



**Fire Advisory Board
Meeting Minutes
Wednesday, April 3, 2024 at 5:00
PM
Council Chambers**



The Fire Advisory Board of the City of New Richmond was called to order on Wednesday, April 3, 2024, at 5:00 PM, in the Council Chambers, with the following members present:

PRESENT: Rita Keating, John Van Dyk, Richard Hesselink, Tom Heintz, Thomas Weinmeyer, Dave Stephens, Dave Naser, Ron Volkert, Mike Montello

ABSENT:

**OTHERS
PRESENT:** Josh Bell, Noah Wiedenfeld

CALL TO ORDER

The meeting was called to order at 5:00 p.m. by Tom Heintz.

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF AGENDA

Mike Montello moved to adopt the agenda. The motion was seconded by Tom Weinmeyer and carried unanimously.

APPROVAL OF MINUTES

Tom Weinmeyer moved to approve the minutes from February 21, 2024 as presented. The motion was seconded by Dave Stephens and carried unanimously.

NEW BUSINESS

CAPITAL PROJECT UPDATE

Staff provided an update on some of the recently purchased capital equipment, including the fire extinguisher community training tool and wildland personal protective equipment. Every item on the capital project list purchased thus far has been favorable to budget, which may allow for additional dollars to be set aside for a future vehicle replacement.

CEDAR LAKE SPEEDWAY - FIRE SERVICES CONTRACT UPDATE

Staff provided an update regarding the fire services contract with Cedar Lake Speedway. There was one year remaining on the three-year contract, but Cedar Lake Speedway has decided to opt out of the contract. The New Richmond Fire & Rescue Department will still conduct fire inspections and respond to calls for service, but will not provide any personnel or equipment for the 2024 race season. There was discussion regarding current New Richmond firefighters potentially be employed by another party to provide fire suppression services at Cedar Lake Speedway. Some of the concerns expressed by the Fire Board were in regards to the impact this would have on firefighters' availability to respond to fire calls, and conflicts of interest. Rita Keating moved to develop a written outside employment policy which would complement the City of New Richmond Employee Handbook's existing provisions and prohibit firefighters from engaging in providing fire suppression services at Cedar Lake Speedway or other public agencies or private companies within the territory serviced by the New Richmond Fire & Rescue Department. The motion was seconded by Tom Weinmeyer and carried unanimously. The policy will be prepared by staff, reviewed by legal counsel, and presented to the Public Safety Committee at their next meeting for possible approval.

SHARED REVENUE PROGRAM REQUIREMENTS

Staff provided an update regarding new annual reporting requirements. The City will provide certification documentation to each municipality regarding the fire department's budget, staffing levels, response times, and training certifications. Each town/village clerk will then be responsible for filing this information online and submitting to the Wisconsin Department of Revenue before July 1st. The New Richmond Area Ambulance Service will need to provide similar information as well, but it appears that law enforcement information will not be required because that is only required for communities with a population greater than 20,000 people. The various administrative forms were supposed to be available on the DOR website by April 1st, but as of the date of the Fire Board meeting, they are not. Failure to upload the information by the deadline, or failure to comply with the maintenance requirements, will result in a reduction in Shared Revenue.

HIRING UPDATE

Staff provided an update regarding a recent hiring event and a presentation to local businesses. Interviews were recently completed, and background checks are underway. Successful candidates who staff recommend hiring will be brought forward to the Police & Fire Commission for consideration.

NEXT MEETING DATE

The next Fire Board meeting will be held July 17, 2024 at 5:00 p.m. at City Hall.

COMMUNICATION AND MISCELLANEOUS

ADJOURNMENT

Dick Hesselink moved at 5:50 p.m. to adjourn the meeting. The motion was seconded by Dave Stephens and carried unanimously.