

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

FIRE ADVISORY BOARD MEETING
 Un-Official Meeting Minutes of June 21, 2017

CALL TO ORDER:

The meeting was called to order at 7:00 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
X	Rae Ann Ailts	City of New Richmond - Finance Director (715) 243-4268	raails@newrichmondwi.gov
	Lori Brinkman	City of New Richmond - Deputy Clerk/Treasurer (715) 246-4268	lbrinkman@newrichmondwi.gov
	Marie Bannik	City of New Richmond - Administrative (715) 246-4268	mbannink@newrichmondwi.gov
	Fred Horne	City of New Richmond - Mayor (715) 246-4268	mayorfred@newrichmondwi.gov
X	Craig Kittel	New Richmond - City Council (District 1) (715) 246-3961	aldermankittel@newrichmondwi.gov
	Scottie Ard	New Richmond - City Council (District 2) (715) 338-6064	aldermanard@newrichmondwi.gov
X	Jim Jackson	New Richmond - City Council (District 3) (715) 338-5041	aldermanjackson@newrichmondwi.gov
	Mike Montello	New Richmond - City Council (District 4) (715) 220-1750	aldermanmontello@newrichmondwi.gov
X	Ron Volkert	New Richmond - City Council (District 5) (715) 220-6788	aldermanjackson@newrichmondwi.gov
X	Jim Zajkowski	New Richmond - City Council (District 6) (715) 246-6937	aldermanzajkowski@newrichmondwi.gov
X	Jim Vander Wyst	New Richmond Fire & Rescue - Chief (715) 243-0429	nrfire@newrichmondwi.gov
X	Robin Haffner	New Richmond Fire & Rescue	rchaff@frontiernet.net
	Roger Lindloff	New Richmond Fire & Rescue	rwljml@hotmail.com
X	Doug Frandsen	New Richmond Fire & Rescue	scoops12@frontiernet.net
	Keith Karpenski	Town of Alden - Chairman (715) 554-2488	kkarpenski@aol.com
	Greg Frost	Town of Alden - Supervisor (763) 670-0212	g.frost.gf@gmail.com
	Judy Demulling	Town of Alden - Clerk (715) 248-7859	alden@townofalden.com
X	John VanDyk	Town of Erin Prairie - Chairman (715) 246-5057	vandykjohn@yahoo.com
	Jackie Mitchell	Town of Erin Prairie - Clerk (715) 246-5514	tep@sunnylink.com
X	Dave Naser	Town of Richmond - Supervisor (715) 417-0877	towny49@frontiernet.net
	Gary Knutson	Town of Richmond - Chairman (715) 690-4661	glknutson@frontiernet.net
	Donna Preece	Town of Richmond - Clerk (715) 246-4092	dpreece@frontiernet.net

X	Dave Stephens	Town of Richmond - Supervisor (715) 246-2854	dstephen@pressenter.com
	Dick Hesselink	Town of Stanton - Chairman (715) 248-3082	hesselinkracing@hotmail.com
	Sharon Balcerek	Town of Stanton - Clerk (715) 248-4550	townofstanton@frontiernet.net
X	Tom Heintz	Town of Star Prairie - Chairman (715) 246-9665	theintz2118@gmail.com
	Joe Schachtner	Town of Star Prairie - Board Member (612) 810-0043	powernut59@yahoo.com
	Mike Burke	Town of Star Prairie - Clerk (715) 246-9878	townstarprairie@frontiernet.net
	Chad Peterson	Village of Star Prairie - Chairman (715) 220-9831	cmpeter2009@live.com
	Dan Scheeringa	Village of Star Prairie - Board Member (715) 338-4890	ds7734@frontiernet.net
	Patsy Johnson	Village of Star Prairie - Clerk (715) 248-7231	starpv@frontiernet.net
X	Chris Boardman	Village of Star Prairie - Board Member (715) 377-6915	buzb@frontiernet.net

PREVIOUS MEETING MINUTES:

- March 29, 2017 Meeting Notes

MOTION:

A motion was made by Jim Zajkowski and seconded by Tom Heintz to approve the March 29, 2017 Meeting Minutes as written. The motion carried.

