

North Shore Fire Department Board of Directors Meeting Minutes: January 14, 2020

Meeting Location: Glendale City Hall, 5909 N. Milwaukee River Parkway, Glendale

1. CALL TO ORDER

The meeting was to order at 8:00 a.m.

Present: Sam Dickman, representing Bayside
Michael Hall, representing Brown Deer
Douglas Frazer, representing Fox Point
Rachel Safstrom, representing Glendale
Peter Kingwill, representing River Hills
Allison Rozek, representing Shorewood, arrived 8:08 a.m.
Julie Siegel, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief
Andrew Harris, Assistant Chief
Toby Carlson, Battalion Chief
KateLynn Harrigan, Finance Director
Kerry Wenzel, Administrative Coordinator
Andy Pederson, Bayside Village Manager
Paul Boening, Whitefish Bay Village Manager
Nick Padway, Fire Commission

2. PERSONS DESIRING TO BE HEARD

3. CONSIDERATION OF MINUTES

It was moved by Ms. Siegel and seconded by Mr. Kingwill to approve the December 10, 2019 Board of Directors Minutes. Motion carried unanimously.

4. FIRE CHIEF'S REPORT ON DEPARTMENT ACTIVITIES RELATING TO DEPARTMENT CALLS, STAFFING, APPOINTMENT/PROMOTION NEEDS, TRAINING, FIRE PREVENTION ACTIVITIES AND UPCOMING EVENTS

Chief Whitaker provided an update from the recent ICC meeting. He noted paramedic funding seems to be resolved and the proposal to extend under current terms seems to be the best solution. Action is anticipated at the next meeting.

He updated the Board on Senate Bill 310 regarding firefighting foam. He stated the Department has about \$50,000 invested in current inventory of this type of foam and if required to replace, the Department can anticipate a large expense.

5. NSFD COMMISSION CHAIRPERSON'S REPORT

Mr. Padway stated the Commission will review, in early February, the background reports of several candidates who have conditional offers. He stated the Department has seen a few resignations

recently, but believes it is the nature of the times. Ms. Rozek asked if he believed it is related to a newer generation. Mr. Padway, agreed, stating he believes it is generational.

6. MONTHLY FINANCIAL REPORT – KATELYNN HARRIGAN

Ms. Harrigan stated the Department is projecting an estimated year-end surplus of approximately \$5,000. Regarding IT, Ms. Rozek asked if the Department will hire for this position, or if there are savings utilizing the agreement with Bayside. Ms. Harrigan stated the new position will be hired as part of the IT agreement with Bayside. She added, in 2019, the Department saw an increase in contract services as a result of not filling this position.

Ms. Rozek asked, if the Department increases EMS fees and if the number of transports increase, will that factor into the 30/30/40 split, as discussed at ICC. Chief Whitaker stated that equation does not affect the number of transports.

7. ADOPTION OF RESOLUTION 20-01: POST EMPLOYEMENT AND RETIREMENT EXPENSE STABILIZATION FUND

Ms. Harrigan stated the annual amount transferred to the stabilization fund has slightly increased this year, to \$616,690. This resolution allows the transfer from the general fund to the stabilization fund and has been requested by the Department's audit firm as well as Milliman.

It was moved by Mr. Dickman and seconded by Mr. Frazer to adopt Resolution 20-01. Motion carried unanimously.

8. UPDATE REGARDING FIRE STATION REMODEL PROJECTS

Chief Whitaker stated he will meet with the group this week regarding reviewing additional workdays and change orders. For Station 84, there is a contingency in the agreement for an agreed 70/30 split with the Village of Whitefish Bay. Ms. Rozek asked if there was anything in the contract that addressed the delays. Chief Whitaker stated there is a delay fee in the contract.

Regarding the Station 83 project, Chief Whitaker stated work has begun. The demolition added about five days to the schedule. The Department has not seen a formal change order for the additional days but may see that in the future. The closing is tentatively set for late January.

9. ACCEPT BID OF HASTINGS AIR ENERGY CONTROL, INC. FOR STATION EXHAUST SYSTEM AND APPROVE FIRE CHIEF TO ENTER INTO A CONTRACT FOR \$360,775

Chief Whitaker stated this project is a result of a FEMA grant; the Department will pay 10% of the project. The current equipment in the stations is from approximately 2006 and was funded through a similar grant process. The Department received two bids; however, one bid did not meet the specifications. Ms. Rozek asked what specifications were not met. Chief Whitaker stated it was regarding how the equipment mounts to the apparatus. Mr. Dickman asked if we put this equipment in now, but if a station, such as Glendale, will be remodeled in the near future, how will that affect the equipment. Chief Whitaker stated the system can be removed and replaced during a remodel project.

It was moved by Mr. Frazer and seconded by Mr. Kingwill to accept the bid from Hastings Air Energy Control and authorize the Fire Chief to enter into a contract. Motion carried unanimously.

10. ELECTION OF OFFICERS

Mr. Dickman stated he recommends tabling this item until May 2020 due to upcoming elections.

It was moved by Mr. Frazer and seconded by Ms. Rozek to postpone Election of Officers until May 2020. Motion carried unanimously.

11. ANNOUNCEMENTS

12. DATE AND LOCATION FOR NEXT MEETING

The next meeting will be held at River Hills Village Hall on February 11, 2020.

13. ADJOURNMENT

It was moved by Mr. Frazer and seconded by Ms. Rozek to adjourn. Motion carried unanimously at 8:45 a.m.

Kerry Wenzel for
Douglas Frazer
Secretary/Treasurer
NSFD Board of Directors