



Lake Country Fire & Rescue – Fire Commission

Village of Chenequa-Village of Nashotah
City of Delafield- Village of Oconomowoc Lake
Town of Delafield-Village of Wales-Town of Genesee

LCFR Station # 42
115 Main Street, Delafield WI 53018

Wednesday, December 3, 2025 at 5:30 PM
Meeting Minutes

1. Meeting called to order with the Pledge of Allegiance

The meeting was opened by Vice Chairperson Mike Borel at 5:30 pm with the Pledge of Allegiance.

2. Roll Call

Present were Mike Borel, Dason Schultz, Dan Collins, Dennis Evinrude, John Paul Mesching, Lamont Strandberg, Steve Seibel, Deborah White, Mark Kappes, Tony Reece, Heidi Peterson, Fire Chief Matt Fennig and Administrative Assistant Mary Green. Attending remotely were John Schroeder and Mary Altschaeffl. Excused was Anthony Scrima.

3. Public Comments

No public comments.

4. Announcement of Closed Session

Vice Chairperson Mike Borel announced there would be a closed session on agenda item #7.

5. Approval of minutes from the Fire Commission Meeting held on September 9, 2025

A motion was made by Strandberg and seconded by Reece to approve the minutes from [September 9, 2025](#). All ayes, no further discussion. The motion was carried.

6. The Commission will meet in closed session pursuant to Wis. Stat. 19.85(1)(c) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and specifically for the purpose of discussing the development of an eligibility list for the Full-time Firefighter/EMT/Paramedics positions.

7. Motion to Convene into Closed Session

A motion was made by Evinrude and seconded by Seibel to convene into Closed Session at 5:34 pm pursuant to Wis. Stat. 19.85(1)(c) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and specifically for the purpose of discussing the development of an eligibility list for the Full-time Firefighter/EMT/Paramedics positions. All ayes by roll call vote of all present, no further discussion. The motion was carried.

8. Motion to Re-Convene into Open Session

A motion was made by White and seconded by Evinrude to re-convene into Open Session at 5:55 pm. All ayes by roll call vote of all present, no further discussion. The motion was carried.

9. Discussion and possible action on closed session deliberations regarding the development of an eligibility list for the Full-time Firefighter/EMT/Paramedic positions

A motion was made by Strandberg and seconded by Borel to approve the Chief's recommended eligibility list for the Full-time Firefighter/EMT/Paramedic positions. The candidates must pass a physical ability

test and pass paramedic within the probationary period. They must also pass a medical and psychological evaluation before hire if they have not already completed this with LCFR within the past 12 months. All ayes, no further discussion. The motion was carried.

Chief Fennig introduced Payten Janicsek to the Commission. Payten has been with the department for 8.5 months as a Firefighter/EMT intern. She will start paramedic training in January and is currently finishing her Firefighter II certification.

10. Discussion and possible action on a joint hiring process with Western Lakes Fire District

Chief Fennig reported that consolidation discussions with Western Lakes Fire District have included exploring ways to integrate hiring processes. Chief Peterson outlined a proposal to implement a joint hiring process similar to the Joint Fire Training Academy (JFTA) model used by several Milwaukee-area departments. Under this approach, a single application would serve both departments, allowing candidates to indicate their preferred department. Job offers would be extended by both departments on the same day. Each department will maintain its own process for part-time hires.

A key difference between the departments is that Western Lakes does not require CPAT certification for full-time employees, whereas our department does. Western Lakes is adopting a new physical ability test, FPAT, which would be administered at their station. Chief Peterson noted that this could benefit our department, as CPAT testing currently requires travel to Illinois. He will travel to Indiana on the 17th to evaluate the FPAT process. Background checks, medical exams, and psychological evaluations will remain unchanged, though cost-sharing opportunities for background checks will be explored.

Current recruitment efforts include advertising on Instagram, Facebook, and the department website, as well as attending career fairs at WCTC.

A motion was made by White and seconded by Stranberg to move forward with a joint hiring process with Western Lakes Fire District. All ayes, no further discussion. The motion was carried.

11. Discussion and possible action on the process to fill the vacant Assistant Chief position

Matthew Haerter retired on November 1st, so the Assistant Chief position is now vacant. Chief Fennig's recommendation is to focus on internal candidates first. He believes there are excellent qualified individuals within LCFR. The proposed process involves internal candidates submitting a letter of intent, cover letter, resume, and a list of certifications and accomplishments. The process will include one or two interviews with Commission member involvement at the first interview, and the Commission will make a final recommendation on the successful candidate. It's estimated that around 3 internal candidates might be interested in the position.

A motion was made by Strandberg and seconded by Peterson to approve Chief Fennig's recommended process for filling the Assistant Chief position internally. All ayes, no further discussion. The motion was carried.

12. Discussion and possible action on refreshing the Lieutenant eligibility list including acting officers

Chief Fennig explained the current eligibility list is stale. We need to refresh this list for maintaining a current officer depth chart and for handling unexpected vacancies. He encouraged all current Firefighter/Paramedics/EMTs to participate in the process.

A motion was made by Collins and seconded by Peterson to approve Chief Fennig's recommendation on the process to refresh the Lieutenant eligibility list including acting officers. All ayes, no further discussion. The motion was carried.

13. Discussion and possible action regarding the approved 2026 budget allocation for Commissioner training

Chairperson Schroeder explained he attended a course last year through the League of Wisconsin Municipalities for Police and Fire Commissioners. He found the training beneficial. It costs approximately \$160 and is offered virtually. Any Commissioners interested should let Schroeder and Fennig know.

14. Chief's Report

Chief Fennig reported that the 2026 budget has been completed. He noted that an amendment to the Inter-Municipal Agreement (IMA) will be discussed after the first of the year and he clarified that amendments may be made at any time with the agreement of all parties.

The Commission also discussed the potential consolidation with the Western Lakes Fire District. Chief Fennig stated that the department has the staffing and operational capability to support a consolidation from an operations standpoint, including apparatus deployment. The more challenging components involve governance structure and funding mechanisms. He highlighted that one of the primary benefits of consolidation would be improved response times.

Chief Fennig added that the departments are already exploring collaborative options through joint responses. We have the technology at the dispatch center today to drop borders and send the closest ambulance. Politics are what gets in the way. Fennig also explained the current emergency mutual-aid process.

15. Adjournment

A motion to adjourn was made by Reece and seconded by White at 6:42 pm. All ayes, no further discussion. The motion was carried.

Respectfully submitted by Mary Green, Administrative Assistant