

BELLEVILLE, MONTROSE AND EXETER FIRE AND EMERGENCY
MEDICAL SERVICES ASSOCIATION

Minutes

Tuesday, January 14, 2025, 7:00 P.M.

Meeting was called to order by President Ted Fahey at 7:05 p.m.

District Secretary Pelton stated for the record that meeting had been posted according to Open Meeting Laws

Members Present: Ted Fahey, Town of Exeter/President; Deb Kazmar, Village of Belleville; Gary Ziegler, Village of Belleville; Steve Miller, Town of Brooklyn; Mike Grochowski, Village of Oregon; Darren Eichelkraut, Town of Montrose; Dan Palmer-Town of Montrose; Craig Barclay, District Treasurer; and Teresa Pelton-District Secretary (arrived late and minutes were taken by Steve Miller prior to arrival).

Absent: Mark Gundlach, Town of Exeter.

Others Present: Please see sign-in sheet.

Minutes from previous meeting – June 11, 2024.

Motion made by Gary Ziegler, seconded by Dan Palmer, and made unanimous on a voice vote to approve June 11, 2024, minutes as presented. Motion carried. 7-Aye; 0-Opposed.

Audit:

The audit company provided a presentation about their findings. It was a standard audit with modification. The capital assets were not audited. There is a PDF file available.

Public Comments:

Connie Urfer expressed concerns regarding the compensation discussion about EMS wages.

Mike Zirbes expressed concerns regarding the billing process and the company delays in patients receiving invoices/bills. Chief Backes explained the issues are due to the third-party billing company.

Deb Kazmar requested these meetings go back to Village of Belleville Village Hall as she feels the EMS building is too crowded. She then suggested the library. Deb said she would reserve the library for the meetings.

Gabe Altenbernd, Village of Belleville, thanked the Chiefs from the EMS and Fire Department along with Josh Wescott for helping with the police chief selection process.

FIRE

Treasurer's Report by District Treasurer Craig Barclay:

Treasurer Barclay provided information regarding the amounts in the savings and checking accounts. He also provided information regarding the actual vs budget numbers. All bills are up to date and no other bills have come in for 2024.

Motion made by Gary Ziegler, seconded by Darren Eichelkraut, and made unanimous on a voice vote to approve Fire Treasurer Report as presented. Motion carried. 7-Ayes; 0-Opposed.

Department update provided by Fire Chief Hollis:

There were 260 calls for 2024. There have been 12 calls year to date. There have been great response numbers. Seven members made 50 percent of the calls. Two members made 80 percent of the calls.

There are 30 members, 1 junior firefighters and 3 finished entry level. The Junior Firefighter Program will be paused. There is one new member. One member has stepped down from Captain with 14 years of experience with the Fire Department. One member has met the requirements for full membership.

Old Business by Fire Chief Brian Hollis:

The West Wing only needs trim and stain to be ready. The upstairs remodel is beginning. A new firefighter with a construction background has started with the department. The goal is to finish upstairs by the end of the year.

New Business by Fire Chief Brian Hollis:

New lockers, purchased by the volunteer non-profit group, will be installed within the next two months. The furnaces will be replaced.

A couple of the municipalities still owe the 2 % dues. Reminders have been sent to the municipal clerks.

The fire truck is on track for March of 2026 with first payment due the first quarter of 2026.

Audit:

Discussion on the audit. Gary Ziegler stated there are five to six items that should be addressed. Steve Miller stated the subcommittee will work on them at a meeting prior to the March District meeting.

EMS

Treasurer's report:

Treasurer Barclay provided information regarding the amounts in the Act 102 savings, EMS Health savings, and general savings accounts. He also provided information regarding the actual vs budget numbers.

Motion made by Deb Kazmar, and seconded by Darren Eichelkraut, and made unanimous on a voice vote to move \$12000 to pay for the audit. Motion carried. 7 Ayes; 0 opposed.

Motion made by Gary Ziegler, seconded by Steve Miller, and made unanimous on a voice vote to approve EMS January 1, 2017, Treasurer Report as presented. Motion carried. 7 Ayes; 0 opposed.

