

KETTLE MORAINÉ FIRE BOARD MEETING MINUTES

Approved
July 24, 2025

Call to Order: President C. Mommaerts called the meeting to order at 6:30pm on July 24, 2025, at the Eagle Municipal Building at 820 E. Main St, Eagle, WI.

Roll Call: C. Mommaerts, J. Davis, G. Planning, R. Spurrell, C. Wood, and D. Miresse 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 June 26, 2025: Motion by C. Wood to approve the minutes as submitted. 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 questioned the 7900 % increase for line item Misc Station Expenses. Chief Nottling stated that it was for the closing of the Eagle fire accounts. J. Davis questioned the bill to the Village of North Prairie WE-Energies Station #35 bill for \$2200 and was wondering if that was for more than 1 month. C. Cliffgard replied yes, the clerk bills us quarterly and the WE-Energies bill for the Eagle station is paid monthly. C. Mommaerts mentioned WRS is up, and Chief Nottling stated a few more members have met the hours. Motion by J. Davis to approve the financial report and monthly account payables as presented. Motion seconded by D. Miresse. No further discussion. All in favor. Motion carried.

Report from Administrative Assistant: C. Cliffgard updated the board regarding a couple of deposits that were made last month from Misc Pay 36 Treasury 310. She stated they were VA payments for billing services. C. Cliffgard stated that she changed the income code from Misc Fire Operation to the billing service code. Lastly, the intercept bills are no longer being billed and paid to the Village of Mukwonago, it will now be the Mukwonago Fire Department.

Discussion on WCTC Diver/Operator Course: G Planning wanted this on the agenda in response to survey comments regarding the members not being able to get pumper training due to the rigs being too old. G. Planning contacted WCTC and spoke with Courtney Hall and their driver operator instructor. He was told that any rigs we have in service we can take to WCTC and get training on. R. Spurrell wanted to clarify it was a driver's course not an Eagle Lake diver course.

Discussion/action regarding staffing: Chief Nottling stated this is going to be an ongoing process regarding the executive summary that was presented at the June meeting and is looking for some direction from the board on which option to pursue. He mentioned that the district has entered into a temporary emergency agreement with the Mukwonago Fire Department to provide coverage, especially on the weekends. R Spurrell stated that the next step to the staffing dilemma is that we need to start having talks about financing options and if a referendum is our only option we need to start moving forward with it. C. Mommaerts addressed a concern as to why the Fire Department is getting dispatched to wires and trees down, then our crews are tied up if a call does come in. Chief Nottling replied that he is in the process of looking into this and see about getting that changed. C. Mommaerts mentioned that the town's attorney

wanted to share that there is a new grant program that the state will pay people to write the grant and submit it. R. Spurrell mentioned to the Chief, if he is looking for some sort of direction from the board, he needs to start looking into what we need to do for a referendum. No action taken.

Discussion/action regarding equipment standards for training: Same topic as item #7. No discussion needed. No action taken.

Discussion/action regarding open record requests: C. Wood requested this to be put on the agenda in response to the open record request Chief Nottling received. The board and Chief Nottling had a general discussion regarding the open record request from Rick Kugel Town of Eagle Supervisor. C. Wood mentioned that we don't have to create records for people who request open records, we only need to give them records that we already have created. No action taken.

Discussion/action regarding moving the \$1200 from A51805- Clean Mats to new expense line item A50408- Misc. Fire Training: C. Nottling mentioned that we have personal at the station and part of their responsibilities is to keep the station clean he wondered why we budgeted \$1200 to pay a company to clean the mats. With the opportunity of the acquired structure we will be using for fire training, he would like to move this money to a new line item for any expenses that may arise for this training. Motion by C. Wood to move the \$1200 from A51805- Clean Mats to new expense line item A50408 – Misc. Fire Training. Motion seconded by D. Miresse. Further discussion, J. Davis asked if we moved the whole \$1200 is there enough money in the cleaning portion of the budget to cover what will be needed to clean the mats we have. Chief Nottling replied yes, under building consumables. No further discussion. All in favor. Motion carried.

Discussion/action update on Lucida proposal for possible KMFD audit: The board received the proposal from Lucida in their packets and had a general discussion on the topic. J. Davis stated he would like to get another proposal for a comparison. C. Cliffgard stated she will reach out to Wendi at Baker Tilly and request an audit proposal for KMFD. Motion by C. Wood to table the discussion/action update on Lucida proposal till the August Fire District Board meeting. Motion seconded by G. Planning. No further discussion. All in favor. Motion carried.

Chief's Monthly Report: Chief Nottling summarized his written report. He stated that as of July 24th, we are at 303 calls, all apparatuses are currently in service with minor issues being addressed and the annual hose testing has been completed. He stated the Chief officers met with Dr. Shultz, our Medical Director, to review legal staffing requirements for the ambulance crew and explore contingency plans. Dr. Schultz shared the same concerns the Chief's had and asked that the district enter into a temporary emergency agreement with the Mukwonago Fire Department to provide service coverage (if available) on days when we are unable to field a legal crew. This arrangement will be temporary while short- and long-term options are discussed with the fire board. Chief Nottling will also be meeting with other neighboring departments to discuss agreement options, so we are not relying heavily on Mukwonago. Officer evaluations are nearly completed then Chief Nottling will meet with each officer of the district to review the comprehensive evaluation so he can offer constructive feedback for leadership development. The officer's meeting is scheduled for July 29th, with the focus being on what is happening in the district and getting input on the 2026 budget process. Chief Nottling has been in contact with the resident who is donating a structure for the department to train in and burn down. The district applied for the WE Energies grant, and a WI DNR grant and there is no new update on the AFG radio grants. Chief Nottling mentioned that starting next month the call sheet will show the mutual aid given vs mutual aid received, this was a request from J. Davis at the June meeting.

Motion to Adjourn: Motion by J. Davis to adjourn. Motion seconded by C. Wood. All in favor. Motion carried. C. Mommaerts adjourned the meeting at 7:43pm.