



Southern Ozaukee Fire & EMS Board
MINUTES

DATE: Wednesday, March 13, 2024
LOCATION: 250 Elm Street, Thiensville,
WI

TIME: 5:30 PM

I. CALL TO ORDER

Mayor Nerbun called the meeting to order at 5:30 PM.

II. ROLL CALL

MEQUON MAYOR ANDREW NERBUN
MEQUON ADMINISTRATOR WILL JONES
MEQUON ALDERMAN DALE MAYR (EXCUSED)
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 (EXCUSED)

III. APPROVAL OF MINUTES

A. January 10, 2024 (att)

MOTION by President Mobley, **SECONDED** by Alderwoman Schneider to approve the January 10, 2024 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. Consolidation of SOFD Fleet and Capital Accounts Update (att)

Chief Bialk outlined changes to the Intergovernmental Agreement approved early in 2024 that called for both communities to donate their fleet and committed Fire Department capital reserves to SOFD. The Thiensville Village Board and Mequon Common Council have approved the Second Amendment to the Intergovernmental Agreement, which outlined the method of consolidating the SOFD Fleet and Capital Accounts. Thiensville received \$180,938.69 under the approved joint funding formula to equalize the contributions from Mequon and Thiensville.

Jerry Deutsch, 11223 N. Grace Court, Mequon, asked where the funds came from for the payment to Thiensville. Mayor Nerbun replied it came from the sale of capital equipment.

VI. OPERATIONS

A. Review and Action regarding Commercial Fire Inspection Fee Policy (att)

Chief Bialk noted a new commercial fire inspection fee schedule was created after the new department was formed. A discussion ensued regarding the appropriate wording for entities exempt from inspection fees. Attorney Sadjak suggested wording the policy to apply to tax-supported government-owned properties. Administrator Jones added the policy can be amended if the Board sees a need after it is implemented. President Mobley clarified that the action being considered applies solely to fire inspection services and not other SOFD fees. The exemption to the inspection fee will apply to facilities owned by the City of Mequon and the Village of Thiensville, the Mequon-Thiensville School District, the Frank L. Weyenberg Library and the Milwaukee Area Technical College campus in Mequon.

MOTION by Alderwoman Schneider, **SECONDED** by Citizen Member Streeter to approve Commercial Fire Inspection Fee Policy with a change to the second paragraph to read "Except where the property is leased to a non-governmental entity, tax-supported government-owned properties" with the named entities deleting "post offices." **MOTION CARRIED UNANIMOUSLY.**

B. SOFD Handbook (update)

Mequon Assistant City Administrator Justin Schoenemann provided an update on the SOFD Handbook. Mr. Schoenemann and Citizen Member Chimenti met and discussed specific items for inclusion. Progress on the SOFD Handbook is ongoing.

C. City of Mequon Space Needs Analysis (update)

Chief Bialk provided an update of the City of Mequon Space Needs Analysis. The firm FGMA was selected to conduct the analysis in Mequon. Information was collected from City officials

and a preliminary report was presented in January. President Mobley asked if space in Thiensville was included in the study. Administrator Jones added the Mequon Common Council will have a strategic planning meeting on Thursday, May 2, 2024, prior to the May 8, 2024 SOFD Board meeting. Chief Bialk can provide an update at that meeting. There potentially could be joint discussions between the Common Council and Village Board related to future facility planning. President Mobley noted that Thiensville is considering leasing space to Bell Ambulance and potential SOFD space needs could have an impact. A written report from Chief Bialk on the impact of leasing space to Bell Ambulance would be helpful. Citizen Member Streeter added the SOFD Board at some point needs to discuss when to approach a strategic plan for SOFD.

VII. FINANCE

A. Ozaukee County EMS ARPA Grant Audit Update (att)

Chief Bialk provided an update on the site visit review of the Ozaukee County ARPA grant. President Mobley asked about revenue from ambulance billing. Chief Bialk noted that bills are going out and revenue is being received regularly.

B. SOFD Audit - Baker Tilly Update (att)

Chief Bialk provided an update on the upcoming audit.

C. Review and Action regarding Payment for Ambulance Chassis (att)

MOTION by President Mobley, **SECONDED** by Alderwoman Schneider to authorize \$35,967 Payment to Life Line Emergency Vehicles for Ambulance Chassis. (Resolution 2024001)

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

Naes: None

MOTION CARRIED.

D. Review and Action regarding Purchase of Replacement Ambulance (att)

Chief Bialk noted it will take approximately two years for delivery of a replacement ambulance. The price includes a \$55,356 Stryker Power-Load cot system.

MOTION by Citizen Member Chimenti, **SECONDED** by Trustee Eckert to purchase a replacement ambulance from Life Line Emergency Vehicles for \$365,144. (Resolution 2024002)

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

Naes: None
MOTION CARRIED.

VIII. REVIEW DATE OF NEXT MEETING

A. May 8, 2024

Trustee Eckert asked about the recent donation of dive equipment. It will be accepted by the Board at the May 8, 2024 meeting.

Trustee Eckert requested details on the most-recent fatal fire. Chief Bialk provided an update. Mayor Nerbun suggested placing updates of major events on the agenda in the future. Trustee Eckert suggested the SOFD appoint a public information officer.

Citizen Member Streeter suggested sharing photos from a recent stair-climb photo with the local newspaper.

IX. ADJOURNMENT

MOTION by Citizen Member Chimenti, **SECONDED** by Trustee Eckert to adjourn the Meeting at 7:02 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Administrative Assistant
Village of Thiensville

Signed by,

Colleen Landisch-Hansen
Village Administrator/Interim Village Clerk
Village of Thiensville