

# KETTLE MORAINÉ FIRE BOARD MEETING MINUTES

Approved  
April 23, 2026

**Call to Order:** President D. Miresse called the meeting to order at 6:30pm on April 23, 2026, at the North Prairie Municipal Building at 130 N. Harrison St, North Prairie, WI.

**Roll Call:** C. Mommaerts, J. Davis, G. Planning, A. Shird, R. Spurrell, C. Wood, and D. Miresse were all present.

**Pledge of Allegiance:** D. Miresse led the Pledge of Allegiance.

**Discussion/action as necessary to approve minutes from March 26, 2026:** R. Spurrell noted a typo under discussion/action to approve financial report motion is missing the “o” and under motion to reconvene into open session the result of the motion is missing. C. Wood requested the list of fire departments that are no longer in existence be noted under discussion regarding the Village of Eagle and Town of Eagle opting out. Motion by J. Davis to approve minutes from March 26<sup>th</sup> with corrections as noted. Motion seconded by C. Wood. No further discussion. All in favor. Motion carried.

**Citizen comments/concerns:** None.

**Discussion/action as necessary to approve the financial report and monthly account payables:** C. Wood questioned expense code A53003 and was wondering if that is really where we are at. C. Cliffgard confirmed the amount for legal services is correct. Motion by C. Wood to approve the financial report and monthly account payables as submitted. Motion seconded by C. Mommaerts. R. Spurrell inquired whether the CAD Mobile invoice was for the annual contract or if it was a special bill. Chief Nottling confirmed it was the annual county invoice for radio services and WCC fees. No further discussion. All in favor. Motion carried.

**Report from Administrative Assistant:** C. Cliffgard reported continued progress working with Jordan on the audit. D. Miresse asked about a timeline; C. Cliffgard stated she is uncertain when the 2022 audit will be completed. C. Mommaerts asked regarding agenda item #8 what months are included and for an update. Chief Nottling stated the process is ongoing and includes all of 2025 and January of 2026. C. Cliffgard reported she has begun an Excel worksheet organized by pay period. Discussion only.

**Discussion/action regarding staffing coverage:** Discussed in agenda item #9. Discussion only.

**Discussion/action regarding update on stipend backpay/data, totals:** Discussed in the Report from Administrative Assistant. Discussion only.

**Discussion regarding update on staffing schedules, time logs and submitted availability:** R. Spurrell requested this agenda item to talk about an update on the policy and sign-ups. He had requested copies of employee availability submissions and the schedule from the Chief. He said

he had heard rumors that some members were not receiving the shifts they requested, but after reviewing the schedule, he did not believe those concerns were substantiated. R. Spurrell asked for the department and for the public, and that he was not trying to single anyone out, though he understood it might appear that way. He noted that the policy requires everyone to submit availability, and he did not see Steve or Dan listed on the schedule. R. Spurrell clarified that he was not suggesting they do not respond to calls, but recommended that they sign up for shifts, which he believed would be a huge perception for the rest of the department. J. Davis asked R. Spurrell whether, based on his review of the schedule, there were times when a legal crew was not available and outside help would still have been needed. R. Spurrell stated he had not gone back to verify whether a legal crew was present every time. C. Mommaerts requested that R. Spurrell share the compiled spreadsheet he created. Discussion only.

**Chief's Monthly Report:** Chief Nottling summarized his written report. He stated that as of April 7th, we are at 152 calls, all apparatus are currently in service, the department has scheduled a date for the burn on Wilton Road, the AFG grant application period has not yet opened, but is expected to do so soon. Chief Nottling reported he received resignation letters from Matt Conrad, Michael Kaspar, and Zach Blauser. Chief Nottling noted that the fire fee research committee held a meeting on March 23<sup>rd</sup> which had a presentation from James Small with the WI Department of Rural Health, which he shared with the fire board. The committee approved a motion to suspend future committee meetings until there is more clarification on the direction the municipalities would like to take. Chief Nottling noted concerns expressed by members regarding the district's uncertain future and stated that he has encouraged everyone to remain positive and to focus on the safety and well-being of the citizens and visitors of the district's three municipalities. Chief Nottling thanked and congratulated Lieutenant Scot Laabs for his role in the Rainbow Springs ice rescue call this month, noting that Lt. Laabs went above and beyond the call of duty and is a true professional. R. Spurrell noted in the Chief's annual report on the breakdown of calls page and under 2025 Highlights, the breakdown of calls doesn't add up to the total of calls. Spurrell suggested that Chief Nottling add a miscellaneous calls category if smaller miscellaneous categories weren't included in his totals.

**Upcoming Meeting:** The next regular Fire Board meeting is Thursday, May 28, 2026, at 6:30 p.m. at the Eagle Municipal Building.

**Motion to Adjourn:** Motion by C. Mommaerts to adjourn. Motion seconded by R. Spurrell. All in favor. Motion carried. D. Miresse adjourned the meeting at 6:49pm.