

**TOWN OF LODI MINUTES**  
**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**  
**JULY 25, 2018**

**1. Call to Order & roll call:**

(b) Town of Lodi: meeting called to order by Chairman Tom Marx.

**2. Per capita assessment:** Goeske note (from WI DOA census information): Populations served - City of Lodi 3,087 (41.7%); Town of Lodi 3,320 (44.8%); Town of West Point 1,000 (13.5%): Nedeau-Owens: – the current 40%, 40%, 20% division is unfair to West Point. That means we’re paying more than our share per person for LAEMS and LAFD services than the other 2 municipalities. Stevenson – but West Point and Town of Lodi have a lot more part-time residents than the City, so that would make per-capita not fair to the City. Marx – I could see it more fair to go by the number of buildings in each municipality. Ness – if you want to change how the division is based on then both of the Intermunicipal Agreements would have to be renegotiated. Miller – in the City of Lodi there are Fire Hydrants for our buildings. Buchanan – in Sauk it’s done by assessed value for fire, for EMS it’s per capita. Enge – we should check how other municipalities divide it. Scott Russell (Waunakee) – we do it per capita in Waunakee. Stevenson – some of the things I see is that the scenarios between how to divide EMS and LAFD costs may be different.

**3. Lockboxes on new commercial buildings:** Stevenson – lockboxes make sense, and requiring them would have to go before our City Safety Committee. Brooks – I think it’d make more sense to require them on ALL commercial buildings, old and new. Goeske – does EMS get a key also? Russ – yes. Bechen – who maintains all the keys. Russ – the key is a master key that works in any lockbox. *Marx/Brooks – motion that the EMS Director and Fire Chief get together and come up with a proposal, costs, etc... for these to present at the next Joint meeting for action; 5-0.*

**4. Lodi Area Fire Department:**

**(a) Preliminary 2019 Budget:** The increase comes to only \$400 for Town of Lodi and City of Lodi and \$200 for Town of West Point, or .91%. Bechen – you have no Safety Program (budgeted)? Davies – it’s explained in the Fire Chief’s cover letter. Bilkey – we purchased air packs this year, and they should be shown as a capital expense, rather than as currently shown on my report. Those were paid for from monies we’ve received for Vehicle Replacement Fund. Miller – your report seems to show the LAFD to be \$150,000 in “the hole”? Ostrander – that’s the explanation above.

**5. Lodi Area Emergency Medical Services:**

**(a) Providing EMS services to portions of Town of Dane:** Schafer – INSERT PROPOSAL AS ATTACHMENT. About a year ago Russell of Waunakee EMS approached me regarding the possibility of us providing EMS services to Town of Dane Residents who are actually closer to Lodi EMS than to Waunakee EMS. I attended some public hearings where the residents affected were in favor of changing to Lodi EMS serving them. So I drafted this proposal for you with different options. Stevenson – do we have good communications with Dane County 9-1-1? Schafer – we have a connection, that I have tested,

with Dane County that work with our pagers that I have upgraded all of them. Marx – if it's a faster response time for EMS isn't it also faster for Fire? Schafer – no, because Dane has their own Fire Dept. Stevenson – would this facilitate needing an additional ambulance? Schafer – not with the additional call volume I'm estimating based on current call volume for EMS to that area. Ostrander – would it affect the contract you have with Life Quest? Schafer – no. Brooks – would there be any issues with our ambulance being on a call to Dane and another call comes into for Lodi's regular service area? Schafer – I don't anticipate that happening. Miller – does this affect HazMat? Goeske note – we have a contract with Columbia County Hazmat for those services.

Schafer – I prefer option 2 in my draft proposal (INSERT). Ness – I think this is something we all need to take back to our boards/council and bring back at the next Joint meeting. Schafer – I've also prepared a draft revised Inter-Governmental Agreement. Ness – I want to show this to our attorney also. Stevenson – I think the Town of Dane board should be present at our next Joint meeting. Marx – one of the things relating to per capita and this, we don't want to be changing this and having to go back year after year to review the agreement. Schafer – I'd like to see a 5-year agreement.