NEW BUSINESS:

1. Swearing In Process for Fire Chief Follow-Up

An email was sent on April 24th with supporting documentation on the Fire Chief Oath.

Received: Towns of Richmond, Stanton, Star Prairie, and Village of Star Prairie. Missing: Erin Prairie who will address this at their next monthly meeting (the 3rd Wednesday of the month at 8:00 PM). Alden Township has also been notified.

2. Chili Feed Follow-Up

The proceeds of this year's chili feed are over \$14,000.00. The NRF&R Apparatus, Equipment, PPE Committee met to discuss what to spend this money. At the firefighter's May meeting, they voted to purchase the following items: FLIR (Quantity 2), Intakes (Quantity 2), Rescue Pails (Quantity 2), Lock Out Tag Out Kit, Aztec Pro (Quantity 4), MPD, Seek or a FLIR (Quantity 3), which would total ~\$9,440. The remaining money will be held and possibly used toward Wildland Gear if the FFP Grant is received.

3. Outstanding Debt to the Village of Star Prairie/Water Meter

Chief spoke with Dan Scheeringa (Village of Star Prairie) about the water meter issue. They had a great conversation and were afforded the opportunity to work together and solve problems. The total balance owed is \$3,272.66. The Board discussed how much of this invoice should be paid by the fire department. The amount will be included in the 2018 budget.

A motion was made to table this matter until the 2018 budget discussions begin. The motion carried.

4. Approved 2017 Capital Projects / Status Update

The total approved 2017 NRF&R capital projects amount is \$54,478.00. An email was sent out to all Fire Advisory Board Members on May 3, 2017 outlining the status of the purchase of the new Dodge Durango, the repairs for the existing Dodge Durango, and an update on the build of the new engine E-3262.

New Chief's Vehicle

The new 2017 Dodge Durango was received from Bernard's on May 24th. The final purchase price was \$24,369.50 (\$1,530.50 less than expected). As previously mentioned, the 2001 Jeep Cherokee was traded in against this purchase – we received \$2,500 trade in. NRF&R has completed the installation of lights, siren, etc. in house.

Rescue Trailer

Per Chief's email on April 24th, the Rescue Trailer is complete.

Vehicle 3270: 1996 Chevrolet 3500 Pickup

Baldwin Machine & Fab completed the conversion of this vehicle into a flatbed. This vehicle is in service.

Formerly Vehicle 3272/Now 3264: 2008 Dodge Durango

The vehicle repairs, caused by a deer accident, were completed by New Richmond Collision. The final bill for all work totaled \$4,605.88. The insurance deductible is \$1,000.00. It should be noted that New Richmond Collision spent their own time and materials to repair the rust on this vehicle.

Vehicle E-3262: New Vehicle

Most of the truck body has been built and the chassis has arrived. We received Job Change Order No. 2. The lettering for Whiplash Graphics will be \$600.00. The lettering has not yet been completed.

5. FFP Grant

NRF&R submitted a Forest Fire Protection Grant on May 1st. Some of the items requested in this grant include brush jackets and pants, hard hats, fire resistant hoods, wildland leather gloves, chainsaw helmets, hose reels, chainsaws, nozzles, etc. This is a 50% cost share grant. Award announcements are slated for October 1st. If this grant is received, it will be added to the 2018 budget and will cover gear for 28 firefighters. Also noted, some of the chili feed proceeds may be used toward the additional 12 firefighters Wildland Gear not covered in this grant.

6. 5-Year Plan

Items completed include:

- Replacing 3265 (1997 Freightliner) and 3273 (1994 International Navistar) with a 2006 Precision Spartan Rescue Pumper.
- Repurposing 3270 (1996 Chevrolet) into a flatbed and purchasing a trailer.
- Replacing the main engine 3262 (1992 Spartan) with a new vehicle.
- Applying for the SCBA Grant, which we have not heard back on.
- Purchasing not one, but two defibrillators.
- Purchasing extrication equipment and upgrades complete.

Items remaining:

- MDC (Mobile Data Computers): These are very expensive and not likely to be purchased any time soon.
- Mobile Inspection & Pre-Plan Notebooks: These are also very expensive. There are no plans to purchase these in the near future.
- Replacing 3267 (1999 Ford) Brush Truck (2019 budget item).
- Replacing (or Refurbishing) 3271 (1996 Spartan) Pumper (2019 budget item).

