



Southern Ozaukee Fire & EMS Board
MINUTES

DATE: Wednesday, November 8, 2023

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
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. September 13, 2023 (att)

Citizen member Streeter proposed changes to Discussion Item A., Mission, Vision and Values, to say Chief Bialk asked members for guidance about operationalizing the Mission, Vision and Values, including making signs.

MOTION by Alderwoman Schneider, **SECONDED** by Alderman Schneider to approve the September 13, 2023 Minutes as amended. **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.

John Treffert, 184 Alta Loma Court, Thiensville, commended all parties involved for their accomplishments with the merger of the Departments.

John Kukla, 313 Riverview Drive, Thiensville, president of the Thiensville Volunteer Fire Department Corp., thanked Chief Bialk and others from SOFD for their participation in recent fundraising events. Upcoming community events include the tree lighting and pancake breakfast with Santa.

V. GOVERNANCE

A. Discuss Wisconsin Policy Forum award (att)

Chief Bialk shared Mequon and Thiensville will receive the Intergovernmental Cooperation Award from Wisconsin Policy Forum for the merger of the Mequon and Thiensville Fire Departments.

B. Review and approve Mission, Vision and Values (att)

Chief Bialk noted posters and T-shirts incorporating the Mission, Vision and Values have been produced. Trustee Eckert thanked Citizen Member Lynn Streeter for her work.

MOTION by Trustee Eckert, **SECONDED** by Alderwoman Schneider to approve Mission, Vision and Values. **MOTION CARRIED UNANIMOUSLY.**

C. Review and approve 2023-2024 Work Plan (att)

Chief Bialk reviewed activities in 2023 and plans for 2024. Administrator Jones noted that the Work Plan is a living document that may undergo changes as needs arise.

VI. OPERATIONS

A. Discuss Biennial Ambulance Inspection (att)

Chief Bialk shared that the Department did well in a recent inspection of ambulances. All items of concern during the inspection have been corrected. Application of the Department name on ambulances will occur in January. Alderman Mayr asked about the internal inspection process. Chief Bialk stated checks occur weekly.

B. Staffing Update/Paramedic Training (att)

Chief Bialk noted in 2023, 1.5% of shifts were unfilled, compared to 16% in 2022. The 1.5% represents time that cannot be filled by part-time or paid-on-call staff. Chief Bialk emailed all members to gauge interest in who wants to attend paramedic school. Six expressed interest. The cost will be paid by the Department.

C. Discuss Commercial Fire Inspection Fees (att)

A fire inspection fee was created when the Departments merged. There are discrepancies with inspection fees per square foot. Invoices are being calculated based on a smaller square foot scale than what was adopted. Chief Bialk has asked Deputy Chief Zellmann to determine a policy for exempted properties for review in 2024. Mayor Nerbun suggested sending new bills at the lower amount and returning checks for payments made at the higher rate. Deputy Chief Zellmann noted he had received several phone calls on the bills for fire inspection fees and there have been few complaints after the inspection fee was explained.

VII. FINANCE

A. Ozaukee County ARPA Funding Update (att)

Chief Bialk provided an update on Ozaukee County ARPA Funding. The initial installment has been received. A second payment will be sent on April 1, 2024.

B. Ambulance Billing Update (att)

Through October 31, 2023, there have been 468 ambulance transports with about \$1.7 million in charges. The Department will be close to projections at the end of the year.

C. Review Third Quarter 2023 Budget (att)

Chief Bialk provided an update on the 2023 Budget. The Department recently received a \$4,000 grant that has been spent on pagers. Alderwoman Schneider asked how credit cards are used. Chief Bialk it is primarily for supplies that are purchased online, such as from Amazon. Commissioners discussed a policy for quarterly review of the check register.

VIII. CAPITAL

A. Discuss Capital Equipment Funding/Fleet (att)

A working group has been established to discuss the use and potential sale of fleet vehicles. The Department currently has two ladder trucks. Administrator Jones noted a key question is whether to keep two ladder trucks or sell one and apply the proceeds to the capital account. Alderman Mayr suggested studying the use of the ladder truck to determine if there is a benefit

to keeping one on the east side and the other on the west side. The Board will discuss the ladder trucks in more detail in 2024. Fleet consolidation will continue to be discussed at the January 2024 meeting.

IX. ANY OTHER MISCELLANEOUS BUSINESS BY MEMBERS AS MAY BE BROUGHT BEFORE THE BOARD

A. Review news articles

1. North Shore Fire and Rescue, Milwaukee Journal Sentinel (att)

2. Electric fire truck, Milwaukee Journal Sentinel (att)

Administrator Jones noted the articles were included for members' interest.

B. Review Meeting Date Schedule

1. January 10, 2024

2. Review Proposed SOFD Board Meetings 2024

Members reviewed upcoming meeting dates.

X. ADJOURNMENT

MOTION by Alderwoman Schneider, **SECONDED** by Alderman Mayr to adjourn the meeting at 6:45 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Village of Thiensville
Administrative Assistant

Signed by,

Colleen Landisch-Hansen
Village of Thiensville
Administrator and Interim Clerk

