

Fire District Board Meeting

Regular Meeting Notice and Agenda

Cross Plains-Berry Fire District

1501 Bourbon Road
Cross Plains, WI 53528

Tuesday, May 27, 2014

8:00 pm

- I. Call to Order, Roll Call, and Pledge of Allegiance
- II. Public Comment - This is an opportunity for anyone to address the board on any issue NOT on the current agenda. While the board encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.
- III. Report of Village Officers
 1. District President
 2. Fire Chief
 3. Miscellaneous District Board Member Reports
- IV. General Business
 1. Discussion and action to approve the minutes of the regular meeting held on February 25, 2014.
 2. Discussion and action to approve paid bills.
 3. Discussion and action regarding review and revisions to the Intergovernmental Agreement for the Cross Plains-Berry Fire District.
 4. Discussion and action regarding agreement to use CPA Breuning as the District Accounting Firm.
 5. Discussion and action to switch phone/internet/tv service from TDS to Charter.
 6. Discussion and action for the election of District Officers
- V. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or matt@cross-plains.wi.us.

Regular Fire District Meeting

Meeting Minutes

Cross Plains-Berry Fire District

1501 Bourbon Road
Cross Plains, WI 53528
(608) 798-2220

Tuesday, February 25, 2014

8:00 pm

I. Call to Order, Roll Call, and Pledge of Allegiance

The regular Fire District meeting was called to order at 8:00 pm.

Present:

- Town of Berry: Jeff Davis, Mike Statz, and Tony Varda.
- Town of Cross Plains: Greg Haack and Vera Riley.
- Village of Cross Plains: Pat Andreoni, Ray Blanchard, and Jay Lengfeld.

II. Public Comment – None.

III. Report of Village Officers

1. District President

- Thanked people for their efforts working in winter conditions.

2. Fire Chief

- Stated that the District responded to 93 calls in 2013.
- Stated that Tom Lauber (40 years), Mike McGinnis (30 years), and Neil Kalscheur (23 years) retired in 2013. Five new members were added in January including Casey Endres, Mike Helt, Tyler Janssen, Derek Knudtson, and Matt Meinholz. There are a total of 45 members within the Department.
- Stated that he had contacted a financial consultant who will assist the District for \$100 per month to setup and maintain new accounting software.
- Requested the District Board to begin to think about forming an equipment committee to begin discussions on a new pumper truck scheduled for replacement in 2018.

3. Miscellaneous District Board Member Reports – None.

IV. General Business

1. Discussion and action to approve the minutes of the regular meeting held on November 26, 2013 – Following discussion, a motion was made by Varda, seconded by Haack, and unanimously carried by the Fire District Board to approve the minutes of the regular meeting held on November 26, 2013.

2. Discussion and action to approve paid bills – Following discussion, a motion was made by Andreoni, seconded by Varda, and unanimously carried by the Fire District Board to approve the paid bills as presented.

3. Discussion and action regarding review and revisions to the Intergovernmental Agreement for the Cross Plains-Berry Fire District – Following discussion, a motion was made by Andreoni, seconded by Varda, and unanimously carried by the Fire District Board to continue the review and revisions to the Intergovernmental Agreement for the Cross Plains-Berry Fire District at the May 27, 2014 meeting.

4. Discussion and action regarding the new door locking system – A motion was made by Haack, seconded by Varda, and unanimously carried by the Fire District Board to approve the proposal from Kendell Doors and Hardware in the amount of \$830 for the new door locking system.

5. Discussion & action on the final 2013 Budget including final carryover

- A motion was made by Andreoni, seconded by Blanchard, and unanimously carried by the Fire District Board to adopt the final budget report for 2013 as presented.
- A motion was made by Varda, seconded by Andreoni, and unanimously carried by the Fire District Board to place consideration of a proposal from Charter Communications on the May 27th meeting agenda.
- A motion was made by Varda, seconded by Andreoni, and unanimously carried by the Fire District Board to place consideration of a proposal for financial consulting services on the May 27th meeting agenda.
- Additionally, a proposal for membership into the “I am responding” paging system will be considered at the May 27th meeting.