7. Remaining Meeting Dates for 2017

- August 16, 2017 – 7:00 PM at the Fire Department
- December 13, 2017

ADDITIONS:

- We did receive a call from an individual interested in purchasing the Natural Gas Powered 8K Generator + Transfer Switch (Guardian by Generac Power Systems). Contact has been made with the gas contractor to disconnect the gas. This work is scheduled to be done yet this week.
- I Am Responding: We were contacted by St. Croix County about our I Am Responding contract renewal for 2018. This matter was discussed and Chief VanderWyst explained what a useful tool this is.
- Radios: Chief discussed the need for radios. The New Richmond Police Department will be going digital and will be getting new radios. NRF&R will be looking in to getting the analog radios from the police department. Chief advised that it makes more financial sense to remain analog at this time.
- 2018 Budget: Rae Ann Ailts outlined the process/timeline that the City and Townships will utilize in planning the 2018 budget.

ADJOURNMENT:

- Adjourn

MOTION:

A motion was made by Tom Heintz and seconded by Craig Kittel to adjourn the meeting. The motion carried and the meeting adjourned at 7:33 PM.

HANDOUTS:

- Custom Fire Job Change Order 2
- Timothy J. Scott, Attorney - Letter dated March 23, 2017
- 2018 I Am Responding Letter from St. Croix County



Custom Fire Apparatus, Inc. ■ 509 68th Ave., Osceola, WI 54020-4044 ■ 715.294.2555 Fax: 715.294.2168
 www.customfire.com

JOB CHANGE ORDER

CUSTOMER New Richmond 2
 DATE PROPOSED 5/10/2017
 TYPE OF CHANGE Per Pre-Build

QW PART #	DESCRIPTION	CHANGE COST	INITIAL TO SELECT
1P-19-1T4W	NO notched hose cover on bumper	-\$10.00	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-19-3H00	Remove removable access panel to fuel tank	-\$61.52	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-20-0S6U	Change rear EMS cabinet door to netting	-\$475.00	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-31-2U00	Remove gated 2 1/2" rear suction	<i>Rudolph T</i> -\$1,105.60	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-33-0814	Top deluge discharge to be electric actuator	\$335.00	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-36-8M00	One white and one orange speedlay placard		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P33-9W00	30 gallon foam cell	\$1,082.65	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-21-120G	Delete extra tow eyes	-\$143.38	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-21-8AAB	Additional walkway lights 4"	-\$460.00	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-22-2181	Remove roll out tray under pump panel	-\$653.69	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-22-2P05	Add vertical deviders, P1, P4, D1	\$871.90	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-239Z-5A	Remove ladder down lights	-\$224.57	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-2345-00	Remove additional attic ladder tray	-\$101.32	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-45-0624	Removal of painted compartment interiors	-\$1,799.92	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
1P-45-062J	Addition of swirl inside compartments	\$710.00	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
0	change to 6' New York hook pike pole	\$100.00	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
0	change to 10' New York hook pike pole	\$120.00	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
0	0		YES <input type="checkbox"/> NO <input type="checkbox"/>
0	0		YES <input type="checkbox"/> NO <input type="checkbox"/>
0	0		YES <input type="checkbox"/> NO <input type="checkbox"/>
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0	0		YES <input type="checkbox"/> NO <input type="checkbox"/>

CHANGE ORDER TOTAL PER TRUCK (\$608.69)

CHANGE ORDER ACCEPTANCE MUST BE RECEIVED AT FACTORY BY 10 days from receipt. FAILURE TO RETURN ACCEPTANCE BY ABOVE DATE WILL BE CONSTRUCTIVE ACCEPTANCE AND WORK WILL BE COMPLETED AT THE COST SHOWN ABOVE.

