

**JOINT MEETING OF THE
LODI AREA FIRE COMMISSION, LODI AREA EMERGENCY MEDICAL SERVICE COMMISSION,
TOWN OF LODI BOARD*, TOWN OF WEST POINT BOARD, CITY OF LODI COMMON COUNCIL
APRIL 24, 2017**

***TOWN OF LODI MINUTES**

1. Call to order:

a. City of Lodi: quorum present

b. Town of Lodi: Present Tom Marx, James Brooks, James Bechen, Jon Plumer; Absent – Robert Benson.

c. Town of West Point: quorum present

2. Lodi Area Emergency Medical Service: EMS Director Russ Schaefer

a. 2017 Budget Update: see reports distributed by Russ

b. New Ambulance: see Lodi Area EMS Ambulance Replacement 2018 FY report dated 04/24/17. It's around \$25,000 additional, but we'd like to go to 4WD chassis rather than a van chassis. Newer models are mostly aluminum interior, which is much safer than wood interior in case of an accident. The estimates we're receiving are around \$190,000; so I'm asking for approval to purchase an ambulance not to exceed \$200,000. Current there is \$120,000 in reserve funds to go towards an ambulance (\$55,879.35 is from Town of Lodi; \$36,472.68 from City of Lodi, and \$27,939.69 from Town of West Point). Note: \$200,000 = \$80,000 from Town of Lodi, \$80,000 from City of Lodi, \$40,000 from Town of West Point). Lead time from order to deliver is about 9 months. We do not have to put any money down until time of delivery. Our 2009 ambulance is scheduled to be replaced in 2018, so we won't be doing anything that delivers this before 2018.

Goeske Note: With the \$55,879.35 the Town of Lodi already has put in the EMS equipment fund, and the \$19,988.00 it has budgeted for that for 2017, the Town will have \$75,867.35 towards the estimated \$80,000 our share for the ambulance.

Questions: would there be any way each of us could take this back to our boards/councils and look at all the figures, and then come back to the joint meeting in August to make a decision? Ness – and have a firm price for it at our August meeting? Question: do you have an idea what your budget increase could be for 2018? Russ Schaefer – I anticipate a 3% increase for 2018.

c. Action on New Ambulance:

1. City of Lodi: *motioned to table this matter; MC*

2. Town of Lodi: *Brooks/Plumer motion to table this matter until the August joint meeting; MC 4-0.*

3. Town of West Point: *motioned to table this matter; MC*

3. Lodi Area Fire Department:

a. 2017 Budget Update: Treasurer of Fire Commission Mikel Bilkey – January thru April 2017 expenses shows we've only spent 14.61% of budgeted expenses to-date, which is normal, the LAFD doesn't do a lot of spending early in the year. We also haven't done any building maintenance, we're working on getting estimates for that.

We have \$214,594.30 in Equipment Fund money in savings to-date. We assumed we were going to use that money towards a truck. But we MUST replace our air packs by March 2018 and that will cost in the \$200,000+ range. We're hoping to get a grant for these, we applied, but we haven't heard an answer yet. We have to order new ones before the end of the year. Some money was used from that fund 4-5 years ago to purchase several turnout gear sets.

Question: Can you tell us what you anticipate your 2018 budget increase would be?

Goeske – a Treasurer to Treasurer question: Budget vs. Actuals report means the report should show Revenues and Expenses; your report only shows Expenses. Where's the revenues? Bilkey – I'll send you the revenues part of the report.

b. Fire Department Billing: *Plumer/Brooks motion to table this matter; MC 4-0*

c. New Emergency Services Building: Fire Chief Bobby Annen – EMS Director Schaefer and I sat down with Steve Gausman & Jim Schmidt of Five Bugles Design regarding a new building, etc...

Steve Gausman of Five Bugles Design - we offered to come down and speak to you, no obligation, no sales pitch, regarding putting up a new Emergency Services Building. We've put up around 200 stations to-date.

