adoption to member municipalities. Motion carried unanimously.

8. DISCUSSION AND CONSIDERATION OF RESOLUTION 19-07: IN THE MATTER OF RECOMMENDING THE GOVERNING BODIES OF THE MEMBER MUNICIPALITIES OF THE NORTH SHORE FIRE DEPARTMENT PASS A RESOLUTION ALLOWING AN OPTION FOR THE MEMBER MUNICIPALITIES OF THE NORTH SHORE FIRE DEPARTMENT AN EXCEPTION TO THE LEVY LIMITS FOR CHARGES FOR THE NORTH SHORE FIRE DEPARTMENT PURSUANT TO 2005 WISCONSIN ACT 484

Chief Whitaker stated the Board has passed this resolution the last two years. It allows a member community to exempt their charges from the levy limit. This action will take place at our board as well as at the municipal level. Mr. Kennedy asked how many municipalities have used this exception. It was noted Bayside, Brown Deer, Glendale, and River Hills have used this exception. Whitefish Bay has not used it but has always supported it. It was decided to lay this matter over until October.

9. DISCUSSION AND CONSIDERATION OF RESOLUTION 19-08: A RESOLUTION APPROVING THE 2020 NORTH SHORE FIRE DEPARTMENT FEES FOR SERVICE SCHEDULE

Chief Whitaker stated the Fee Schedule is approved at our Board level as well as at the municipal level. He added the EMS fee schedule has been adjusted by 1.3% which is the Medical Care and Commodities and Medical Care Service CPI for 2019. New fees have been added for changes in equipment the Department uses. No changes are recommended to the fees for permits, inspections or administrative fees.

It was moved by Mr. Kennedy and seconded by Mr. Kingwill to adopt Resolution 19-08 and recommend to member municipalities for adoption. Motion carried unanimously.

10. UPDATE ON CONSTRUCTION BID OPENING AND TIMELINE FOR POSSIBLE PURCHASE AND REMODEL OF FIRE STATION 83 IN SHOREWOOD

Chief Whitaker stated the Department received five bids for this project and the low bid was from Absolute Construction for \$1.877 million. This does not include the \$500,000 purchase price as well as soft cots. Chief Whitaker added the architect and owner's rep had positive feedback regarding Absolute Construction. Mr. Kennedy added Glendale would give them exceptionally high remarks, as well.

Chief Whitaker stated the Department is working on financing and it appears we can work with one municipality on borrowing. Chief Whitaker is working with Mr. Boening and his staff at Whitefish Bay.

The next step would be to finalize financing. The Department intends action on this in October.

Ms. Montgomery excused herself from the meeting at 8:30 a.m. Mr. Hall represented Brown Deer for the remainder of the meeting.

11. ANNOUNCEMENTS

12. DATE AND LOCATION FOR NEXT MEETING

The next meeting will be held on October 8th at Brown Deer Village Hall. The meeting time will be 7:30 a.m.

13. ADJOURNMENT

It was moved by Mr. Kennedy and seconded by Mr. Kingwill to adjourn. Motion carried unanimously at 8:35 a.m.

Kerry Wenzel for
Douglas Frazer
Secretary/Treasurer
NSFD Board of Directors