

**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
MONDAY, SEPTEMBER 24, 2018**

1. Calls to Order & roll calls: City of Lodi Council called to order by Mayor Jim Ness; Town of West Point board called to order by Chairman Ashley Nedeau-Owen; Town of Lodi Board called to order by Chairman Thomas Marx.

2. Lodi Area Fire Department:

(a) Preliminary 2019 Budget: LAFD Chief Bobby Annen – nothing has changed in this preliminary budget since the July 25th joint meeting. We’re asking for less than a 1% increase over 2018 (0.91%). Our 2018 budget looks pretty stable, we still have the routine maintenance to do on all our trucks yet this year. The cost of fire inspections will increase next year, so I’ve shifted some of the 2% dues money to cover that. Mikel Bilkey – one of the things to keep in mind is that we don’t do our truck maintenance until the end of the year just in case some expense(s) came up during the year that used up extra funds; also, almost all of the payroll is done just once a year in December. So we look like we’re under budget with expenses at 40-50% until December of each year. The # of calls this year is way down from the usual average. Annen – right now we’re at 60 calls this year, we’re usually at 80 this time of year. Some calls are not billable, such as mutual aid or calls where we don’t end up providing any services. Peter Tonn – I’d like to request we receive a report on actual revenues and expenditures for 2015-2016-2017.

Town of Lodi: *Plumer/Bechen motion to approve 2019 LAFD budget; MC by roll call vote 4-0.* **City of Lodi:** *motion to approve 2019 LAFD budget; MC.* **Town of West Point:** *motion to approve 2019 LAFD budget; MC*

3. Lockboxes (Knox Box) on new commercial buildings: LAFD Fire Chief Bobby Annen – a lockbox can be mounted to a business, school, home, etc. for which only the LAFD has the key for. The master key to get in all lockboxes are kept in secure boxes in each LAFD truck and accessible only by a code. The costs range from \$330-\$600 per box. If someone wants one of these, they can get the form from me, I fill out and sign the LAFD portion, and the box and keys are sent to the owner. There is also a padlock version that can be put on a chain. I don’t know of any municipalities in this area that have ordinances that require these on businesses, homes, schools, it’s up to each municipality whether to adopt such an ordinance. I’d think it’d be a good thing to encourage on new buildings. Chairman Owen – Sauk adopted such an ordinance. Tom Marx – is this something we’d like the Fire Commission to work on an ordinance and bring back to us? Ness – I think we’d have to have our attorney review it. James Bechen – we should research what Sauk is adopting or has adopted, send it to the City of Lodi’s committee, and then distributed to the rest of us. Also, would Knox be willing to give us a discount if we adopted ordinances that encouraged or required these boxes. Bobby Annen – I will check with them.

3. Building feasibility study: James Brooks – the Ad Hoc Building Committee met last month and did interviews with 2 firms for doing a Feasibility Study. We chose Public Administration Associates to do the Fire & EMS study at \$14,500 (found them to be the most qualified, and also the lowest bid). They will come and talk to all the municipalities when the study is completed. Marx – up to \$20,000 was already previously approved to have this study done. Brooks – we still want to approval of the municipalities to actually go ahead with this study. Marx – where does this money come from, it’s not built into the current or 2019 LAFD or LAEMS budgets? Stevenson – with action on this tonight the 3 municipalities would have to take the information and include it into their 2019

budgets. Groves – I think this study is a great idea, to have an outside source study this area and give us information we need.

Town of Lodi: *Bechen/Plumer motion to go ahead with study; budgeting \$5,800 in 2019 for it; MC by roll call vote 4-0. City of Lodi: Motion to go ahead with study; MC; Town of West Point: Motion to go ahead with study; MC*

5. Lodi Area Emergency Medical Services:

(a) **Providing EMS services to portions of Town of Dane:** Note: draft contract distributed at this meeting, it has not reviewed to-date by any of the municipalities nor their attorneys. Shafer – no additional information since last Joint meeting. Draft agreement presented to all tonight. Jim Tooley (LAEMS Commission Member for Town of Lodi) – (INSERT Q & A???) – the Town of Dane wants services for a portion of its town from LAEMS, but does not want to be part of the Intermunicipal Agreement. We're recommending a 3-5 year contract with Dane.

