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

Thursday, November 21, 2013
6:00 PM
MIFD Station 1
7600 University Avenue
Middleton, WI

Commission Members Present: Ken Sipsma, Howard Teal, Dan Dresen, Julie Brunette

Commission Members Absent: Milo Breunig

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

Others Present: David Shaw, Mary Roessler

The meeting was called to order by Teal at 6:01 p.m.

1. **Approval of the November 21st Agenda Posting**
   - Motion made by Teal and seconded by Brunette to approve the November 21st Agenda posting. Motion passed.

2. **Approval of the October 17th Minutes**
   - Motion made by Brunette and seconded by Dresen to approve the October 17th Minutes. Motion passed.

3. **Personnel Report**
   - Harris reported that there have been no changes in personnel since the last meeting.

4. **MIFD Operations Report**
   - Harris reported that there have been 56 calls since the last meeting.
   - Harris noted that the Firefighter II candidates have passed their written and practical exams and are planning a graduation event on December 14th that he hopes Commissioners will attend.
   - Harris reported few notable calls:
     - An apartment building kitchen fire that was extinguished by the tenant. It was a good stop and could have been a major incident.
     - An EMS assist at the Haunted Hustle assisting with an individual having a heart attack.

Sipsma arrived and took over as Chair.

5. **Consideration regarding Equipment Purchase Utilizing MIFD Income and/or Fund Balance. Discussion/Action**
   - Harris distributed the MIFD Requested Equipment List dated 11/20/2013 to Commissioners.
   - Harris noted that the Fund Balance is carryover from 2012 of approximately $32,000.
   - Motion made by Brunette and seconded by Teal to approve purchasing all of the items on the MIFD Requested Equipment List dated 11/20/2013 (attached). Motion passed.

6. **Consideration of suggested revisions to the Fire Protection Agreement. Discussion/Action**
   - Harris noted the original intention of revising the Agreement was to have municipalities pay twice per year. The City of Middleton's attorney has suggested additional changes and suggested increasing the administrative fee substantially. Harris met with Mike Davis recently and he would agree to striking the last sentence in 2D and discussing the administrative fee as part of the budget process instead of making it a part of the Agreement.

- A discussion followed about other suggested changes and revisions.
- Motion made by Teal and seconded by Brunette to defer this agenda item. Motion passed.

7. Update on Pre-Alert Page and Page Delay Concerns
- Harris noted that the Pre-Alert Page Committee has met once since the last Commission Meeting.
- Harris stated that the equipment and software have been ordered and they are on track for going live by March 1, 2014.

8. Approval of Monthly Bills. Discussion/Action
- Motion made by Dresen and seconded by Brunette to approve the November monthly bills. Motion passed.

9. Correspondence/Communication Update
- Roessler reported that thank you notes were received from:
  - MHS Tennis Team for an escort from the MIFD after becoming State champions.
  - A former student of Harris' thanking him for the training he received and for using him as a reference. He was recently hired on as a full time Firefighter in Superior.
  - An individual who assisted with the Haunted Hustle thanked the MIFD for their assistance with helping save a life that day.

10. Proposal of Future Agenda Items
- None.

11. Motion to Adjourn
- Motion made by Dresen and seconded by Brunette to adjourn the meeting. Motion passed. Meeting adjourned at 6:35 p.m.

November 21st, 2013 Minutes submitted by Mary Roessler.

Mary Roessler
Secretary
Re-Approved: January 16, 2014