

Joint Town and Village June 22, 2009 7:00 p.m.  
Egg Harbor Town Hall, 5242 County I

**APPROVAL PENDING**

Present: for Town: Chair Paul Peterson, Steve Schopf, Dan Kiehnau, Darrel Lautenbach, and Robert Mueller.

For Village: Nancy Fisher, Chris Anderson, Attorney William Vande Castle, Administrator, Josh Van Lieshout, Bob Dickson, Mike Fitzgerald, and Barbara Cammack.

Also present: Jeremy Schopf, Justin MacDonald, Andy Staats, Jason Staats, Adam Schopf, Peter Devlin of Door County Advocate, Gary Bogenschutz, Pauline Peterson, Dale Wiegand, Bill Edwards, James Enigl and representatives of Fire Apparatus builders.

1. Call Meeting to Order with Roll Call. The meeting was called to order by Paul J. Peterson.
2. Adopt the Agenda Steve Schopf moved to approve the agenda as posted, seconded Fisher. Motion passed unanimously.
3. Open Session Fisher introduced new trustee Barbara Cammack and Attorney Wm. Vande Castle.
4. Approval of February 25, 2009 Meeting Minutes Fisher moved to approve, seconded Steve Schopf. Motion passed unanimously.
5. Report from Fire Commission. Bill Edwards stated the Commission met on June 18 and announced Steve Schopf was appointed for a four-year term as chief. Edwards asked Schopf for list of officers for July meeting and to start planning a rough budget for the August meeting and to develop a finalized budget for September Fire Commission meeting.  
The Commission has a recommendation for the intergovernmental agreement to modify the term to four year but not limit it to a single term. The Commission is working on some SOG's relating to carbon monoxide and gas calibration and maintenance, as well as personal conduct. All the SOP's and SOG's have been circulated to all departments in Door County in electronic format.  
Deferred to Schopf for calls report. Schopf presented a five year report in graph form of the types of calls the department has responded to.
6. Establish Term for Fire Chief Peterson suggested that the recommendation from the Fire Commission as four years, but not limited to a single term. Schopf suggested it be incorporated into the Intergovernmental agreement.  
Dickson suggested consideration of a limit of number of terms to give all members of the department incentive to make that their goal.

Schopf suggested that at the end of four years there would be an open review and the Commission would send letters to department members inquiring of their interest in the position.

Other requirements for receiving the chief's position might also be considered, such as so many years of fire service duty, age, etc. Schopf suggested checking with other departments. Attorney Vande Castle suggested the Chief's Association has a model for chief qualifications. Village of Howard adopted that standard.

Cammack moved to establish the term of four years, seconded Kiehnau. Motion passed unanimously. Schopf moved that the Fire Commission research qualifications for Chief position and make recommendation to the Joint Board, seconded Fisher. Motion passed unanimously.

7. Consider amendments to Intergovernmental Agreement.

Fisher referenced Attorney Vande Castle's cover letter dated April 27, 2009. The Board went through each suggested amendment to the agreement as follows:

**Sec 1.2** The suggested language was acceptable to all present.

**Sec 1.5 Operating Expenses** The language introduced "for the maintenance and repair costs, shall be allocated based on the percentage share of total equalized value". Peterson stated he is not comfortable with this because the status of Fire Station No. 1 land and building of new fire station is unsettled.

Fisher responded that those are two separate issues. The long term operations should be separate of that. Fisher distributed a graph of the difference of equalized values for the past six years and the Village's values is running less than 70% of that of the Town.

Schopf stated some of this was intended that it enables the Village to build capital in the event they purchase Station No. 1 and plan to build a new station. The two go hand in hand. He felt that the discussion on Station No. 1 should take place prior to incorporating this into the agreement. Schopf stated he is looking for some closure on the status of Fire Station No. 1.

Bob Mueller arrived.

Fisher suggested the Fire Station Committee meet to make a recommendation to the Joint Board at a future meeting.

The suggestion was made to make a report on the number of calls to town properties and to village properties.

A suggestion was made that the purchase of the building No. 1 by the Village would then remove the maintenance of that building from the joint budget as is the case for the building here at Carlsville.

**Sec. 2.2** Appointments to the Commission shall be made in May delete April was acceptable to all present.

The language, "Commission members are prohibited from membership in and serving on the Department." was introduced as an amendment.

Fisher stated this was felt to be a conflict if any dept members served on the Fire Commission. Attorney Vande Castle spoke to this item in that it is a conflict of positions

of a subordinate having an elected or appointed position that oversees their employ. This creates incompatibility.

Schopf stated there could be a case where the whole Town board might be department members.

Peterson suggested that perhaps then all fire commissioners would not be elected or appointed officials". The verbiage will be corrected accordingly.

