

New Richmond Fire & Rescue Service
 106 South Arch Avenue
 New Richmond, Wisconsin 54017

FIRE ADVISORY BOARD MEETING:
 Un-Official Meeting Minutes of August 19, 2015.

CALL TO ORDER:
 The meeting was called to order at 7:02 PM.

ROLL CALL:
 The following (X'd) individuals were present at this meeting. All listed will receive a copy of these Meeting Minutes.

	Mike Darrow	City of New Richmond - City Administrator (715) 243-0401	mdarrow@newrichmondwi.gov
	Tanya Reigel	City of New Richmond - Clerk (715) 243-0403	treigel@newrichmondwi.gov
	Marie Bannik	City of New Richmond - Administrative (715) 246-4268	mbannik@newrichmondwi.gov
X	Fred Horne	City of New Richmond - Mayor (715) 246-4268	mayorfred@frontier.com
X	John VanDyk	Erin Prairie Township - Chairman (715) 246-5057	vandykjohn@yahoo.com
	Jackie Mitchell	Erin Prairie Township - Clerk (715) 246-5514	tep@sunnylink.com
	Craig Kittel	New Richmond - City Council (District 1) (715) 246-3961	aldermankittel@frontier.com
	Scottie Ard	New Richmond - City Council (District 2) (715) 338-6064	aldermanard@frontier.com
	Jim Jackson	New Richmond - City Council (District 3) (715) 338-5041	jsjackson87@gmail.com
	Jane Hansen	New Richmond - City Council (District 4) (715) 220-1750	aldermanhansen@frontier.com
	Ron Volkert	New Richmond - City Council (District 5) (715) 220-6788	NA
X	Jim Zajkowski	New Richmond - City Council (District 6) (715) 246-6937	aldermanzajkowski@frontier.com
	Brad Olek	New Richmond Fire & Rescue	bolek32@hotmail.com
X	Robin Haffner	New Richmond Fire & Rescue	rchaff@frontiernet.net
X	Roger Lindloff	New Richmond Fire & Rescue	rwljml@hotmail.com
X	Jim Vander Wyst	New Richmond Fire & Rescue - Chief (715) 243-0424	nrfire@frontiernet.net
X	Dave Naser	Richmond Township - Board Member (715) 246-6679	towny49@frontiernet.net
	Gary Knutson	Richmond Township - Chairman (715) 690-4661	glknutson@frontiernet.net
	Donna Preece	Richmond Township - Clerk (715) 246-4092	dpreece@frontiernet.net
X	Dick Hesselink	Stanton Township - Chairman (715) 248-3082	hesselinkracing@hotmail.com
	Sharon Balcerek	Stanton Township - Clerk (715) 248-4550	townofstanton@frontiernet.net
	Scott Counter	Star Prairie Township - Chairman (715) 248-7765	scott@hometecbuilders.com (left meeting @ 7:48 PM)

X	Joe Schachtner	Star Prairie Town - Board Member (715) 246-6163	powernut59@yahoo.com
	Mike Burke	Star Prairie Township - Clerk (715) 246-9878	townstarprairie@frontiernet.net
	Michele Hermansen	Star Prairie Township - Supervisor (715) 247-5426	michele2255@gmail.com
	Keith Karpenski	Town of Alden - Chairman (715) 554-2488	kkarpenski@aol.com
	Judy Demulling	Town of Alden - Clerk (715) 248-7859	alden@townofalden.com
	Greg Frost	Town of Alden - Supervisor (763) 670-0212	g.frost.fg@gmail.com
	Chad Peterson	Village of Star Prairie - Chairman (715) 220-9831	cmpeter2009@live.com
	Patsy Johnson	Village of Star Prairie - Clerk (715) 248-7231	starpv@frontiernet.net

PREVIOUS MEETING MINUTES:

- **June 17, 2015 Meeting Notes**

MOTION:

A motion was made by Joe Schachtner and seconded by Dave Naser to approve the June 17, 2015 Meeting Minutes as written. The motion carried.