***** CONDITIONS OF CUSTOMER ACCEPTANCE *****

THIS CHANGE ORDER BECOMES PART OF AND IN CONFORMANCE WITH THE EXISTING CONTRACT. THE ABOVE PRICES AND SPECIFICATIONS OF THIS CHANGE ORDER ARE SATISFACTORY AND ARE HEREBY ACCEPTED. ALL WORK TO BE PERFORMED UNDER SAME TERMS AND CONDITIONS AS SPECIFIED IN ORIGINAL CONTRACT UNLESS OTHERWISE STIPULATED.

CUSTOMER ACCEPTANCE

BY: *[Signature]*

Timothy J. Scott
Attorney at Law

1225 Davis Street
Hammond, WI 54015
tjmscottlaw@aol.com

715-796-5760

March 23, 2017

Richard Hesselink
Chairman, New Richmond Fire & Rescue Advisory Board
1755 235th Avenue
Deer Park, WI 54007

Re: Outstanding debt to Village of Star Prairie for installation of water meter at Fire Station

Dear Richard:

I am writing to you at the direction of the Village Board of the Village of Star Prairie. During the summer of 2015, the Village contracted to have a separate water meter installed at the fire station for the purpose of being able to accurately record and bill the amount of water used by the Fire & Rescue Service at the station. This work was done at the suggestion of the Village's auditor. The Village Board felt it would be better for both parties (the Village and the Fire & Rescue Service) if the water bills were based on meter recordings rather than estimates.

I am including two invoices for this work with this letter. You will see that the work totaled \$3170.25. The Village has invoiced the Fire & Rescue service for this amount but it has not been paid. I am informed that someone rendered an opinion that this should not be a debt of the Fire & Rescue Service but rather the obligation of the Village of Star Prairie. The Village Board disagrees with this opinion.

Paragraph 5 of the current New Richmond Fire District Contract Agreement is titled "Storing & Care of Apparatus and Equipment" and references Stations I and II. That paragraph states in relevant part "The City, Village and Towns will share the costs of Utilities **and other expenses** according to a percentage listed in Section 4 of this contract." (Emphasis added). I am including a copy of page 4 of the contract which contains this language. The language "and other expenses" is very broad and would include the referenced water meter installation expense. But for the use of part of the building by the Fire & Rescue Service, the Village would have had no reason to install this meter. It was done solely to provide an accurate separate accounting of the water use by the Service for billing purposes. This expense, therefore, should be considered an expense of the Service and payable by the member municipal entities according to the percentages specified in the contract.

The Village Board requests that you bring this matter to the Fire Board's attention for approval of payment of the referenced amount.

Sincerely,



Timothy J. Scott
Village of Star Prairie Attorney

C: Village of Star Prairie



Village of Star Prairie
 P.O. Box 13
 207 Bridge Ave.
 Star Prairie, WI 54026

Phone: (715) 248-7231 Fax: (715) 248-7501

Invoice No. FD-2015-07
 PARTIAL
 PAID

INVOICE

Customer ATTN: BEV
 Name CITY OF NEW RICHMOND
 Address 156 EAST 1ST STREET
 City NEW RICHMOND State WI ZIP 54017
 Phone

Misc
 Date 8/11/2015
 Order No.
 Rep
 FOB

Qty	Description	Unit Price	TOTAL
	New Richmond Fire Department Operating Costs Station II - 310 Hill Avenue, Star Prairie, WI		
	BP Fuel charges 06/02/15-07/01/15		\$32.90
	Frontier Communications 07/01/15-07/31/15		\$36.45
	WE Energies 06/14/15 - 07/15/15 (30% of \$16.20)		\$4.86
	Xcel Energy 06/10/15 - 07/12/15 (15% of \$187.98)		\$28.20
	Ferguson Waterworks - 2" Meter for Fire Department <u>UNPAID</u>		\$721.97
	Munson Plumbing Service - install water meter/backflow preventer <u>UNPAID</u>		\$2,448.28
	SubTotal		\$3,272.66

TERMS: NET 30

Please make your check payable to the
Village of Star Prairie
 Thank you!

