Fire Commission Meeting

Middleton Fire District City of Middleton, Town of Middleton, Town of Springfield, Town of Westport

Thursday, October 17, 2013 5:30 PM MIFD Station 1 7600 University Avenue Middleton, WI

Commission Members Present: Ken Sipsma, Milo Breunig, Dan Dresen, Julie Brunette

Commission Members Absent: Howard Teal

Officers Present: Chief Aaron Harris, Assistant Chief Gary Gillitzer, Battalion Chief Brad Subera, Battalion Chief Jesse Schluter, Battalion Chief Scott Lindblom, Captain Mark Kampe, Captain Matt Reigel, Captain Willis Hofmeister, Captain Jason Koski

Others Present: Mary Roessler

The meeting was called to order by Breunig at 5:51 p.m.

1. Approval of the October 17th Agenda Posting

Motion made by Dresen and seconded by Brunette to approve the October 17th Agenda posting. Motion passed.

2. Approval of the September 19th Minutes

Motion made by Brunette and seconded by Dresen to approve the September 19th Minutes. Motion passed.

3. Inspection Report

- Subera reported that Inspector Bob Weber is working on re-inspections in the City of Middleton and the towns are finished. Weber will have re-inspections complete by Mid-November.
- Weber is reviewing a new computer software program and acquiring information from other users.
- Subera noted that there are some building projects that have passed final inspection recently, including: Spectrum Brands, Monsanto, PPD, and a business at 8301 Murphy Drive.
- Subera reported there are a couple of new building projects starting; one at the old Bong property (Town of Springfield) and two apartment buildings (City of Middleton).

4. Education Report

- Subera reported the following activities since the last report:
 - 6 fire extinguisher education trainings
 - 4 station education sessions
 - 27 education sessions away from the station
 - 10 fire truck displays and kid parades
 - 3 inspections
 - 37 strategic education sessions
 - Public education sessions with 844 adults and 2,371 children

5. Personnel Report

Harris reported that there have been no changes in personnel since the last meeting.

6. MIFD Operations Report

- Harris reported that there have been 64 calls since the last meeting.
- Harris noted that everyone passed their recent Certified II Firefighter exam and will do their practical exam in November.
- It was Fire Prevention Week last week so the MIFD did public education at all of the area grade schools. Subera gave a short overview of the shows. Harris also noted that the MIFD clowns (Pattycakes and JJ) also took several photos around the area that will be posted on Facebook soon.

Sipsma arrived and took over as Chair.

7. Consideration of the 2014 Operating and Capital Budget. Discussion/Action

- Harris gave an update on the new Draft Budget that includes revised numbers for dental and health insurance premiums.
- Harris reported that revised numbers have been approved by the City of Middleton so far.
- The Commissioners discussed budget details at length.
- Motion made by Brunette and seconded by Breunig to approve the budget as presented. (See attached.)
 Motion passed.

8. Consideration regarding Equipment Purchase Utilizing MIFD Income and/or Fund Balance. Discussion/Action

- Harris noted that there is a fund balance that he would like to utilize to make purchases in the next few months. A lengthy discussion followed.
- Sipsma requested a list of items, amounts, and explanations be sent out prior to the next Fire Commission Meeting and to include this item on next month's agenda.

9. Update on Pre-Alert Page and Page Delay Concerns

- Harris noted the Pre-Alert Page Committee has met four times since the last Commission Meeting.
- Harris stated that there are funds allocated for this project and the Committee has a "go live date" goal of March 1, 2014.
- The project implementation is not possible until after January because of some software upgrades that are necessary.

10. Approval of Monthly Bills. Discussion/Action

Motion made by Breunig and seconded by Dresen to approve the October monthly bills. Motion passed.

11. Correspondence/Communication Update

- Roessler reported that thank you notes were received from:
 - "A very thankful family" for making the community safer.
 - CPM Healthgrades for Chief Harris assisting them with a with a team exercise.
 - McFarlanes' for the MIFD's assistance at a mutual aid fire.
 - Chief of the Cross Plains Police Department for a mutual aid call concerning a lost child.
 - A student of Chief Harris' for the training he had received and put to use at a recent incident.

12. Proposal of Future Agenda Items

- Update on Pre-Alert Page and Page Delay Concerns (standing item until resolved). Brunette also noted that she would like to see the Pre-Alert Page Survey when it is finalized. Harris noted he would send her a link to the survey once complete.
- Consideration regarding Equipment Purchase Utilizing MIFD Income and/or Fund Balance. Discussion/Action

13. Burn Trailer and Squad 1 Live Demonstration – The Fire Commission will convene at 3110 Laura Lane, Middleton, for a Live Demonstration

- Reconvened at 3110 Laura Lane, Middleton at approximately 7:30 pm.
- Commissioners were given live demonstration of:
 - A vehicle extrication. First auto cribbing was used to stabilize the vehicle and then cutters and spreaders were used to take the roof off.
 - A live interior burn in the burn trailer using the ultra-high pressure system to extinguish the fire.

12. Motion to Adjourn

 Motion made by Dresen and seconded by Breunig to adjourn the meeting. Motion passed. Meeting adjourned at 8:25 p.m.

October 17th, 2013 Minutes submitted by Mary Roessler.

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Mary Roessler Secretary

Approved: November 21, 2013