

North Shore Fire Department Board of Directors Meeting Minutes: February 9, 2021

Meeting held via Zoom Conferencing

1. CALL TO ORDER

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

Present: Eido Walny, representing Bayside
Wanda Montgomery, representing Brown Deer
Douglas Frazer, representing Fox Point
Bryan Kennedy, representing Glendale
Peter Kingwill, representing River Hills
Allison Rozek, representing Shorewood
Julie Siegel, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief
Andrew Harris, Assistant Chief
John Maydak, Assistant Chief
Dan Tyk, Battalion Chief
KateLynn Harrigan, Finance Director
Kerry Wenzel, Administrative Coordinator
Nick Padway, Fire Commission Chair
Andy Pederson, Bayside Village Manager
Michael Hall, Brown Deer Village Manager
Rachel Safstrom, Glendale City Administrator
Rebecca Ewald, Shorewood Village Manager
Paul Boening, Whitefish Bay Village Manager
Peter Ziegelbauer, Local 1440
Greg Sikora, Local 1440

2. PERSONS DESIRING TO BE HEARD

Peter Ziegelbauer introduced himself as the President of Local 1440. He began his term in January.

3. CONSIDERATION OF MINUTES

It was moved by Mr. Kennedy and seconded by Mr. Kingwill to approve the December 8, 2020 Board of Directors Minutes as presented. 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 stated many Department personnel are in the second round of the COVID vaccine. Approximately 80 employees have opted to be immunized. Personnel are reporting more symptoms after receiving the second dose resulting in increased absences.

The Center for Public Safety Excellence approved the Department's reaccreditation in January. Chief Whitaker will have a presentation in March regarding the accreditation process and recommendations.

The Department received the GFOA's Certificate of Achievement for Excellence in Financial Reporting. He congratulated Ms. Harrigan on her accomplishments.

5. NSFD COMMISSION CHAIRPERSON'S REPORT

Mr. Padway stated the Commission met three times since December. The Commission approved promotions of a Lieutenant and Heavy Equipment Operator. The Commission also is working on improving the diversity in the Department. Commissioners are exploring outside resources to assist in this process.

In January, the Commission created a Firefighter Eligibility List with 17 candidates. The Commission met again in February to review the probationary periods of three employees.

6. MONTHLY FINANCIAL REPORT – KATELYNN HARRIGAN

The Department is one month through the fiscal year. The transition to our new billing company is complete. Ms. Siegel asked if had the Department not switched billing agencies, would the collections be as high. Ms. Harrigan stated the accounts are at 120 days, which is standard procedure to send to collections.

7. CONSIDERATION OF RESOLUTION 21-01: RESOLUTION ESTABLISHING THE POST EMPLOYMENT & RETIREMENT EXPENSE STABILIZATION FUND OF THE NORTH SHORE FIRE DEPARTMENT

Ms. Harrigan explained this is a resolution to transfer this amount from the General Fund to the Stabilization Fund on an annual basis. Those funds are not in a trust, but it is a designation for those expenses.

Mr. Kennedy suggested retitling the name of the resolution from "establishing the fund" to "establishing the 2021 contribution to the fund". Ms. Siegel asked that Staff work with legal counsel to make sure it is articulated correctly.

It was moved by Mr. Kennedy and seconded Ms. Rosek to accept the resolution as presented and to work with legal counsel on the title of the resolution. Motion carried unanimously.

8. CONSIDERATION 21-02: A RESOLUTION APPROVING A "SINGLE OR MULTI YEAR CAPITAL" BUDGET TO PURCHASE LARGE APPARATUS EQUIPMENT FOR 2022, 2023, 2024 & 2025

Chief Whitaker stated through resolutions of this type, it is the intent of the Board to fund large capital projects. This resolution will fund the four-year capital budget cycles and was established by Ms. Harrigan. The resolution will need to be approved by the seven municipalities and the Managers/Administrator are aware of the timeframe.

Ms. Harrigan stated the resolution includes years 2022-2025.

Mr. Walny asked if there are discounts available when entering into multiple contracts. Chief Whitaker stated there are small discounts, but the Department is using a cooperative group which will provide further discounts.

It was moved by Mr. Kennedy and seconded by Mr. Walny to adopt Resolution 20-02: A resolution approving a Single or Multi-Year Capital Budget to purchase large apparatus equipment for 2022, 2023, 2024 & 2025 and refer to the seven municipalities. Motion carried unanimously.

Ms. Montgomery asked if there was a timeframe for adoption of the resolutions. Chief Whitaker stated there is no firm timeline but suggested taking action over the next month.

9. CONSIDERATION OF FIRE ENGINE PURCHASE

Chief Whitaker stated this purchase is partially funded in 2021 and 2022 budgets. The Department is looking to make this purchase through HGACBuy cooperative. After add-on features are included, the purchase price for the engine would be \$596,111.

It was moved by Mr. Kennedy and seconded by Ms. Montgomery to authorize the Fire Chief to enter into a contract with Reliant Fire Equipment for purchase of a Pierce Fire Engine for \$596,111 upon receipt of all seven member communicates approved resolutions authorizing approval of the North Shore Fire Department's Single/Multi Year Capital Budget for 2022-2025 that includes fund fur purchase of the fire Engine.

Ms. Rozek thanked Chief Whitaker on the detail provided and due diligence on receiving the lowest prices. Mr. Walny echoed the comments and thanked Chief Whitaker for providing education for the Board.

Motion carried unanimously.

10. STATION 82 PROJECT UPDATE

Chief Whitaker presented his report on the status of Station 82 in Glendale.

Ms. Rosek would like to see a remodel due to the unknown future and potential future consolidations. Mr. Frazer stated consolidating NSHD to a central location makes sense. He added interest rates this low presents an opportunity and believes a new building would make sense. Ms. Montgomery would also like to have the Manager/Administrator group look at the impact. She added she would rather see a new building that would provide a long-term facility. Ms. Siegel stated Option A seems too expensive and would support Option B. She added she supports a 20-year bond. She would like to make sure the needs are met for those who use the NSHD.

Chief Whitaker added the maintenance facility is a priority as it remains unequipped and it should have been addressed long ago.

Mr. Kennedy agreed with Ms. Sigel on her concerns over project costs.

11. ANNOUNCEMENTS

12. DATE AND LOCATION FOR NEXT MEETING

The Board is set to meet on March 9 at 8:00 a.m. via Zoom.

13. ADJOURNMENT

It was moved by Mr. Kennedy and seconded by Mr. Kingwill to adjourn. Motion carried unanimously at 9:18 a.m.

Kerry Wenzel for
Wanda Montgomery
Secretary/Treasurer
NSFD Board of Directors