

MINUTES

FIRE, LIGHTING & BUILDING

TUESDAY, MARCH 24, 2026 – 3:00 P.M.

COUNCIL CHAMBERS, MUNICIPAL BUILDING

Members present: Chair Keith Klimek, Debbie Sievert, and Tony O'Neill.

Others Attending: Clerk-Treasurer Tammy Kasal, Fire & EMS Chief Chuck Gardon, Building Inspector Joe Last, Public Works Director Matt Decur, Parks & Recreation Director Lori Tonn, Alderperson Joel Ahrens, Firefighter & EMR Gracie Koeffler, and Karen Murphy-Peshtigo Librarian.

Chair Klimek called the meeting to order at 3:04 p.m.

Motion by Sievert and seconded by O'Neill to approve the agenda. Motion carried 3/0.

Motion by O'Neill and seconded by Sievert to approve the February 26, 2026 meeting minutes. Motion carried 3/0.

Library animal programing:

Peshtigo Librarian Karen Murphy requested authorization to hold live animal programs at City Hall. Discussion was held on where to hold the events. The Committee agreed to hold the events outside the building by sectioning off a portion the parking lot as approved by the Mayor.

Motion by Klimek and seconded by O'Neill recommending Council approve outdoor live animal programs held by the Peshtigo Library outside the building in a sectioned off portion of the parking lot as approved by the Mayor. Motion carried 3/0.

Resignation of EMR Todd Reed:

A resignation letter as an EMR from Todd Reed was reviewed.

Motion by O'Neill and seconded by Sievert recommending Council approve the resignation of EMR Todd Reed. Motion carried 3/0.

Fire/EMS Policy and Organization:

Fire & EMS Chief Gardon reported he is working on the Fire/EMS Policy and Organization and will report at a future meeting.

Firefighter Cadet Program:

Chief Gardon reported the Firefighter Cadet Program is for 16 – 18 year olds. Existing equipment will be used by the cadets. Discussion was held, and it was decided to allow a maximum of five cadets to be enrolled in the program at one time.

Motion by Klimek and seconded by Sievert recommending Council approve the Firefighter Cadet Program for up to a maximum of five individuals. Motion carried 3/0.

Assistant Service Director appointment:

Fire & EMS Chief Gardon requested Grace Koeffler be appointed as Assistant EMS Service Director.

Motion by O'Neill and seconded by Sievert recommending Council appoint Grace Koeffler as Assistant EMS Service Director. Motion carried 3/0.

Fire Department MABAS agreement:

Chief Gardon presented a draft Fire Department MABAS Agreement for review and consideration at a future meeting when the final agreement, ordinance, and resolution are finalized.

Building Inspector Report – Joe Last:

- March Building Inspection Report will distributed at the March Council meeting.
- Working with Police Department on ordinance violations and process.
- Working on reviewing rental properties enforcement of violations with citation to be issued.
- Permits issued is currently extremely low, so monitoring is being done for violations.

Facility report (see attached) – Matt Decur:

- Library leak appears to be fixed.
- A roof vent leak at the Community Center needs to be repaired.
- Ayres Associates is working toward demolition bidding on the Landmark building.

Fire/EMS Chief Report – Chief Gardon:

- March Fire/EMS Chief Report will distributed at the March Council meeting.
- 32 calls were received and the snow storm made it difficult to respond to some calls.
- The equipment truck had a battery swap.
- The DNR MOU is being updated to increase the expense allowances.

Other Matters: None

Set future meeting(s):

The next Fire, Lighting & Building meeting was scheduled for Wednesday, April 22, 2026 at 3:00 p.m.

Motion by Sievert and seconded by O'Neill to adjourn at 4:09 p.m. Motion carried 3/0.

Tammy Kasal
Clerk-Treasurer