KETTLE MORAINE FIRE BOARD MEETING MINUTES
Approved
September 29, 2025

Call to Order: President C. Mommaerts called the meeting to order at 6:30pm on September 29, 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.

Announcement of possible closed session pursuant to WI State Statute §19.85(1)(f) for preliminary consideration of specific personnel problems or the investigation of charges against specific persons, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to or involved in such problems. C. Mommaerts made an announcement of possible closed session pursuant to WI State Statute §19.85(1)(f) for preliminary consideration of specific personnel problems or the investigation of charges against specific persons, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to or involved in such problems.

Discussion/action as necessary to approve minutes from August 28, 2025: Motion by C. Wood to approve the minutes as submitted. Motion seconded by D. Miresse. No further discussion. 5-0-1 vote. J. Davis abstained. Motion carried.

Citizen comments/concerns: no action will be taken on any items brought forward:

Hannah Lang S106W36133 Matthew Ln, Eagle wanted to comment on the state statue requirements for EMS training, the budget and staffing requirements mentioned at the last Town of Eagle board meeting. Hannah stated in the Chief's report that he mentioned the fire district is considering two numbers for the budget, a 100% increase, which she thought sounded like it was due to staffing concerns and shortages and a 10% increase. The Chief also mentioned that staffing requirements are increasing and that a 2-year program was needed for EMT training. Hannah thought that seemed like more training than some of her EMS colleagues had to do in the past and decided to do some research on her own. She shared with the board what she learned regarding the requirements according to Chapter 256 of the Wisconsin Statutes, and the costs for what is needed to become an Advanced EMT. She is looking for clarification since according to statue and DHS staffing requirements a 2-year program for emergency personnel serving in our fire district is not required. Hannah also asked the board to consider the actual requirements and the cost when considering what kind of referendum or budget increase is needed to pay for additional staff.

Deb Hall 404 Karin Dr, North Prairie, resident and a North Prairie board member had a few comments she wanted to address to the board. Deb noted a quorum of Village of North Prairie board members was present, it was properly posted, and there will be no Village of North Prairie business discussed among any of the Village of North Prairie board members. She wanted to thank the board for adding the agenda item regarding Intermunicipal Agreement Article 5, Section F #3. Deb mentioned after the Village of North Prairie's board meeting, Chief Nottling reached out to her asking where the requirement was stated that either the Chief, or a representative of the fire district had to be at each municipal board meeting. She stated it was her understanding that there was to be a representative from the fire district at every one of the municipal board meetings which is not happening. Deb mentioned that in the job description for the Fire Chief it states that the Chief is expected to build and maintain strong professional relationships within the Fire Department and with the Municipal Boards and believes this is a simple way to start building those good relationships. Lastly, she wanted to comment on the budget and thank Hannah for the research she did on the statue requirements. Deb does not feel any increase in the budget will help solve the issue within the fire district and that we need a long-term solution to the sustainability of this district. She stated to continue putting money into a department without a long-term plan or a long-term solution to make this work for each of our taxpayers is something the board should seriously consider.

Donna Samuels 505 Karin Dr, North Prairie had a few concerns and questions regarding the budget. Donna stated a few members from the district have shared their concerns with her regarding the actual number of active members the district has, and she is wondering what that number currently is. She had a few questions on the physical line item on the budget. She stated there are 15 Fire Fighter physicals and 25 EMT physicals and was wondering if physicals are required on an annual basis or if we are budgeting the expectation that we will be hiring this number of firefighters and EMS individuals. She had the same question regarding the in the number on the immunization line item. Donna is looking for some clarity about the personnel part of the budget including the removal of full-time employees, adjustments to Paid-On Call and Part-Time, we still have a Part-Time Stipend and there is a significant increase in retirement presumably due to WRS eligibility.

Discussion/action as necessary to approve the financial report and monthly account payables: R. Spurrell questioned a $2313.00 labeled as a return check from a previous deposit. C. Cliffgard stated she contacted Sherry at EMS regarding this check and was informed EMS deposited the payment into our account, and it was later returned to EMS due to the account being closed. C. Cliffgard stated EMS attempt to collect payment from the patient, if they are unsuccessful, it will be sent to Waukesha County Collections Department. R. Spurrell also questioned a $3000 payment for quarterly computer consulting. Chief Nottling stated it was for our new IT firm, we are billed per workstation and we can use his services at any time and not be charged extra. R. Spurrell expressed concern about paying a flat fee regardless of usage. Chief replied that he will look into this matter further. Motion by R. Spurrell to approve accounts payable and the budget report. Motion seconded by C. Wood. No further discussion. All in favor. Motion carried.