Gausman – some of the questions asked are (1) what's wrong with our current building; (2) can we add on to the current building; (3) how much is that going to cost; (4) what do we want vs. what do we need; etc... The first thing to do is put out an RFP (request for proposal). We can help with that. Another question is choosing a site and acquiring it; Site Location Study, Space Needs Analysis, etc...; takes about 2 months to go through these beginning processes.

Middleton, WI is an all-volunteer fire department, and with the opening of their new facility they have a waiting list of 65+/- volunteers who want to be in that department.

Bechen – Do increased upfront expenditures, such as radiant heat, do those offset future maintenance costs and repairs. Gausman – yes they do. I'd like to add that it's not the big things that make a station great, it's the little things. Using high-quality materials gives you the best lifespan. Schmidt – I think this LAFD building has the tightest bay I've ever seen! Bechen – have you designed fire stations to potentially expand in the future? Gausman – most of the plans we do these days have an alternate bid for additional bays. Bechen – seeing as how you've done 200+ of these buildings, what's the time span from planning to handing over the keys. Can be as little as 1 year, but that's not the norm.

Question: the types and numbers of calls responded to by fire departments have decreased, but ems calls have been increasing – according to statistics. How do you plan a building based on that? Schmidt – ems calls are generally 80% of the total calls to fire & ems.

Question: as we're looking in the future for new equipment, what is the timeline for that, and what is the price difference between purchasing a vehicle that doesn't have to be downsized to fit our small bays? Bobby – it is an additional cost to downsize average vehicles, but I'm not sure of the difference exactly. Annen – Engine 10 can no longer be a frontline vehicle as of 2023, so that will have to be replaced.

Approximate cost for a GIS study is \$8,000 for fire & ems, if you want to add law enforcement that adds \$2,000. RFP cost is \$0. Gausman – I can't see hiring an architect before having a RFP done.

d. Action on New Emergency Services Building: Comments: Are we convinced that we have outgrown our fire and ems buildings; are fire and ems not able to provide services to all residents they cover as well as they should be able to? Marx – I believe a lot in planning and between now and August maybe LAFD and EMS could come up with steps and when they would like those steps to be taken and what each step will cost. Annen – Schaefer and I can sit down and talk to Five Bugles Design and come up with more information for the August meeting. Comment: we also need to know the requirements for satellite stations. Annen – I can provide the information on the requirements that constitute a “fire station”.

1. City of Lodi: *motioned to table until August meeting; MC.*

2. Town of Lodi: *Plumer/Bechen motion to table until August meeting; MC 4-0.*

3. Town of West Point: *motioned to table until August joint meeting; MC*

e. Repairs for current fire station: Annen – Strander's came and looked at our roof and said it needs to be replaced within a year; cost estimated to just under \$50,000. Also around \$50,000 to repave the side parking lot. And to get the area in front of the bays concreted so they're even is \$15,000 - \$20,000. Bilkey – I'd like to come back in August with a budget amendment to use some of the money we have set aside to do these repairs. Annen – about the only item I could see we could get by without doing (but still have safety issues) would be the paving of the parking lot. The roof and the tarmac out front need to be done soon.

Bechen – the Fire Commission should provide us with estimates from local and outside contractors for all 3 projects stated above. Also, I seem to recall this same discussion regarding repairs needed at the joint meeting last August, so why do you only have \$7,____ in your budget for building maintenance this year? Annen – building maintenance isn't for major repairs like these 3 items.

Need to add a Capital Expenditures line in the budget for items like these.

f. Action on repairs for current fire station:

1. City of Lodi: no action taken

2. Town of Lodi: no action taken

3. Town of West Point: no action taken

4. Set date, time and location of next joint meeting: West Point Town Hall, Monday, August 21, 2017 @ 5:00 p.m.

5. Adjournments:

a. City of Lodi: *motion to adjourn at 7:40 pm; MC*

b. Town of Lodi: *Brooks/Bechen motion to adjourn at 7:40 pm; MC 4-0.*

c. Town of West Point: *motioned to adjourn at 7:40 pm; MC*

April D. Goeske
Clerk-Treasurer