TOTAL \$3,272.66

PAID [PARTIAL]: 9/11/15
 RECEIPT NO: 940500
 CHECK NO: 58484 \$102.41

Munson Plumbing Service LLC

P.O. Box 265
 New Richmond, WI. 54017
 715.246.2482

Invoice

Date	Invoice #
7/27/2015	653

Bill To
Village of Star Prairie PO Box 13 Star Prairie, WI 54026

VILLAGE OF
AUG 05 2015
STAR PRAIRIE

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
	Install backflow preventer and water meter for fire truck. Also test and report backflow preventer		
4	2" ProPress 90	48.81	195.24
4	2" ProPress male adapters	66.92	267.68
1	2" x 1" ProPress Tee	64.58	64.58
2	2" ProPress Ball Valve	123.84	247.68
1	1" ProPress Ball Valve	38.00	38.00
1	1" ProPress st. 45	15.50	15.50
1	1" ProPress Female Adapter	15.05	15.05
1	1" x 3/4" Brass Bushing	10.20	10.20
1	3/4" Male x Brass Hose Fitting	7.98	7.98
2	1 5/8" x 10' Green Unistrut	31.50	63.00
6	4 Hole Angle Brackets	3.95	23.70
1	2" Watts 919 Backflow Preventer	707.12	707.12
1	Air Gap	61.18	61.18
1	2" x 10' Type L Copper	151.10	151.10
1	Test and Report backflow preventer	115.00	115.00
1	2" PVC Male Adapter	3.24	3.24
1	2" PVC St. 45	4.02	4.02
1	2" PVC 45	3.78	3.78
1	2" PVC 90	4.23	4.23
5	Labor for Andy	90.00	450.00
		Total	\$2,448.28



a WOLSELEY company
1917 1ST AVE N
FARGO, ND 58102-4118

INVOICE NUMBER	CUSTOMER	PAGE
0146271	2766	1 of 1

PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:

FERGUSON WATERWORKS #2516
PO BOX 802817
CHICAGO, IL 60680-2817

Please contact with Questions: 888-873-5685

SHIP TO:

VILLAGE OF STAR PRAIRIE
310 HILL AVE
STAR PRAIRIE, WI 54026

500 1 AB 0.416 E0013X 10018 D1383458912 P2674779 0001.0001



VILLAGE OF STAR PRAIRIE
PO BOX 13
STAR PRAIRIE WI 54026-0013

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
2518	2521	WIE	VERBAL BRODIE	SJS	2" MTR	06/25/15	IO 6970
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT	
1		M7610FKITK	LF 2 MTR FLG KIT	142.610	EA	142.61	
1		NED2J11R6G7	2 T10 MTR PRO USG	558.670	EA	558.67	
INVOICE SUB-TOTAL							701.28
DELIVERY							20.69
<p>LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.</p>							
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> <p>VILLAGE OF JUN 30 2015 STAR PRAIRIE</p> </div>							
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> <p>Thank you for your business</p> </div>							

TERMS: NET 10TH PROX	ORIGINAL INVOICE	TOTAL DUE	\$721.97
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All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at http://wolseley.com/terms_conditionsSale.html and are incorporated by reference. Seller may convert checks to ACH.

0001:0001

Population Estimates per St. Croix County Official Directory 2013-2014 Official Directory							
Municipality	Erin Prairie	Stanton	Star Prairie	Richmond	City Of	Village Of	Totals
	512	828	3,515	3,302	8,395	558	17,110
	2.99%	4.84%	20.54%	19.30%	49.06%	3.26%	100.00%
	0.029924021	0.048392753	0.205435418	0.192986558	0.490648743	0.032612507	
	75% of 683	92% of 900					

Fire Department Share for 2015				
Municipality	5-Year Runs	Population	Equalized Value	Total Share
Erin Prairie Township	4.30%	2.99%	3.44%	3.58%
Stanton Township	6.00%	4.84%	4.50%	5.12%
Star Prairie Township	17.33%	20.54%	22.51%	20.13%
Richmond Township	14.95%	19.30%	21.30%	18.52%
City of New Richmond	54.70%	49.06%	45.55%	49.77%
Village of Star Prairie	2.72%	3.26%	2.70%	2.89%
Totals:	100.00%	100.00%	100.00%	100.00%

- 113.95
 - 162.32
 - 638.17
 - 587.13
 - 1577.83
 - 91.62

5. **STORING & CARE OF APPARATUS AND EQUIPMENT.** Upon delivery, the entire equipment shall be stored in a suitable heated storage space at Station I or Station II. The vehicles shall be supplied with fuel, oil, coolant, etc., filled with water, and equipment kept in a reasonable serviceable condition for use at all times. The City, Village and Towns will share the costs of Utilities and other expenses according to a percentage listed in Section 4 of this contract. Station II, located in the Village of Star Prairie, shares space with the Star Prairie Police and Village maintenance; therefore, it is agreed that the Village of Star Prairie shall be paid 15% of the electrical and 30% of the natural gas bills for the building and these costs shall be shared according to the percentage listed in Section 4 of this contract.

