

**LODI AREA FIRE DISTRICT
FIRE COMMISSION AGENDA**

MEETING DATE & TIME: Wednesday, October 9, 2019 at 5:00 PM

MEETING LOCATION: Lodi Fire Station, 115 N. Main St. Lodi, WI 53555

PLEASE TAKE NOTICE, the Lodi Area Fire Commission will hold its monthly meeting at the date, time and meeting location stated above. Members of and possibly a quorum of the governing bodies of the City of Lodi, Town of Lodi and the Town of West Point may be in attendance for the purpose of gathering information. No action will be taken on anything other than items specifically referred to in this notice.

MINUTES

1. CALL MEETING TO ORDER

2. ROLL CAL

Members Present: James Brooks, Doug Nelson, Matt Davies, Nick Cable, Renee Nair

Members not present: Paige Heckel

Jay Gawlikoski, Deputy Clerk-Treasurer

3. CITIZEN INPUT *

Suzanne Miller

DISCUSSION, REVIEW AND POSSIBLE ACTION ON THE FOLLOWING AGENDA ITEMS:

4. LODI FIRE DEPARTMENT - INSURANCE PRESENTATION

No action taken

5. SECRETARY

A. MEETING MINUTES:

1. Wednesday September 11, 2019

Nick Cable/Doug Nelson motion to approve M/C 4-0 Renee Nair and Matt Davies abstain as they were not here for the meeting.

6. TREASURER:

A. Payment of bills

B. Financial reports

Matt Davies/Nick cable – motion to pay bills from the Lodi area Fire Department Disbursements Summary for fire commission authorization Sep 12 – Oct 9, 2019 in the total of \$11,791.71.

Fire prevention is over, but Dane Fire will kick in half of the costs there.

***LODI AREA FIRE DISTRICT
FIRE COMMISSION AGENDA***

**Lodi Area Fire Department
Disbursements Summary
for Fire Commission Authorization**

Sep 12 - Oct 9, 2019

Count	Type	Begin #	End #	Amount
4	Electronic Payments	EP0017	EP0020	\$612.47
10	Checks - Associated Bank	5859	5868	\$10,109.42
1	KMA Paychecks - Associated Bank	100149	100149	\$1,069.82
15	Disbursements Totaling:			\$11,791.71

LODI AREA FIRE DISTRICT FIRE COMMISSION AGENDA

1:44 PM
10/09/19

Lodi Area Fire Department Deposit Detail September 12 through October 9, 2019

Type	Num	Date	Name	Account	Memo	Amount
Deposit		09/30/2019		10002 - Money Market Account	Deposit	0.72
				43001 - Interest Revenue	Interest	-0.72
TOTAL						-0.72
Deposit		09/30/2019		10001 - Checking Account	Deposit	1,700.00
			City of Lodi	42001 - Fire Runs - City of Lodi	CL-2019-08: Fire Run #70 - Fire Alarm Activation	-425.00
			City of Lodi	42001 - Fire Runs - City of Lodi	CL-2019-08: Fire Run #71 - Fire Alarm Activation	-425.00
			City of Lodi	42001 - Fire Runs - City of Lodi	CL-2019-08: Fire Run #72 - Fire Alarm Activation	-425.00
			City of Lodi	42001 - Fire Runs - City of Lodi	CL-2019-08: Fire Run #73 - Assist Citizen	-425.00
TOTAL						-1,700.00
Deposit		10/08/2019		10001 - Checking Account	Deposit	3,400.00
			Town of West Point	42003 - Fire Runs - Town of West P...	WP-2019-08: Fire Run #74 - Motor Vehicle Accident	-425.00
			Town of Lodi	42002 - Fire Runs - Town of Lodi	TL-2019-08: Fire Run #67 - Power Line Down	-425.00
			Town of Lodi	42002 - Fire Runs - Town of Lodi	TL-2019-08: Fire Run #68 - Motor Vehicle Accident	-425.00
			Town of Lodi	42002 - Fire Runs - Town of Lodi	TL-2019-08: Fire Run #69 - CO Alarm Activation	-425.00
			Town of Lodi	42002 - Fire Runs - Town of Lodi	TL-2019-08: Fire Run #75 - Brush Fire	-425.00
			Town of Lodi	42002 - Fire Runs - Town of Lodi	TL-2019-08: Fire Run #76 - Motor Vehicle Accident	-425.00
			Town of Lodi	42002 - Fire Runs - Town of Lodi	TL-2019-09: Fire Run #79 - Power Line Down	-425.00
			Town of Lodi	42002 - Fire Runs - Town of Lodi	TL-2019-09: Fire Run #81 - Motor Vehicle Accident	-425.00
TOTAL						-3,400.00

