

KETTLE MORaine FIRE BOARD MEETING MINUTES

Approved
May 22, 2025

Call to Order: President C. Mommaerts called the meeting to order at 6:30pm on May 22, 2025, at the Eagle Municipal Building at 820 E. Main St, Eagle, WI.

Roll Call: J. Davis, G. Planning, R. Spurrell, D. Miresse, C. Wood, C. Mommaerts were all present. B. James was excused.

Pledge of Allegiance: C. Mommaerts led the Pledge of Allegiance.

Discussion/action as necessary to approve minutes from Special Fire Board meeting April 17, 2025, and regular meeting on April 24, 2025: Motion by C. Wood to approve both sets of minutes from the special board meeting and the regular board meeting. Motion seconded by J. Davis. No further discussion. All in favor. Motion carried.

Citizen comments/concerns: no action will be taken on any items brought forward: None.

Discussion/action as necessary to approve the financial report and monthly account payables: C. Mommaerts mentioned there was a deposit for \$315,000.00 in the Misc Fire Operations account which was the funds from the closing of Eagle Fire accounts and thought this was the best way to be transparent in the transferring of funds. A check was cut to the Town of Eagle and Village of Eagle in the amounts that reflect the proper percentages. R. Spurrell asked if one account is still open. C. Mommaerts replied yes, the main checking account is still open with a balance of \$80,000.00 for further possible future IRS or other issues that may come up. J. Davis asked if there was any other income that fell in the Misc Fire Operations to make it \$315,000.00 because the 2 checks only came to \$312,000.00. C. Cliffgard stated yes, the check from closing the accounts was \$312,325.17 and she deposited a check for \$2739.64 the department received from Wisconsin Surplus Auction for items that were sold. She handed out to the board a list of items that were for auction for them to review. J. Davis asked with the \$312,000.00 under our expenses which shows us extremely over budget, is that going to carry through as we look at the percentage of expense to budget total through the rest of the year due to that item. R. Spurrell replied yes, as each month goes on expenses go up, that percentage difference may go down, but it will carry throughout the year. Motion by J. Davis to approve the financial report and monthly account payables as presented. Motion seconded by C. Wood. Further discussion, C. Mommaerts noticed an amount of \$312,000.00 on page 2 under Misc Station Expenses. C. Wood replied that was what they were discussing. No further discussion. All in favor. Motion carried.

Report from Administrative Assistant: No report. C. Wood thanked C. Cliffgard for bringing the auction results.

Discussion/action regarding potential audit for the Kettle Moraine Fire District: The board discussed a potential audit for KMFD. C. Mommaerts asked if we wanted to continue using Baker Tilley or if the board would be ok with her reaching out to Lucida, the company that has been doing the Town of Eagle's audits for the past 2 years. D. Miresse mentioned that he also will find out what company the Village of North Prairie uses for their audits. Motion by C. Wood to table to the June meeting to hear back from Dan and Chris regarding what they discovered from their auditors. Motion seconded by D. Miresse. No further discussion. All in favor. Motion carried.

Discussion/action regarding plumbing estimate for KMFD fire station #33 in Eagle: Motion by R. Spurrell to send it to the municipal committee because it's not this board's jurisdiction. Motion seconded by C. Wood. No further discussion. All in favor. Motion carried.

Discussion/action regarding the tracking of the Chief's hours: C. Mommaerts asked for this to be on the agenda due to receiving calls from members with concerns regarding where the Chief's time was being spent. Discussion only. No action taken.

Chief's Monthly Report: Chief D. Nottling summarized his written report. He stated that as of May 20, 2025, we are at 214 calls, Squad 33 is out of service for brake issues, our committees have started working on their objectives and goals, and Lt. Dan Ace will begin training some of our part-time staff who are interested in doing inspections. Chief D. Nottling mentioned he received a notice of resignation from Deputy Chief Nick Koss and will be meeting with Art and Steve to establish what the plan is for that position moving forward. On the record, he wanted to thank Nick for his years of service to the Kettle Moraine Fire District; he often accomplished a lot of tasks behind the scenes, was an asset to the district and he wishes him luck in his future and endeavors. Chief D. Nottling also mentioned the district received a \$2500 grant from the Waukesha County Community Foundation from the Noel W. Nanz fund for First Responders. Lastly, the district will be applying for grants from WE Energies and Firehouse subs. R. Spurrell asked the Chief why we've had a vacancy for the full-time position; the calls seem to be sporadic with coverage and there's been no discussion on staffing. Chief D. Nottling stated he is working with the other Chief's on a plan to present to the Fire Board hopefully at the next meeting in June. R. Spurrell mentioned he would like to have a discussion on the agenda for next month regarding staffing concerns.

Motion to Adjourn: Motion by C. Wood to adjourn. Motion seconded by G. Planning. All in favor. Motion carried. C. Mommaerts adjourned the meeting at 7:21pm.