**(b) Preliminary 2019 budget:** Schafer – I provided an Annual Report and Proposed Budget. We're currently at the amounts predicted for being 50% through the year. Call volume is always a guessing estimate. Changing to a mostly full-time employee staff is working, our average call response time has lowered. Owens – what do you do for volunteer appreciation? Schafer – pats on the back, alot of thank yous, the local hospitals do recognitions, we do a variety of other small items. Fundraising last year was around \$22,000. All of our uniforms for volunteers come from fundraising funds. Marx – if part-time EMT's are fighting for hours, why is their a budget line for overtime hours? Schafer – we're bound by FSLA laws regarding when overtime has to be paid. Volunteer EMT's mostly work nights and weekends. Nancy \_\_\_\_\_ - our full-time staff are all Advanced EMT's, which the State now requires that we have at least one on each ambulance, so sometimes they end up working overtime if a call goes over their hours for that shift.

Shafer – the budget increase comes to 2.05% overall.

Bechen – it looks like you have \$313,000 in assets, do you have any plans for using that? Schafer – part of that is the old EMS building we own and currently rent to Lodi Shell, and some will be used towards out next purchase of an ambulance.

**6. FD & EMS Financials preparation and reporting:** Bilkey – in the past the financials were done by the City of Lodi staff, but they decided a couple of years back that they no longer wanted to do that, their staff didn't have the time. The LAFD was paying the City of Lodi an amount each year to cover the City staff doing this work on City work time. I'd like to have an audit done for this year and then turn it over to someone or more than one person to do it. Ness – I think it would be better to have someone from one of the municipalities do it.

**7. Building feasibility study:** Schafer – our letter stating EMS did not want to be included in a building with LAFD has nothing to do with any ill feelings between the 2 departments. We just feel the money spent on the study could better be spent on EMS needs. Brooks – this feasibility study is a study only, not for us to be told we have to do something. Goeske – one issue with including the Lodi PD would be that it would limit location to being in the City of Lodi. Ness – I don't believe the City Council ever said they wanted the Lodi PD to be included. Marx – if we approve going ahead with the RFP tonight then that \$20,000 would need to be added to the LAFD and EMS budgets (50/50). Stevenson – I don't think we need to make a motion to go ahead with the RFP, as we did that at one of our 2017 meetings. Owens – I think the motion would be to make sure the understanding is t he

RFP is for a joint LAFD & LAEMS building, and not including Lodi PD. Marx – are we looking at just immediate needs of the 2 departments or are we looking into the future, say 10, 20, 25+ years from now. If it's only immediate needs then we only need a study for LAFD, because EMS states they don't need a new building now. Brooks – the company doing the study would be sitting down and talking to the Fire Chief and EMS Director to discuss their needs, and who needs a new building. And what the study shows doesn't mean we have to do what the study says. It's just information for us to use. *Brooks/Henry that we go ahead with the RFP process for LAFD and, LAEMS; MC 5-0.*

**8. Motion to go into Closed Session** per 19.85(1)(i) "Considering any and all matters related to acts by businesses under s. 560.15 which, if discussed in public, could adversely affect the business, its employees or former employees.": *Brooks/Bechen motion to into closed session; voice vote: Marx – yes, Brooks – yes, Bechen – yes, Henry – yes, Plumer – yes; MC 5-0.*

**9. Motion to return to open session:** *Bechen/Plumer motion to return to open session; MC 5-0.*

**10. Any action on closed session matters**

(b) Town of Lodi: Marx - no action to take on the closed session matters

**11. Set date, time and location of next Joint meeting:** Monday, September 24<sup>th</sup>, 6 p.m., Town of Lodi

**12. Adjournment:**

(b) Town of Lodi: *Bechen/Henry motion to adjourn at 8:15 p.m.; MC 5-0.*

**April Goeske, Clerk-Treasurer**  
**Town of Lodi**