LODI AREA FIRE DISTRICT FIRE COMMISSION AGENDA

Lodi Area Fire Department 2019 Revenues & Expenses October 9, 2019

Acct #	REVENUES Account	Oct 1 - 9 2019	September 2019	Year to Date	Budget 2019	Budget Available	Budget % Used	Year % Done
	ASSESSMENT REVENUES:							
	Assessment - City of Lodi			44,310	44,310	0	100%	77%
	Assessment - Town of Lodi		22,155	44,310	44,310	0	100%	77%
	Assessment - Town of West Point			11,078	22,155	11,078	50%	77%
	Total: Assessment Revenues	0	22,155	99,698	110,775	11,078	90%	77%
	INTERGOVERNMENTAL REVENUES:							
	2% Fire Dues		6,346	36,315	30,000	(6,315)	121%	77%
	Total: Intergovernmental Revenues	0	6,346	36,315	30,000	(6,315)	121%	77%
	OPERATIONAL REVENUES:							
	Fire Runs - City of Lodi		1,700	9,350	11,050	1,700	85%	77%
	Fire Runs - Town of Lodi	2,975	3,825	16,270	17,850	1,580	91%	77%
	Fire Runs - Town of West Point	425	425	4,675	5,950	1,275	79%	77%
	Fire Runs - From Others (DNR)			305	0	(305)	#DIV/0!	77%
	Total: Operational Revenues	3,400	5,950	30,600	34,850	4,250	88%	77%
	NON-OPERATIONAL REVENUES:							
	Interest Revenue		1	11	10	(1)	110%	77%
	Grant Revenue			0	0	0	#DIV/0!	77%
	Miscellaneous Revenue			210	448	238	47%	77%
	Total: Non-Operational Revenues	0	1	221	458	237	48%	77%
	TRANSFER IN:							
	Transfer In			0	0	0	#DIV/0!	77%
	Total: Transfer In Revenue	0	0	0	0	0	#DIV/0!	77%
	Total Revenues	3,400	34,452	166,833	176,083	9,250	95%	77%

Acct #	EXPENSES Account	Oct 1 - 9 2019	September 2019	Year to Date	Budget 2019	Budget Available	Budget % Used	Year % Done
	2% FIRE DUES EXPENSES:							
	2% Fire Dues - Equipment Purchases		344	7,075	13,835	6,760	51%	77%
	2% Fire Dues - Fire Inspection		5,445	8,637	7,800	(837)	111%	77%
	2% Fire Dues - Fire Prevention	2,091		2,091	1,500	(591)	139%	77%
	2% Fire Dues - Training			647	8,200	7,553	8%	77%
	Total: 2% Fire Dues Expenses	2,091	5,789	18,449	31,335	12,886	59%	77%
	BUILDING EXPENSES:							
	Building - General Supplies	19	7	81	0	(81)	#DIV/0!	77%
	Building - Repair & Maintenance	9	118	393	7,969	7,576	5%	77%
	Building - Improvements			0	0	0	#DIV/0!	77%
	Building - Contingency Fund			0	0	0	#DIV/0!	77%
	Building - Storage Unit Rental			885	0	(885)	#DIV/0!	77%
	Station - Cable Television	66	64	575	810	235	71%	77%
	Station - Internet	75	65	595	805	210	74%	77%
	Station - Telephone	31	31	281	385	104	73%	77%
	Utilities - Electric		261	2,073	3,330	1,257	62%	77%
	Utilities - Natural Gas	183	183	1,144	2,500	1,356	46%	77%
	Utilities - Water & Sewer		108	771	1,170	399	66%	77%
	Total: Building Expenses	383	838	6,797	16,969	10,172	40%	77%
	EQUIPMENT EXPENSES:							
	Cell Phones & I-Pads	189	189	1,995	2,400	405	83%	77%
	Personal Protection Equipment			5,685	11,770	6,085	48%	77%
	Equipment Repair & Maintenance			0	0	0	#DIV/0!	77%
	Pagers & Radios			85	0	(85)	#DIV/0!	77%
	Uniform Expense			0	1,500	1,500	%	77%

