

North Shore Fire Department Board of Directors Meeting Minutes: April 25, 2023

Meeting held via Zoom Video Conferencing.

1. CALL TO ORDER

The meeting was called to order at 8:00 a.m.

Present: Eido Walny, representing Bayside
Tyler Burkhart, representing Brown Deer
Christine Symchych, representing Fox Point
Bryan Kennedy, representing Glendale
Chris Noyes, representing River Hills
Ann McKaig, representing Shorewood
Kevin Buckley, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief
Toby Carlson, Assistant Chief
KateLynn Harrigan, Finance Director
Andy Pederson, Bayside Village Manager
Karl Warwick, Glendale City Administrator
Tammy LaBorde, River Hills Village Manager
Rebecca Ewald, Shorewood Village Manager
Paul Boening, Whitefish Bay Village Manager
Tami Olszewski, Ehlers Investments
Dawn Lawson, Ehlers Investments
John Mehan, Managing Director, Baird

2. PERSONS DESIRING TO BE HEARD

3. ELECTION OF OFFICERS

Chief Whitaker reviewed the historical practice of the election cycle for the Board of Directors. He added, David Fritz/River Hills, has deferred the opportunity for an officer position.

It was moved by Mayor Kennedy and seconded by President Walny to elect Ann McKaig as Board President, Bryan Kennedy as Board Vice President, and Eido Walny as Board Secretary/Treasurer. Motion carried.

President McKaig thanked the outgoing officers for their service.

4. CONSIDERATION OF MINUTES

It was moved by President Walny and seconded by Mayor Kennedy to approve the February 21, 2023 Board of Directors minutes as presented. Motion carried 6-0-1 (President Symchych abstain).

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

Chief Whitaker reviewed the written report in the packet noting several significant calls in the last two months. He noted the Station 82 project is working through the asbestos abatement. Regarding hiring, the Department is in the process of welcoming nine full-time candidates on May 8.

6. NSFD COMMISSION CHAIRPERSON'S REPORT

No report.

7. MONTHLY FINANCIAL REPORT – KATELYNN HARRIGAN

Finance Director Harrigan stated the financials were in the packet for the period ending March 31; the Department is 25% through the fiscal year adding the Department had a positive first quarter. Ambulance collection revenue continues to run high due to unexpected revenue that was realized late last year. Some of that additional revenue will be used for the Station 82 project.

Baker Tilly will be presenting the 2022 audit at the May Board Meeting.

8. 2022 INVESTMENT RESULTS – TAMI OLZEWSKI, EHLERS INVESTMENT PARTNERS

Ms. Olzewski presented the Board with an annual portfolio review and reviewed information included in the packet. She provided a portfolio summary for the General Fund and the Stabilization Fund.

9. CONSIDERATION OF RESOLUTION 23-01: A RESOLUTION AUTHORIZING THE REPAYMENT OF GENERAL OBLIGATION FIRE DEPARTMENT PROJECT BONDS

Finance Director Harrigan stated this Resolution notes the City of Glendale will be taking out debt on behalf of the Department. The final debt schedules are in line with what was presented last fall. The approval of Resolution 23-01 recommends all municipalities approve the final debt schedule and contributions as outlined in Exhibit A.

Mayor Kennedy asked what the timeline is for approval of the municipal resolutions. Finance Director Harrigan stated the timeline will take about a month to have all municipal resolutions approved.

It was moved by Mayor Kennedy and seconded by President Noyes to adopt Resolution 23-01: A resolution authorizing the repayment of general obligation fire department project bonds. Motion carried unanimously by roll call vote.

President McKaig thanked staff for getting to this point and acknowledged the City of Glendale for issuing the debt.

10. DISCUSSION ON LEGAL REPRESENTATION SERVICES

Chief Whitaker stated he wanted input from the Board regarding the direction for the selection of legal counsel. Mayor Kennedy asked how long Mark Olson was the Department's labor attorney. Chief

Whitaker believes has been at least 15 years. Mayor Kennedy stated he would be in favor of putting out an RFP for this process. President McKaig agreed and added she would recommend developing an RFP policy. President Noyes asked how the Department will determine who would be invited to submit a RFP. Chief Whitaker stated he is aware of a few agencies but will also reach out to the North Shore Managers group to see if they have any additional suggestions.

11. SCHEDULE FOR NEXT MEETING TO BE HELD VIRTUALLY VIA ZOOM

The next meeting is set for May 9 at 8:00 a.m. via Zoom.

12. ANNOUNCEMENTS

None.

13. ADJOURNMENT

It was moved by Mayor Kennedy and seconded by Manager Burkhart to adjourn. Motion carried at 8:51 a.m.

Submitted by:
Kerry Wenzel for
Eido Walny
Secretary/Treasurer
NSFD Board of Directors