



Southern Ozaukee Fire & EMS Board
MINUTES

DATE: Wednesday, January 10, 2024
LOCATION: 250 Elm Street, Thiensville,
WI

TIME: 5:30 PM

I. CALL TO ORDER

Mayor Nerbun called the meeting to order at 6:00 PM.

II. ROLL CALL

MEQUON MAYOR ANDREW NERBUN
MEQUON ADMINISTRATOR WILL JONES
MEQUON ALDERMAN DALE MAYR (ARRIVED 6:45 PM)
MEQUON ALDERWOMAN KATHLEEN SCHNEIDER
MEQUON CITIZEN MEMBER LYNN STREETER

THIENSVILLE PRESIDENT VAN MOBLEY
THIENSVILLE ADMINISTRATOR COLLEEN LANDISCH-HANSEN
THIENSVILLE TRUSTEE KRISTINA ECKERT
THIENSVILLE CITIZEN MEMBER DOUGLAS CHIMENTI
THIENSVILLE ALTERNATE TRUSTEE DAVID LANGE (NOT PRESENT)

III. APPROVAL OF MINUTES

A. November 8, 2023 (att)

MOTION by President Mobley, **SECONDED** by Citizen Member Streeter to approve the November 8, 2023 Minutes. **MOTION CARRIED UNANIMOUSLY.**

IV. PERSONAL APPEARANCES AND PUBLIC COMMENT

A. Citizens wishing to address the SOFD Board on any matter not on the agenda may do so at this time. If you desire to be heard on agenda items, you may be heard when that item is considered on the agenda. The time limit is five minutes.

There were no citizens to be heard.

V. GOVERNANCE

A. Adoption of the SOFD Fleet Consolidation and Capital Account Plan (Review and Approve) (att)

Chief Bialk noted that the Village of Thiensville and City of Mequon would donate all equipment and fire capital funds to the Southern Ozaukee Fire and EMS Department. A payment would be made to Thiensville to equalize the contributions.

Jerry Deutsch, 11623 N. Grace Court, Mequon, asked about the value of each piece of equipment. Chief Bialk noted that some of the equipment that has been sold was sold for more than the appraisal amount; some sold for less.

MOTION by President Mobley, **SECONDED** by Alderwoman Schneider to Adopt the SOFD Fleet Consolidation and Capital Account Plan

Ayes: Mayor Nerbun, Alderwoman Schneider, Citizen Member Streeter, President Mobley, Trustee Eckert and Citizen Member Chimenti

Naes: None

MOTION CARRIED UNANIMOUSLY.

B. Resolution to Adopt the Second Amendment to the Southern Ozaukee Fire and Emergency Medical Services Agreement (Review and Approve) (att)

MOTION by Citizen Member Chimenti, **SECONDED** by President Mobley to Adopt the Second Amendment to the Southern Ozaukee Fire and Emergency Medical Services Agreement with a change in the effective date to March 31, 2024 and fixing two identified typos. **MOTION CARRIED UNANIMOUSLY.**

VI. FINANCE

A. Ambulance billing update (att)

Chief Bialk noted the number of people transported, the amount billed and collected during 2023.

B. 2023 Budget Review (att)

Chief Bialk noted 86 percent of the \$3.5 million 2023 budget was spent. The Department finished the year in the black.

VII. OPERATIONS

A. Mission, Vision and Values update (att)

Chief Bialk discussed ways the Department has incorporated its Mission, Vision and Values with posters in the fire station, T-shirts and orientation packets for new members. Citizen Member Streeter discussed ways to expand the Department's Mission, Vision and Values into the community.

B. Staffing update (att)

Chief Bialk noted that all shifts, other than 1.3%, were filled during 2023. Citizen Member Streeter noted the community should be made aware that staffing levels have significantly improved since the formation of Southern Ozaukee Fire and EMS Department. Administrator Jones added it is a good opportunity share information with the media regarding the first year of the new Department.

C. Year-End Report - Response Statistics (att)

There was a 6% increase for the Southern Ozaukee Fire and EMS Department in 2023, compared to the combined call volume from the Village of Thiensville and City of Mequon Fire Departments the previous year. Approximately two-thirds of the increase was due to the intercept agreement with the City of Cedarburg. Chief Bialk will provide an update to the Mequon Common Council and Thiensville Village Board.

D. Commercial fire inspection fee update (att)

Chief Bialk noted the Department sent refunds for some fire inspection fees after an error was corrected in the initially approved fee schedule. New bills were then issued. Trustee Eckert noted it would be helpful for the Board to discuss similar situations in the future.

E. Paramedic schooling initiative (att)

Chief Bialk reported three SOFD employees are beginning paramedic classes. Another three plan to begin in August. Employees must reimburse the Department if they don't complete the class. Mayor Nerbun praised the program as a way to build from within the Department and provide opportunities to existing employees.

F. Updated workplan 2024 (att)

Chief Bialk noted several updates to the 2024 work plan including paramedic schooling, putting the Mission, Vision and Values statement into operation and finalizing fleet consolidation. Development of a Commercial Fire Inspection Policy will be discussed in March.

G. Thiensville Fire Station usage (att)

Deputy Chief Kurt Zellmann had a discussion with an executive from Bell Ambulance. The company is looking for space in the area to house several ambulances to provide mainly non-emergency hospital-to-hospital transportation. Administrator Landisch-Hansen noted the possibility of the Village renting space was discussed at a Village Board meeting. Trustee Eckert noted the Village could negotiate a one-year lease to gauge how the partnership works and have the flexibility to end it if there are other uses for the space.

VIII. MOTION TO ADJOURN TO CLOSED SESSION

A. Fire Chief Performance Review. The Board may enter into Closed Session pursuant to Wis. Stats. 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility, and then may reconvene into Open Session to take such action as it deems necessary. (att)

MOTION by Citizen Member Chimenti, **SECONDED** by Trustee Eckert to adjourn to Closed Session at 6:39 PM.

1. Roll Call Vote

Ayes: Mayor Nerbun, Alderwoman Schneider, Citizen Member Streeter, President Mobley, Trustee Eckert and Citizen Member Chimenti

Naes: None

MOTION CARRIED.

IX. MOTION TO RECONVENE IN OPEN SESSION

A. Motion of Board to Reconvene

MOTION by Citizen Member Chimenti, **SECONDED** by Alderman Mayr to reconvene in Open Session at 7:30 PM. **MOTION CARRIED UNANIMOUSLY.**

B. Review and possible action regarding Closed Session topic

There was no action taken.

X. ADJOURNMENT

MOTION by Citizen Member Chimenti, **SECONDED** by Alderman Mayr to adjourn the Meeting at 7:30 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Administrative Assistant

Signed by,

Colleen Landisch-Hansen
Village Administrator/Interim Clerk