LODI AREA FIRE DISTRICT FIRE COMMISSION AGENDA

Acct #	EXPENSES Account	Oct 1 - 9 2019	September 2019	Year to Date	Budget 2019	Budget Available	Budget % Used	Year % Done
	VEHICLE EXPENSES:							
	Vehicle Fuel	170	298	1,918	4,000	2,082	48%	77%
	Vehicle Equipment			1,490	0	(1,490)	#DIV/0!	77%
	Vehicle Equipment Repair & Maintenance	137		1,325	7,548	6,223	18%	77%
	Vehicle Radios & Communications			0	3,200	3,200	%	77%
	Vehicle Repair & Maintenance	7,139	1,157	22,933	15,100	(7,833)	152%	77%
	Vehicle Replacement Fund			0	0	0	#DIV/0!	77%
	Total: Vehicle Expenses	7,446	1,456	27,666	29,848	2,182	93%	77%
	GENERAL OPERATIONS EXPENSES:							
	Bank Service Charges		4	28	0	(28)	#DIV/0!	77%
	Disposable Supplies			0	0	0	#DIV/0!	77%
	Dues & Subscriptions			125	0	(125)	#DIV/0!	77%
	Finance Administration			0	1,500	1,500	%	77%
	Insurance - Building, Vehicle, Equip & Gen Liability		10,804	10,804	15,500	4,696	70%	77%
	Miscellaneous Expense			10	0	(10)	#DIV/0!	77%
	Office Supplies & Expense		395	1,033	2,000	967	52%	77%
	Safety Program			0	250	250	%	77%
	Software Expense			0	0	0	#DIV/0!	77%
	Technical Rescue			0	750	750	%	77%
	Total: General Operations Expenses	0	11,203	12,000	20,000	8,000	60%	77%
	PERSONNEL EXPENSES:							
	Fire Commission Stipends			0	1,300	1,300	%	77%
	Wages - Fire Chief	1,070	1,070	9,628	14,000	4,372	69%	77%
	Wages - Assistant Fire Chiefs (2)			0	3,800	3,800	%	77%
	Wages - Captains (4)			0	4,000	4,000	%	77%
	Wages - Firefighters			0	32,400	32,400	%	77%
	Firefighter Appreciation			0	1,300	1,300	%	77%
	Contribution to Crew Funds			2,000	0	(2,000)	#DIV/0!	77%
	Insurance - Disability		1,359	1,359	0	(1,359)	#DIV/0!	77%
	Insurance - Workers Compensation			3,774	0	(3,774)	#DIV/0!	77%
	Medical Expense			0	400	400	%	77%
	Payroll Processing Fees	54	54	661	0	(661)	#DIV/0!	77%
	Payroll Taxes (FICA)	186	186	14,910	4,060	(10,850)	367%	77%
	Unemployment Compensation Tax			50	1,000	950	5%	77%
	Total: Personnel Expenses	1,310	2,669	32,381	62,260	29,879	52%	77%
	TRANSFER OUT:							
	Transfer Out			0	0	0	#DIV/0!	77%
	Total: Other Financing Uses Expenditures	0	0	0	0	0	#DIV/0!	77%
	Total Expenses	11,419	22,144	105,058	176,082	71,024	60%	77%