6. **DEFINITIONS.** The following terms used in this agreement shall be determined as follows:
 - a. **POPULATION.** The populations for each municipality shall come from the St. Croix County Official Directory and shall use the most up-to-date information. This is not intended to be the official census information, which is done every ten years. Rather, it is the estimated population from that directory.
 - b. **INCIDENT.** An incident is any time New Richmond Fire & Rescue Service is dispatched for fire or other non-fire calls, including, but not limited to, rescue operations, overpressure rupture/explosion, hazardous condition, false alarm, service call or good intent call. An incident will be charged to the municipality where the incident occurred. Incidents where specialized equipment, such as but not limited to, hydraulic or pneumatic tools, is required shall have an additional \$500.00 dollars charged to the property owner and that \$ 500.00 dollars shall then be the asset of the municipality where the incident occurred.
 - c. **EQUALIZED VALUE.** The equalized value shall be determined by the most recent tax valuation from St. Croix County tax records.

7. **SERVICE, REPAIR & REPLACEMENTS.** Fire & Rescue shall keep the equipment serviced and will make minor repairs as needed. The actual expense and maintenance work done on the equipment shall be paid for based on Section 4 of this contract. Any or all expense of any nature in connection with the equipment and not specifically mentioned in this contract shall be paid for based on Section 4 of this contract.

MEMORANDUM

DATE: June 21, 2018

TO: **All St. Croix County Fire & EMS Agencies**
St. Croix County Sheriff's Office

FROM: Stephen J. T'Kach
Director

RE: I Am Responding

As you know, St. Croix County purchased "I am Responding" ("IAR") services for all of your agencies on a three-year trial basis. That trial period will end in late 2018 and, at that time, your individual agency will be responsible for renewing (or not renewing) a contract with IAR and picking up the annual payment. There has been some discussion of a single group payment, but that is still up in the air and those details will need to be worked out. Nevertheless, we have been in negotiations with IAR and it has indicated that if we sign a "Renewal Amendment" in the near future, they will lock in the renewal price now although no payment will be due until November 2018. Because that payment will be due before the end of next year, we are bringing this to your attention now so you can budget, accordingly.

Therefore, we will need a commitment from your agency as to whether you are "in or out" so we can reach a final contract price. Here are the details as of today, assuming everyone is "in." The contract will be renewed now under the same terms and conditions as the current contract that expires next year. There is only one agency in the county presently with under 100 calls annually and that is the Sheriff's Office ERU. In November 2018, each agency will be required to make an upfront, one-time payment for a three-year contract in the amount of **\$ 2,019.00** (that is \$673 per year). [The S/O payment will be slightly less due to their low volume of calls.] That dollar amount actually represents a very slight decrease from our current contract rate.

So, for budget purposes, your agency will need to set-aside \$2,019 for a one-time payment in November, 2018, which will carry you thru November, 2021.

Please advise this office (Terry Andersen) by August 1, 2017, if you intend to renew (or not renew) under this contract. As a reminder, St. Croix County will continue to support IAR and, as has been past practice, work with them on upgrades, updates, and corrections as they become available and/or as needed. However, as has been our policy in the past, the county will not support any other such notification service. We look forward to hearing from you.

Thank you.

Stephen J. T'Kach, Director
Emergency Support Services
stephen.tkach@co.saint-croix.wi.us
(715) 377-5817

Terry Andersen, Manager
Emergency Communications
terry.andersen@co.saint-croix.wi.us
(715) 381-4910

Natasha Cardinal, Manager
Emergency Management
natasha.cardinal@co.saint-croix.wi.us
(715) 381-4911