

North Shore Fire Department Board of Directors Meeting Minutes: September 6, 2022

Meeting held virtually via Zoom Video Conferencing.

1. CALL TO ORDER

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

Present: Eido Walny, representing Bayside
Wanda Montgomery, representing Brown Deer
Douglas Frazer, representing Fox Point
Bryan Kennedy, representing Glendale
David Fritz, representing River Hills
Ann McKaig, representing Shorewood
Kevin Buckley, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief
John Maydak, Assistant Chief
Toby Carlson, Assistant Chief
Dan Tyk, Battalion Chief
KateLynn Harrigan, Finance Director
Kerry Wenzel, Administrative Coordinator
Andy Pederson, Bayside Village Manager
Rebecca Ewald, Shorewood Village Manger, arrived 8:05 a.m.
Nick Padway, Fire Commission Chair

2. PERSONS DESIRING TO BE HEARD

3. CONSIDERATION OF MINUTES

It was moved by President McKaig and seconded by President Walny to approve the August 9, 2022 Board of Directors minutes as presented. Motion carried.

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

President Montgomery acknowledged the Department and those who supported the efforts from the fire at Hawthorne Trace on August 20.

Mayor Kennedy asked what the wait time was for the apparatus that was just delivered. Chief Whitaker stated the lead time was about 14 months. The Department is now seeing a lead time of 20-24 months, as well as significant price increases.

5. DISCUSSION REGARDING PUBLIC SAFETY ANSWERING POINT (PSAP)

Chief Whitaker stated there is a Committee meeting later today. The Committee met twice but have been unable to come to a resolution for who the appointee would be. President Walny stated he

believes there is a groundswell of support for the North Shore dispatch center to be the appointee. He urged all to have a representative at the ICC meeting next week in anticipation of that vote. Mayor Kennedy added that as the chief elected leader of their community, they are the representative, however the city managers or administrators can serve as an alternate. President McKaig asked what next week's meeting may look like and what is the action that is required. President Wanly stated the vote will be to designate the North Shore Dispatch Center as the primary funding place for state dollars received for the county. Discussion followed. President McKaig asked if any municipal boards have concerns with this proposal. President Frazer does not believe there are objections from his Board.

6. NSFD COMMISSION CHAIRPERSON'S REPORT

Chair Padway stated the Commission has met and approved promotions for Battalion Chief, Captain and Fire Lieutenant effective October 5, 2022. There were four firefighters approved for hiring and the Commission declined to act on one intern for full time firefighter. A Firefighter Recruitment process was approved, and language was clarified regarding a valid driver's license. Elliott Moeser has retired from the Fire Commission effective August 31.

7. MONTHLY FINANCIAL REPORT – KATELYNN HARRIGAN

Finance Director Harrigan presented the financial report ending on August 31, 2022. Revenue is at 69.35% of the budget and expenditures are at 68.58%. Permit fees continue to perform well and have exceeded budget estimates. The Department is currently running with a YTD surplus. She anticipates the Department will carry a surplus through the end of the year as December is a three-payroll month.

8. PRESENTATION AND POSSIBLE ACTION ON 2023 OPERATING AND CAPITAL BUDGET

Chief Whitaker stated the next three items are related. A budget is required to be recommended to each municipality by the end of September.

Finance Director Harrigan stated she did not receive any feedback from municipalities after last month's budget meeting. The Department presented a balanced budget with a 3% increase in the municipal contribution. She stated the GEMT revenue will support additional resources for the Department and those funds will offset related expenses. She included a preliminary estimate for expenditure restraint impacts for each municipality.

It was moved by Mayor Kennedy and seconded by President McKaig to adopt the 2023 preliminary operating and capital budget. Motion carried unanimously.

President Montgomery thanked Finance Director Harrigan for her work and noted the Board looks forward to the final budget in September or October.

9. CONSIDERATION OF RESOLUTION 22-01: A RESOLUTION RECOMMENDING THE 2023 NSFD FEES FOR SERVICE SCHEDULE

Chief Whitaker stated the Fees for Emergency Services are recommended at a 4.4% increase. There are no proposed changes to Fire Prevention fees and Administrative fees.

President Montgomery asked what is the timeline for fee approval at the municipal level. Chief Whitaker stated the resolutions should be approved by the end of the year.

It was moved Mayor Kennedy and seconded by President Montgomery to approve Resolution 22-01: A resolution recommending the 2023 NSFD Fees for Service. Motion carried unanimously.

10. CONSIDERATION OF RESOLUTION 22-02: 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 PURUSANT TO 2005 WISCONSIN ACT 484

Chief Whitaker stated this resolution allows the levy limit exception for member municipalities. He added it is required to be passed unanimously at the Board level and by majority vote at all seven municipalities. Mayor Kennedy added that historically all boards and councils approved this resolution to help those who may wish to use the exception.

It was moved by Mayor Kennedy and seconded by President Walny to approve Resolution 22-02: 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 to the North Shore Fire Department pursuant to 2005 Wisconsin Act 484. Motion carried unanimously.

Chief Whitaker stated he would work with any municipality who may wish to have him present at an upcoming meeting.

11. APPROVAL OF PURCHASE OF AMBULANCE

Chief Whitaker stated the Department purchased an ambulance through the local vendor, Foster Coach. Staff was made aware of the chassis shortage and Foster Coach suggested reserving a chassis for future needs. The vendor is willing to give the Department pricing from last year even though they have experienced 25% cost increases.

President Buckley asked at what point does the Department look at their capital replacement lifespans and make adjustments. Chief Whitaker stated the plan is updated annually. An expected lifespan of an ambulance is 7-10 years, and the Department uses those estimates to make decisions. He added that our ambulances see high milage due to transport distances.

It was moved by Trustee Fritz and seconded by President Walny to authorize Chief Whitaker to enter into contract with Foster Coach for the purchase of an ambulance for \$328,325.40. Motion carried unanimously.

President Montgomery thanked the Department for their continued relationships with their vendors.

12. APPROVAL OF PURCHASE OF FIRE ENGINE

Chief Whitaker stated the Department has seen the need to plan about a year earlier than usual due to extended lead times. Delivery of this engine is not expected to be any earlier than what it would have been. In addition, the industry has seen extensive cost increase.

Mayor Kennedy verified that this would lock the Department in price and reserve a place in line for manufacture. Chief Whitaker confirmed.

It was moved by Mayor Kennedy and seconded by President Walny to authorize Chief Whitaker to enter into contract for the purchase of a Pierce Engine for \$743,983. Motion carried unanimously.

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

The Board will meet October 11, 2022 at 8:00 a.m. via Zoom. Chief Whitaker expects to review construction bids for Station 82.

14. ANNOUNCEMENTS

President Wanly reminded everyone to be at the ICC meeting next week for the important PSAP vote. The meeting will be in Hales Corners.

President Montgomery stated a Community Vibes will be held on September 14, 2022 and all are welcome in Brown Deer.

Mayor Kennedy stated, regarding the ICC meeting, if the manger is sitting in for an elected official they need to be seated at the table as the alternate.

President Buckley stated the Village of Whitefish Bay has hired Tom Harrigan as their new Assistant Village Manager.

15. ADJOURNMENT

It was moved by Mayor Kennedy and seconded by President Buckley to adjourn. Motion carried at 9:05 a.m.

Submitted by:
Kerry Wenzel for
Bryan Kennedy
Secretary/Treasurer
NSFD Board of Directors