Report from Administrative Assistant: Discussed the EMS returned check in the financial report and monthly account payables line item above. No more to report.

Discussion/action regarding the 2026 Kettle Moraine Fire District budget: Chief Nottling presented and discussed with the board Draft 2 of the KMFD Budget. R. Spurrell started the budget discussion with expenses. He stated there are some changes that were made that he is not going to support since some of them decrease our budget which he is not in favor of. He discussed a few expense and revenue budget line items with the Chief and made some adjustment recommendations. Chief Nottling asked if we are proposing that we keep the budget the same. R. Spurrell replied he would recommend a small increase to see if the boards will support it. The board scheduled a Special KMFD Fire Board meeting for Oct 7th at 6:30pm, at North Prairie Municipal Building to discuss the 2026 Budget Draft #3. Discussion only. No action taken.

Discussion/action regarding formation of a referendum committee to include parameters for choosing committee members: Chief Nottling presented and discussed with the board a KMFD Referendum Committee Suggested Plan/Draft and a Strategic Referendum Board Packet that he put together. Motion by R. Spurrell that this is presented to the municipal boards to move forward with getting candidates. Motion seconded by C. Wood. No further discussion. All in favor. Motion carried.

Discussion/action regarding KMFD Intermunicipal Agreement Article 5, Section F, #3: This was requested by the Village of North Prairie board regarding the Chief's attendance at municipal board meetings. Chief Nottling stated he tries to attend the meetings when he is able, but it can be difficult at times since he has a full-time job, and the Village of Eagle and Village of North Prairie's meetings are on the same night. R. Spurrell mentioned the Village of Eagle board members would like to have a representative from the fire department at their board meetings. D. Miresse stated communication is important and it would be nice if the

Chief could attend a meeting if he is able. D. Miresse also mentioned he could email the Chief when there are certain items on their agenda that he should be in attendance to answer any questions if needed. R. Spurrell stated just for clarification on this item, that per the agreement it states a frequency is designated by the board. The Chief replied according to the agreement it states the Fire Chief shall report to all municipalities at a frequency determined by the fire board. Motion by R. Spurrell that the frequency of the Chief or a designee of his choice strives for 100% attendance at regular municipal board meetings. Motion seconded by C. Wood. No further discussion. All in favor. Motion carried.

Chief's Monthly Report: Chief Nottling summarized his written report. He stated that as of September 24th we are at 405 calls, Brush 35 is back in service, state ambulance inspections are scheduled for October 6th and the Ram nozzle for Tender 35 has been ordered. Asbestos abatement on the donated structure has been completed, and the district will begin non-destructive training this month**.** Chief Nottling mentioned that there was an announcement that AFG grant awards were decided but FEMA has not currently published the list on their website. Lastly, there is an officers' meeting scheduled for September 30th. Chief Nottling mentioned he will have to email the detailed spreadsheet to J. Davis.

Motion to enter closed session pursuant to WI State Statute §19.85(1)(f) for preliminary consideration of specific personnel problems or the investigation of charges against specific persons, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to or involved in such problems: Motion by R. Spurrell to enter closed session pursuant to WI State Statute §19.85(1)(f) for preliminary consideration of specific personnel problems or the investigation of charges against specific persons, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to or involved in such problems. Motion seconded by J. Davis. R. Spurrell wanted to make a clarification its statue (1)(f) not (4) as C. Mommaerts read it.

Roll Call Vote: C. Mommaerts -Yes, J. Davis -Yes, G. Planning -Yes, R. Spurrell -Yes, C. Wood - Yes. D. Miresse – Yes. All in favor. Motion carried.

Closed session: Closed session at 8:07pm.

Motion to reconvene into open session: Motion by C. Wood to reconvene into open session. Motion seconded by J. Davis. No further discussion. All in favor. Motion carried.

Open session: Open session at 8:37pm.

Discussion/action as necessary regarding any closed sessions items if needed: No discussion/ action needed.

Upcoming Meeting: The next regular Fire Board meeting is Wednesday October 23rd at 6:30pm at the North Prairie Municipal Building: Correction, the day should be Thursday October 23rd. A Special Meeting was added to discuss KMFD 2026 Budget scheduled for October 7, 2025, at the North Prairie Municipal Building.

Motion to Adjourn: Motion by J. Davis to adjourn. Motion seconded by G. Planning. All in favor. Motion carried. C. Mommaerts adjourned the meeting at 8:41pm.