**Sec 2.3 Commission Officers** – The change for election of officers from October to June was acceptable and the appointment of village administrative personnel as recording secretary of the Fire Commission. Schopf then questioned the need for an office of Secretary.

Attorney Vande Castle explained their function might be custodian of the corporate records if there is a corporation and sign official documents.

**Sec. 3.2 Mediation and Arbitration** The suggested language, " if the dispute is not resolved" replaces "if they do not reach such solution"; and add "that remain unresolved" before the before the word, "shall be" and replace the words "finally settled by" with "submitted to" arbitration.

**Sec. 3.3 Mediation and Arbitration Fees** The suggested language was acceptable to all present.

**Sec. 3.4 Term.** The suggested language was acceptable to all present.

**Sec. 3.5 Renewal.** The suggested language was acceptable to all present.

**Sec. 3.6 Termination.** The suggested language was acceptable to all present.

Fisher moved to accept the amendments to the Intergovernmental Agreement excluding change to Sec. 1.5 until the October Board meeting following recommendation of the Fire Station Committee, seconded Schopf. Voting on the motion carried with one objection; Lautenbach.

Discussion focused on the status of Fire Station No. 1. It was suggested the Fire Station Committee obtain two appraisals at a cost of one to each municipality prior to the fire station committee making their recommendation to the Joint Board in October.

8. **Capital Equipment Purchase Schedule and open bids for new fire truck**

Andy Staats reported on the Fire Truck Committee efforts for the purchase of a tanker/pumper truck. He stated four vendors submitted proposals and reported on the committee's recommendation to accept the Custom Fire proposal.

Bob Mueller moved to reject the Pierce bid on the basis of the Pierce proposal not meeting the specifications of the department, seconded Dickson. Motion passed unanimously.

Schopf clarified that the proposals offered different specifications but the committee recommended the proposal from Custom Fire. The language of the proposals will meet the basic requirements of the department specs and will be cleaned up to meet our requirements prior to signing a contract.

Peterson opened the bid of **U.S. Tanker at \$250,473.**

Peterson opened the bid of **Custom Fab & Body LLOC** of 8636R West National Avenue, West Allis at **\$247,318**

Peterson opened the bid of **Custom Fire** of 5509 68<sup>th</sup> “avenue, Osceola, WI 54020 at **\$324,890.**

Fisher referenced the truck replacement schedule that estimated the new truck cost from \$210,000 to \$220,000. Fisher stated her concerns and discomfort that the Department needs this equipment right now when the first choice of the department comes in at a bid cost of \$324,890.

Schopf stated that the committee would replace the 1974 Ford Pierce truck with this truck instead of the 1991 international tanker. Schopf stated the 1974 Ford truck has developed some problems over the winter.

Schopf stated a five year cycle will enable the municipalities to practice better capital planning.

Discussion ensued on the pros and cons of the truck purchase. The goal was to create a multi purpose truck.

The board made comparison of the U. S. Tanker truck with the Custom Fab truck with a difference of only \$3,000. Andy Staats stated the committee felt that the U. S. Tanker truck is worth the extra \$3,000.

Fisher stated that the equipment replacement schedule for 2010 may be significant. She stated she preferred to get the right equipment and feels this truck purchase could be set back another year.

Dickson inquired about equipping the new truck and Schopf stated the plan was to take equipment from the '74 Ford and place it on the new truck and would most likely only need to purchase mounts.

Mueller moved to accept **U. S. Tankers** bid for the tanker pumper truck in the amount of **\$250,473**, seconded Dickson.

Mueller amended his motion the committee work out the clarification between the proposal and specifications before signing the contract to not exceed the \$250,473. March would be delivery with first payment in March 2010 upon acceptance of the truck. Motion carried with one objection; Fisher.

Dickson moved the Fire Commission take up the disposition of the 1974 Ford fire truck, seconded Mueller. Motion passed unanimously.

9. Joint Fund finances and year to date reports. Mueller moved to accept the finance reports as presented, seconded Fisher. Motion passed unanimously.

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10 2010 Budget Planning. Fisher stated the Fire Commission is looking for direction from the Joint Boards if they need to work with a percent of cap or keeping it flat. Schopf stated he feels comfortable with a 2010 budgeting at the same rate as the 2009. Mueller moved the 2010 budget be planned the same rate as 2009, seconded Dickson.

11. Schedule future fall meeting. Fall meeting was set for October 21 at 6:00 p.m. at the Paul J. Bertschinger Center.

12. Adjournment. Fisher/Schopf. Meeting adjourned at 9:09. Passed

Recorded by,

Patricia C. Gureski,  
Clerk-Treasurer Village of Egg Harbor