Town of Lodi: *Plumer/Bechen motion same; MC by roll call vote 4-0. City of Lodi: Tonn/Stevenson motion to approve LAEMS entering into agreement with Town of Dane, drafted by LAEMS attorney and distributed to each municipality for action; MC. Town of West Point: Motion made same as above; MC*

(b) **Preliminary 2019 budget:** Shafer – no change to what was presented at last Joint Meeting.

Town of Lodi: *Brooks/Plumer motion to approve 2019 budget; MC by roll call vote 4-0. City of Lodi: motion to approve 2019 budget; MC. Town of West Point: motion to approve 2019 budget; MC*

(c) **Use portion of rental property funds to replace cot(s):** Shafer – there is \$42,000 in the account from rental of the old Lodi EMS building (leased by Lodi Shell). We'd like to replace our cots with powerload cots so there's no lifting of patients/cots into ambulances. The cost would be around \$19,820 out of the rental fund after fundraising funds applied. This cot would go into the new ambulance we're purchasing in 2019, the other ambulances will still have the manual cots. The new ambulance will reply to approximately 80% of all calls.

Town of Lodi: *Bechen/Plumer motion to approve above; MC by roll call vote 4-0. City of Lodi: motion to approve above; MC. Town of West Point: motion to approve above; MC*

6. **LAFD & LAEMS Financials preparation & reporting:** Marx – Ness, Owens and I have talked about our Deputy Clerk-Treasurer Jay Gawlikoski taking over doing the LAFD and LAEMS financials; the first year he will keep track of how many hours he spends on each to determine if the current fees LAFD and LAEMS pay for financials preparation are sufficient.

Town of Lodi: *Brooks/Plumer motion same as above; MC by roll call vote 4-0. City of Lodi: motion to approve Jay G. doing LAFD and LAEMS financials effective 01/01/19; MC. Town of West Point: motion same as above; MC*

7. Per Capita assessment:

Goeske calculations:

LAEMS (per capita): *Annual levy / residents served = \$ per person*

Town of Dane: \$11,000 / 500 = \$22 per person;

Town of Lodi: \$55,600 / 3,320 = \$16.75 per person

City of Lodi: $\$55,600 / 3,087 = \18.00 per person
Town of West Point: $\$27,800 / 1,000 = \27.80 per person

LAFD (per capita): *Annual levy / residents served = \$ per person*
Town of Lodi: $\$44,310 / 3,320 = \13.34 per person
City of Lodi: $\$44,310 / 3,087 = \14.35 per person
Town of West Point: $\$22,155 / 1,000 = \22.15 per person

Owens – we'd like the 3 municipalities to agree on some other way to calculate how much each municipality is levied, and then amend the 2019 levies in the LAFD and LAEMS budget.

Town of Lodi: *Brooks/Plumer motion that we (April & Jay) gather information on per capita and per equalized value figures and bring it to the Town Board (October meeting); MC 3-1 by roll call vote (Bechen – no).* **City of Lodi:** *motion that the City of Lodi do a comprehensive review of this subject for 2019; MC*

Owens – read letter from Town of West Point notifying their intent to withdraw from the Lodi EMS agreement as of 12/31/2019 (1-year notice per Intermunicipal Agreement).

Groves – I totally did not understand that at tonight's meeting there was to be action NOW on how the levies are calculated. To do that tonight there would have been a lot more work and calculations done prior to the meeting.

8. Revision of Joint LAFD Intermunicipal Agreement: to be looked into when subject of division of levies is agreed upon.

Ness – possibly this is a subject that we should form an Ad Hoc committee to review, per capita, equalized value, and revision of Intermunicipal Agreements. Committee of say of the current "Triangle Group) of myself and Julie, Tom and April or Jay, Owen and Taffy (or Lonna)

Town of Lodi: *Brooks/Bechen motion to table items #8 and #9; MC by voice vote 4-1.* **City of Lodi:** *motion to table items #8 and #9; MC.* **Town of West Point:** *same motion; MC*

9. Revision of Joint LAEMS Intermunicipal Agreement: see #8 above

10. Set date, time and location of next Joint meeting: Owens – with everything happening I think we need to start meeting at least quarterly for the time being. *Monday, November 12, 2018 @ 6:00 p.m. @ West Point Town Hall*

11. Adjournments:

Town of Lodi: *Bechen/Plumer motion to adjourn at 9:00 p.m.; MC 4-0.* **City of Lodi:** *motion made; MC.*
Town of West Point: *motion made; MC*

*April D. Goeske
Town of Lodi Clerk-Treasurer*