V. Adjournment

A motion was made by Haack, seconded by Davis, and unanimously carried by the Fire District Board to adjourn the meeting at 9:11 pm.

The next meeting is scheduled for Tuesday, May 27th, 2014 at 8 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

Matthew G. Schuenke
Village Administrator/Clerk-Treasurer

Account Transaction 5-2014

2/16/2014 through 5/15/2014

5/21/2014

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Date	Num		Description	Memo	Tag	Amount
3/1/2014	7148	S	MG&E			-1,851.38
						-1,317.46
3/1/2014	7149		TDS	Telephone		-181.82
3/1/2014	Card		USPS	Stamps		-99.85
3/1/2014	7150		ACS	Firehouse Software		-625.00
3/1/2014	7151	S	Wagner Insurance			-1,802.00
						-4,500.00
						-4,514.00
3/1/2014	7152		Jefferson Fire & Safety	SCBA repairs		-433.30
3/3/2014	7153		Cross Plains Firefighters Assc.	Assc. Funds from Town of Berry & Village of CP		-2,800.00
3/12/2014	7154		MATC	FFII Exam		-400.00
3/13/2014	Card		Kendell Door	Exterior Door Locks		-1,055.00
3/15/2014	7155		Mike's Mobil	Fuel		-233.29
3/15/2014	7156		Cross Plains True Value	Supplies		-13.99
3/15/2014	7157		Sauk Plains Plumbing	Hot Water Pump		-889.28
3/15/2014	7158		News Publishing	2/25/14 Mtg Agenda		-43.80
3/15/2014	7159		NEIS	Elevator Inspection		-83.00
3/15/2014	7160		DCFCA	Annual Dues		-450.00
3/15/2014	7161		Interstate Battery	Computer Backup Battery		-19.99
3/15/2014	7162		General Communications	C-1 Console		-638.46
3/20/2014	Card		Fire Store	Wildland Gear		-1,242.99
3/22/2014	7163		MATC	FFI Exam		-80.00
3/27/2014	Card		McFarlane	Chainsaw Blower		-460.00
3/31/2014	7164		TDS	Telephone		-181.20
3/31/2014	7165	S	MG&E			-1,599.47
						-1,171.83
3/31/2014	7166		Charter	TV/Internet		-223.69
3/31/2014	7167		Dept. SPS	Elevator Ops Permit		-50.00
3/31/2014	Card		Kwik Trip	Fuel		-20.38
4/2/2014	7168		ESMC	IaR 2014		-350.00
4/15/2014	7169	S	MG&E			-946.10
						-1,055.91
4/15/2014	7170		Mike's Mobil	Fuel		-507.01
4/15/2014	7171		Kalscheur Imp.	Oil & Filters		-66.50
4/15/2014	7172		Cross Plains True Value	Supplies		-81.80
4/15/2014	7173		Weaver Auto	Parts		-48.29
4/15/2014	7174		Lakeside International	S-5 Parts		-17.66
4/15/2014	7175		PKK Lighting	Light Bulbs		-33.12
4/15/2014	7176		Jefferson Fire & Safety	Wildland Gear		-2,176.04
4/15/2014	7177		Rennert's	Parts		-215.09
4/15/2014	7178		M P Powersports	AV-1 Tires		-360.00
4/18/2014	7179		**VOID**M P Powersports	AV-1 Tires		0.00

Account Transaction 5-2014

2/16/2014 through 5/15/2014

5/21/2014

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Date	Num	Description	Memo	Tag	Amount
4/29/2014	7180	M P Powersports	AV-1 Tires		-270.00
5/1/2014	7181	TDS	Telephone		-181.92
5/1/2014	7182	Cross Plains W/S	Water/Sewer		-743.22
5/1/2014	7183	Weaver Auto	Parts		-6.95
5/1/2014	7184	Sweitzer Electric	Restroom Fans		-868.85
5/1/2014	7185	Interstate Battery	SCBA Batteries		-115.40
5/1/2014	7186	Mike's Mobil	Fuel		-520.19
5/1/2014	7187	Kalscheur Imp.	Parts		-35.45
5/1/2014	7188	S Safety First			-1,230.62
					-481.84
5/1/2014	Card	Summit Equipment	B-1 parts		-807.80
5/15/2014	7189	Cross Plains True Value	Supplies		-9.39
5/15/2014	7190	Mike's Mobil	B-1 Tires		-981.28
5/15/2014	7191	Charter	Phone/Int/TV		-640.90
5/15/2014	7192	Safety First	Gas Monitor Cal.		-120.00
2/16/2014 - 5/15/2014					-39,852.51
TOTAL INFLOWS					0.00
TOTAL OUTFLOWS					-39,852.51
NET TOTAL					-39,852.51

