

HEWITT AREA FIRE COMMISSION MEETING MINUTES

Monday, February 03, 2020 – 8:00 PM

Hewitt Area Fire Department

ROLL CALL

- Meeting called to order at 8:00pm by Chairman Marlene Stueland
 - Board Members: Marlene Stueland, Jeff Graves, Kevin Nowack - Al Breu, Jeff Heeg & John Salzman
 - Fire Department: Brian Hafermann, Roger Meyer, Mike Pahl & Steve Trachte

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APPROVAL OF MINUTES / FINANCIAL REPORT

- Minutes of the December 2019 Commission Meeting reviewed;
 - Motion by Al Breu, 2nd by Jeff Heeg to approve with two adjustments:-- Motion Carried
 - Original 2020 budget proposed was \$62,750, which included \$3,000 for extrication tools; that amount was removed for an approved budget of \$59,750 with a designation to allocate from contingency in 2020 *towards half the expense of extrication tools* (vs. only \$3,000)
 - VERRC will be starting to spec-out a new Engine; (NO cost or delivery estimate at this time)
- Financial Report
 - . Annual 2019 Year-end Financial Report reviewed;
Balance Sheet at 12-31-2019: Income: \$76,851.22 | Expenses: \$75,954.57 | Year-end Balance: \$896.65
 - . Motion by Al Brey, 2nd by Kevin Nowack to designate \$896.65 from year-end contingency towards purchase price of extrication tool - Motion carried
 - . Motion by Kevin Nowack, 2nd by John Salzman to record on the 2019 Balance Sheet -- \$5,842.15 of 2% Dues Expenses as \$5,716.36 from 2% Dues Income and \$125.79 from Operating Budget Expenses – Motion Carried

OLD BUSINESS

- Fire Station Ditch Project – the project continues to be on hold, awaiting the contractor’s schedule;
 - . \$2,000 contingency monies are designated for the project

COMMITTEE REPORTS

- VERRC Committee - *Roger Meyer*
 - . Fleet Status: Engine front intake actuator issue has been repaired; Tender 2 defrost has been repaired; Next VERRC meeting is scheduled for March 18; will begin starting to spec-out a new Engine

NEW BUSINESS

- Chief’s Report
 - . 2019 Run Count was at 89; the current year so far has been fairly active with fire calls; Starting in 2020, will be utilizing a new reporting software that will have enhanced reporting

NEW BUSINESS

- Chief's Report (*continued*)
 - . 2020 Rabies Clinic – February 8th
 - . Village Quiet Zone - Chief Brian would like a copy of the current plans
 - . Fire Station Roof – inquiring whether final papers with warranty been received from Quality Roofing
 - . Incident Command Systems (ICS) – municipal board members are to take section 700; can be taken online; If someone has taken the course in the past, be sure to keep the Certificate received; Chief Brian will send the link to Jeff Graves
 - . Wood County – Joint-Department Rehab Guidelines
The next Rehab meeting will be held February 19th; two phases of rehab were identified:
1st is taking vitals of firefighters on scene; 2nd phase is providing water and nutrition needed, etc.
All participating departments received a personalized RIT bag that will be taken to scenes;
Hewitt Station will respond using Squad 1 (the pickup truck)
 - . 2020 Banquet – scheduled for February 15th, at Hewitt Village Inn – open at 6:00, meal at 7:00pm; let Theresa Weiler know headcount of Municipal Board members attending (715.207.5841)
 - . 2020 Chili Feed – celebrating the 25th Anniversary year; a Basket Raffle utilizing a tent or some other trailer structure will be offered this year
 - . Request for Applicants – a new banner and posters announcing that the Department is accepting applicants for new members has been created
- DNR Mutual Aid Agreement
 - . DNR is requesting a new signed application for Mutual Aid; Village of Hewitt and Township of Marshfield signed the new forms; three questions on the form asking if services provided for initial forest fires, extended forest fires, or prescribed burnings would be with no payment were answered YES, no payment via Motion by Al Breu, 2nd by Jeff Heeg – Motion Carried

UNANTICIPATED NEW BUSINESS

- Closed Session: Motion by Al Breu, 2nd by Kevin Nowack at 9:30 pm to convene to Closed Session pursuant to 19.85(1) (c) Wis. Statute to discuss personnel matters - Motion Carried
- . Present in closed session:
Marlene Stueland, Jeff Graves, Kevin Nowack, Al Breu, Jeff Heeg, John Salzman, Brian Hafermann
- Closed Session was adjourned at 10:00pm

ADJOURNMENT

- Meeting adjourned at end of Closed Session

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Debbie Oestreich | Hewitt Area Fire Commission – Finance Officer