

**BOARD OF DIRECTORS MEETING**  
**HELD AT FOX POINT VILLAGE HALL**  
**7200 N. SANTA MONICA BLVD., FOX POINT, WISCONSIN**

**March 12, 2019**

**1. CALL TO ORDER**

The meeting was to order at 7:49 a.m.

Present: Sam Dickman, representing Bayside  
Carl Krueger, representing Brown Deer  
Douglas Frazer, representing Fox Point  
Bryan Kennedy, representing Glendale  
Tammy LaBorde, representing River Hills  
Rebecca Ewald, representing Shorewood, arrived 8:04 a.m.  
Paul Boening, representing Whitefish Bay

Also Present: Robert Whitaker, Fire Chief  
Andrew Harris, Assistant Chief  
KateLynn Harrigan, Finance Director  
Kerry Wenzel, Administrative Coordinator  
Michael Hall, Brown Deer Village Manager  
Rachel Safstrom, Glendale City Administrator  
Paul Boening, Whitefish Bay Village Manager  
Ann Christiansen, North Shore Health Department

**2. PERSONS DESIRING TO BE HEARD**

**3. CONSIDERATION OF MINUTES**

*It was moved by Mr. Dickman and seconded by Mr. Krueger to approve the February 19, 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 stated the Department continues to make contact with Joint Finance regarding the ERP language. He also reviewed the Department's Key Performance Indicators from 2018. He stated the Department targets 6:30 for average response time and the Department shows 5:27 for 2018. Response times do fluctuate and tend to increase during daytime hours due to call volume, traffic, and other factors. He also noted the unit activity for two of our units is at 25%. Statistics show that units at around 30% will start to tax the system. The Department will continue to monitor the data. He noted, as the community ages, call volume will increase. Additionally, our communities have seen an increase in the development of senior living/memory care facilities.

Mr. Kennedy asked if the Department rotates vehicles from busy to less busy stations. Chief Whitaker stated newer vehicles start in busy stations but are eventually rotated.

Chief Whitaker stated the Department is also looking at a succession plan for the Department's building maintenance staff member who is looking to retire.

**5. NSFD COMMISSION CHAIRPERSON'S REPORT**

**6. COMMITTEE REPORTS**

**FINANCE COMMITTEE**

The Finance Committee met and received the financial report. Mr. Herdeman also provided the 2018 investment results.

**7. PRESENTATION FROM NORTH SHORE HEALTH DEPARTMENT**

Ms. Christiansen reviewed the 2018 activities form the North Shore Health Department.

**8. DISCUSSION AND APPROVAL OF AMBULANCE PURCHASE CONTRACT**

Chief Whitaker stated the information is provided in the packet. The Horton/International price of \$295,219 includes the vehicle as well as cot, defib, radio, etc. He added the Department is looking to try a different chassis and the bid price came in below the budgeted amount of \$315,000.

*It was moved by Mr. Krueger and seconded by Mr. Boening to accept the Horton/International quote of \$295,219 and authorized execution of the purchase contract. Motion carried 6-0-1 (Mr. Dickman abstained).*

**9. CONSIDERATION AND POSSIBLE APPROVAL OF RESULTION 19-05: A RESOLUTION SUPPORTING STATE OF WISCONSIN LEVY LIMIT EXEMPTIONS FOR CONSOLIDATED DISPATCH CENTERS**

*It was moved by Mr. Dickman and seconded by Mr. Frazer to adoption Resolution 19-05. Motion carried unanimously.*

**10. STATION 83 UPDATE**

Chief Whitaker stated there were three quotes received for the Station 83 remodel. After looking at proposals, it was determined two would fit the needs of the project: Kueny Architects and Zimmerman Design. Chief Whitaker stated the Board will need to review and approve the contract at an upcoming meeting.

**11. DEBT PAYMENTS TO THE NORTH SHORE FIRE DEPARTMENT**

Ms. Harrigan presented the information provided by Baker Tilly regarding the current method for the Department's debt repayment. In summary, Baker Tilly stated using the formula percentage allocation is a reasonable method to allocate principal and interest. Village of Shorewood asked for further clarification regarding setting the principal at the beginning of the term so payments

are known throughout the full length of borrowing. She stated the Department will follow up on that question.

**12. ANNOUNCEMENTS**

**13. DATE AND LOCATION FOR NEXT MEETING**

The next meeting will be held on April 9, 2019 – Maslowski Park Community Room.

**14. ADJOURNMENT**

*It was moved by Mr. Frazer and seconded by Ms. LaBorde to adjourn. Motion carried unanimously at 8:40 a.m.*

Carl Krueger  
Secretary/Treasurer  
NSFD Board of Directors