Budget - YTD

1/1/2014 through 5/21/2014 Using 2014 Budget

5/21/2014

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Category	1/1/2014 Actual	- Budget	5/21/2014 Difference
EXPENSES			
CAPITAL EXPENSE	0.00	0.00	0.00
DNR Grant	1,242.99	760.00	-482.99
Radio & Console	638.46	5,800.00	5,161.54
TOTAL CAPITAL EXPENSE	1,881.45	6,560.00	4,678.55
OPERATING	0.00	0.00	0.00
Building Expenses			
Electric	4,805.33	15,000.00	10,194.67
Facilities & Grounds	3,356.96	8,500.00	5,143.04
Gas	5,978.47	15,000.00	9,021.53
Telephone	1,590.73	2,500.00	909.27
Water & Sewer	1,505.30	3,000.00	1,494.70
TOTAL Building Expenses	17,236.79	44,000.00	26,763.21
Equipment Maintenance			
General Equipment	2,009.30	4,000.00	1,990.70
Pagers	0.00	700.00	700.00
Radios	0.00	700.00	700.00
TOTAL Equipment Maintenance	2,009.30	5,400.00	3,390.70
General Expenses			
New Equipment	4,667.21	30,000.00	25,332.79
Salaries	0.00	8,000.00	8,000.00
TOTAL General Expenses	4,667.21	38,000.00	33,332.79
Insurance			
Accident & Liability	1,802.00	1,800.00	-2.00
Auto	4,514.00	5,000.00	486.00
Commercial Property	4,500.00	5,000.00	500.00
General Liability	0.00	0.00	0.00
Portable Equipment	0.00	0.00	0.00
Workers Compensation	3,796.00	4,000.00	204.00
TOTAL Insurance	14,612.00	15,800.00	1,188.00
Medical Expenses			
Blood Borne Pathogens Training	0.00	450.00	450.00
TOTAL Medical Expenses	0.00	450.00	450.00
Misc.			
Air Testing	481.84	1,000.00	518.16
Computer Updates	625.00	700.00	75.00
Fire Association	2,800.00	4,200.00	1,400.00
General Supplies	0.00	900.00	900.00
LOSAP	0.00	23,200.00	23,200.00
Misc Other	0.00	650.00	650.00
Office Supplies	660.12	1,000.00	339.88

Budget - YTD

1/1/2014 through 5/21/2014 Using 2014 Budget

5/21/2014

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Category	1/1/2014 Actual	- Budget	5/21/2014 Difference
Professional Outside Services	0.00	500.00	500.00
Pump Testing	0.00	1,200.00	1,200.00
TOTAL Misc.	4,566.96	33,350.00	28,783.04
Training & Dues			
Air Trailer	0.00	250.00	250.00
Fire Fighter Dues	450.00	800.00	350.00
HazMat Level B	0.00	200.00	200.00
Training	1,312.10	3,000.00	1,687.90
TOTAL Training & Dues	1,762.10	4,250.00	2,487.90
Vehicle Expenses			
Fuel	1,628.27	5,250.00	3,621.73
Repairs	436.66	5,250.00	4,813.34
Tires	2,019.08	2,100.00	80.92
TOTAL Vehicle Expenses	4,084.01	12,600.00	8,515.99
TOTAL OPERATING	48,938.37	153,850.00	104,911.63
TOTAL EXPENSES	50,819.82	160,410.00	109,590.18
OVERALL TOTAL	-50,819.82	-160,410.00	109,590.18