Department update by EMS Chief Chris Backes:

The department is fully staffed with 52 employees and a waiting list has been created. There are four new applicants from the college. Two AEMTs are currently in the paramedic class. One member is on leave of absence while serving overseas. There have been approximately 1000 hours of training. There have been 445 calls of service for 2024. There have been no missed calls for the year. The backup ambulance ran 22 calls. Chief Backes reported he is developing ride-along policy. He also is negotiating with a billing company.

The ambulance is in the build process with a July 2026 delivery and prepayment of 4 percent. There was discussion regarding the new ambulance.

Old Business by EMS Chief Backes:

Becky Lamboley, contracted for Human Resources services, has reviewed the handbook and made suggested changes. There was a review of the changes. There was also a discussion on the policy items, which need to be in the handbook, and the procedure items, which don't need to be in the handbook. Ms. Lamboley explained the reasons for changes and definitions.

Gary Ziegler thanked Ms. Lamboley for a nice job as he read all the pages. He believes the benefits which were not included, but should be. There was also discussion about the Individual Health Account. There was also discussion about benefits, tracking benefits, etc. A suggestion was made to further review the document, make changes, and bring back to the District for approval. However, EMS Chief Chris Backes requested the handbook be approved sooner than later.

Steve Miller moved to approve the 2024 Employee handbook with discussed changes and with exceptions to the issues voiced in 5.4, seconded by Mike Grochowski, and made unanimous on a voice vote. Motion carried. 7 ayes; 0 opposed.

New Business by EMS Chief Backes:

EMS Chief Backes requested adding an Assistant Chief position, promotion of a staff member, and an increase in wage for the new Assistant Chief position. There was a short discussion.

8. Closed session:

The Belleville Montrose and Exeter Fire and EMS District will enter into closed session pursuant to Wisconsin State Statutes §19.85(1)(c), considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

1. BAEMS Chief review
2. FT employee review
3. Treasurer's review

Roll call vote:

Ted Fahey, President/Town of Exeter – Yes; Deb Kazmar, Village of Belleville, - Yes; Mike Grochowski, Town of Oregon – Yes; Steve Miller, Town of Brooklyn – Yes; Darren Eichelkraut, Town of Montrose – Yes; Gary Ziegler, Village of Belleville – Yes, and Dan Palmer, Town of Montrose – Yes.

Motion carried by roll call vote. 7-ayes; 0-opposed.

The District Board went into closed session at 9:00 p.m.

Gary Ziegler made a motion, seconded by Darren Eichelkraut, and made unanimous with a voice vote to reconvene into open session. Motion carried. 7-ayes; 0-opposed. The District Board reconvened into open session at 10:12 p.m.

Dan Palmer made a motion, seconded by Mike Grochowski, and made unanimous with a voice vote to increase EMS Chief's salary by \$5400 effective January 1, 2025. Motion carried. 7-ayes; 0-opposed.

Gary Ziegler made a motion, seconded by Steve Miller, and made unanimous by a voice vote to approve the Assistant Chief position and salary of \$70,000/year plus benefits effective January 1, 2025. Motion carried. 7-ayes; 0-opposed.

Darren Eichelkraut made a motion, seconded by Dan Palmer, made unanimous by a voice vote to promote Josh Wescott to Assistant Chief position. Motion carried. 7-ayes; 0-opposed.

Dan Palmer made a motion, Mike Grochowski seconded, and made unanimous by a voice vote to increase the treasurer's pay by \$10/hour effective January 1, 2025. Motion carried. 7-ayes; 0-opposed.

Item taken out of order:

EMS Chief Backes mentioned the Capital purchases procedure was not discussed. This item will be going back to the committee. During the discussion, the EMS Chief Backes was instructed to purchase the vehicle per the budget.

District President Fahey recognized Patrick McDonnell for his 2024 WEMSA Paramedic of the Year award. Congratulations Patrick!!

Adjournment:

Motion made by Dan Palmer, seconded by Mike Grochowski, and made unanimous by voice vote to adjourn Fire & EMS January 14, 2025, meeting at 10:20 p.m. Motion carried. 7-Ayes; 0-Opposed

Respectfully Submitted,
Teresa Pelton, Secretary

Minutes are not official until approved by District