NEW BUSINESS:

- **Yearly Vehicle Maintenance Contract Pricing**
 - Chief explained that a letter and worksheet was sent out to four vendors (three replied) asking for pricing to maintain the fire department apparatus. Chief made it clear to the vendors that this was not a request for bid only a request for information. There is enough work to justify outsourcing the maintenance. If approved by the City, this service will go out for formal bid.
- **Cost of a Full-Time Mechanic**
 - Chief advised that this was not pursued as there would not be enough hours generated to warrant hiring a full-time staff member.
- **Pricing of Used "Combined" Vehicle**
 - Pricing of a used "combined" vehicle was included in the 2016 budget.
 - A figure of \$550,000 was included in this budget as a capital line item for a new vehicle; however, there is no opposition to purchasing a used vehicle.
 - Chief was asked to contact Mount Horeb Fire to see if their used vehicle is still available.
- **Pricing of Trailer**
 - Chief explained that the pricing of the trailer was scheduled for 2017 so no further research was conducted at this time.
- **5 Year Strategic Plan**
 - The 5 Year Strategic Plan was discussed. The Chief explained the plan and its ability to be changed out as it is a living document.
 - The group discussed the short term and long term goals outlined in the Plan. The Chief advised that this Plan will be put on the City's webpage. Several townships advised that they too will put the 5 Year Strategic Plan on their website. This plan was emailed to this board on August 13th.

- **Washington County/St. Croix County Mutual Aid Agreement Status**
 - The Agreement was signed by the Mayor, City Clerk, and Fire Chief on 07/20/15 and was mailed to Hudson Fire for further signatures on 07/22/15.
- **Auto Aid - Roberts Fire**
 - Chief explained that Roberts Fire Chief Glenn Hall was interested in doing an auto aid between the two departments that would encompass approximately 1 mile north and 1 mile south of County Road E. Chief will have more information at the next meeting.
- **2016 Budget**
 - Chief explained the 2016 Budget in great detail, highlighting any significant changes and reviewing each line item. All present were provided a copy of the 2016 Budget.

MOTION:

A motion was made by Jim Zajkowski and seconded by Joe Schachtner to accept the budget as presented. The motion carried.

- **Charging for Fire Runs**
 - Chief explained that the City was looking at charging for fire runs. Request was made by the Board that a copy of this document be attached to these notes for review. The Board asked Chief to contact United Fire (Baldwin Assistant Fire Chief) to inquire about their billing practices.
- **Set Next Meeting**
 - The next Fire Advisory Board Meeting has been scheduled for September 16, 2015 at 7:00 PM at the Fire Department.

ADJOURNMENT:

- **Adjourn**

MOTION:

A motion was made by Joe Schachtner and seconded by Jim Zajkowski to adjourn the meeting. The motion carried and the meeting adjourned at 8:50 PM.

ATTACHMENTS:

- Billable City Fire Calls

PROPOSED 10/2014**Billable Fire Calls - City of New Richmond**

Action	First Hour	Second Hour	Additional Hours	Notes
Actual Fire Responses:	\$800.00	\$300.00	PTO	Includes Incendiary Fires, billed to property owner
Actual Rescue/Veh Crash Responses:	\$800.00	PTO	PTO	Per call (2 veh = 50/50, 3 veh= 33/33/33.....)
Use of tools for Extrication / Rescue:	\$500.00	NC	NC	Additional to the response, per vehicle / owner
Excessive False Alarm Calls Responses:	\$800.00	PTO	PTO	The 3rd and + calls within a 12 month period
Special Incident Responses:	\$800.00	PTO	PTO	All other calls deemed to be chargeable
Explosion - No Fire (nat gas lines hit):	\$800.00	PTO	PTO	Billed to property owner - not spiller
HAZMAT / Emer Carbon Monoxide:	\$800.00	PTO	PTO	Billed to property owner - not occupant / renter
Good Intent - Non Emer CO calls:	NC	NC	NC	98% of all CO Calls are false and handled by 2 FFs
Service Call Responses:	\$800.00	NC	NC	Catch all
Severe Weather:	NC	NC	NC	Wide area destruction / natural causes
Billable Supplies :	As is			Such as floor dry or foam or spent fire extinguishers

ALL calls may be at the Chief's Discretion to Bill

PTO = Personnel Time Only

NC = No Charge