

September 21, 2016 Prescott Area Fire and EMS Association
Committee Meeting Minutes

Pursuant to due call and proper public notices the Prescott Area Fire and EMS Association Committee met on Wednesday, September 21st at 7:00 pm at the Prescott Fire Hall, 260 Flora St. Prescott WI 54021.

Call to Order/Roll Call: Board Chairperson Dan Johnson called the meeting to order at 7:06pm. Present were Board Members: Greg Eggers, Lee Olson and Tricia Shearen; Prescott Fire: Chief Tom Lytle, City of Prescott: Holly Mitchell.

Changes and Corrections to Agenda: # 3 under Contracts will be tabled until the Oct. meeting pending further information.

Shearen/Olson motion to approve minutes for August 24, 2016, passed without a negative voice vote.

PUBLIC COMMENTS: Olson recognized and thanked Chairperson Johnson for his time working on the 2017 budget and Johnson in turn recognized and thanked the City Finance Director Vanessa Norby for her time and effort on this budget. Johnson has presented the 2017 budget to Oak Grove and will present to the City Council. Eggers presented the budget to Judy the Clifton Treasurer. Johnson received public comments/questions regarding ambulance scene times for a motorcycle accident on Hwy 35; Johnson will follow-up with Ambulance Director Rixmann.

FINANCE: Oak Grove has paid their second half tax installment to the City. It is discussed that the Association's payment obligation to River Falls is due before the Township payments come in, comments requesting getting Township payments sooner in the future so as not to incur a negative balance in the accounts during the interim. The income from fire inspections is down compared to last year at this time. It is discussed that properties will get one invoice at the end of their inspection process instead of billing multiple times throughout the process. There will be an increase in education expenses as the Fire Dept. has 3 members in Entry Level Firefighter Class.

Olson/Eggers motion to approve Fire and EMS cash balances for August 2016, Budget as of August 2016, Payables as of August 2016 and August 2016 finance report from LifeQuest passed without a negative voice vote.

Allina Bill from 2014 is tabled pending production of records of the training. Transfer of Service Award program funds will be tabled as the Fire Department has not taken action on the item for recommendation to the Association. Johnson recommends this item be moved to the Chief's report for next month as the item is budget neutral and will not require board action.

CONTRACTS: Proposal to adopt Resolution 02-16, "Resolution for Fire Department Service Charges". Johnson opens the floor for a motion for approval of the resolution.

Olson/Shearen motion to approve Resolution 02-16, "Resolution for Fire Department Service Charges" passed without a negative voice vote.

Resolution 02-16 will be published with the minutes for posting on the city website for public access/information.

CHIEF'S REPORT: Ambulance Director Rixmann had a schedule conflict and was unable to be in attendance.

CHIEF'S REPORT: Fire Chief Lytle reports that the department will be speaking with Tom Ketchum regarding the 'Transfer of Service Award' program funds. The River Falls Fire Department is not able to put money into the 2016 dive team budget as was recently considered. The new billing company has sent information for the fire department staff on their documentation requirements which will be discussed at the next Fire Dept. business meeting. Station 2 has been having some ventilation issues and may need some dehumidifiers. There have not been many calls since the last meeting.

DIVE TEAM: Dive Leader Knutson had a schedule conflict and was unable to be in attendance.

OTHER BUSINESS: No other business is discussed.

NEXT MEETING: will be Wednesday October 19, 2016 at 7pm at the Prescott Fire Hall, 260 Flora St. Prescott WI 54021.

Shearen/Olson motion to adjourn passed without a negative voice vote.

Respectfully Submitted,

Holly Mitchell
Administrative Assistant
Prescott Fire and EMS Association
City of Prescott