Acct #	NON-OPERATING BUDGET EXPENSES Account	Oct 1 - 9 2019	September 2019	Year to Date	Budget 2019	Budget Available	Budget % Used	Year % Done
	CAPITAL EXPENDITURES:							
				0	0	0	#DIV/0!	77%
				0	0	0	#DIV/0!	77%
				0	0	0	#DIV/0!	77%
	Total: Capital Expenditures	0	0	0	0	0	#DIV/0!	77%
	Total Non-Operating Budget Expenses	0	0	0	0	0	#DIV/0!	77%

LODI AREA FIRE DISTRICT FIRE COMMISSION AGENDA

1:42 PM
10/09/19

Lodi Area Fire Department Check Detail September 12 through October 9, 2019

Type	Num	Date	Name	Account	Memo	Paid Amount
Check	EP0017	09/14/2019	Associated Bank N.A.	10001 - Checking Account		
				65001 - Bank & Finance Service Charges	Service Fee - 08/2019	-3.00
TOTAL						-3.00
Check	EP0018	09/27/2019	Lodi Utilities	10001 - Checking Account	Acct #: 10853-00 & 10854-00	
				61021 - Utilities - Electric	10853-00: 08/02/2019 - 09/03/2019	-260.90
				61023 - Utilities - Water & Sewer	10853-00: 08/02/2019 - 09/03/2019	-74.97
				61023 - Utilities - Water & Sewer	10854-00: 08/02/2019 - 09/03/2019	-33.50
TOTAL						-369.37
Check	EP0019	10/04/2019	KMA Bodilly - FICA Taxes	10001 - Checking Account		
				66012 - FICA Payroll Taxes	Payroll FICA Taxes - Sep (KMA Paycheck #100149)	-186.10
TOTAL						-186.10
Check	EP0020	10/04/2019	KMA Bodilly - Payroll Service	10001 - Checking Account		
				66011 - Payroll Processing Expense	Payroll Processing - Sep	-54.00
TOTAL						-54.00
Check	5859	10/08/2019	Alert-All Corp	10001 - Checking Account	Customer ID: LOD5355542	
				60003 - 2% Dues - Fire Prevention	W23570: (110) Freddie Firefighter School Kits	-218.90
				60003 - 2% Dues - Fire Prevention	W23570: (110) Today's Heroes School Kits	-218.90
				60003 - 2% Dues - Fire Prevention	W23570: (96) Cappy Fire Dog School Kits	-191.04
				60003 - 2% Dues - Fire Prevention	W23570: (90) Home Exit Drill School Kits	-179.10
				60003 - 2% Dues - Fire Prevention	W23570: (234) Fire Safety Xtreme Team School Kits	-460.98
				60003 - 2% Dues - Fire Prevention	W23570: (400) New Die Cut - Blue Know Two Ways Out Glow	-360.00
				60003 - 2% Dues - Fire Prevention	W23570: (700) Black Fire Hat - Jr FF Turnout Stripes	-462.00
TOTAL						-2,090.92
Check	5860	10/08/2019	City of Lodi - Fuel	10001 - Checking Account	Customer ID: 32	
				63001 - Vehicle Fuel	015641: Diesel - August	-155.82
TOTAL						-155.82
Check	5861	10/08/2019	Dinges Fire Company	10001 - Checking Account	Customer ID: 11905	
				63003 - Vehicle Equipment Repair & Main	3058: Gas Sniffer Equipment Maintenance	-136.70
TOTAL						-136.70

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10/09/19

Lodi Area Fire Department Check Detail September 12 through October 9, 2019

Type	Num	Date	Name	Account	Memo	Paid Amount
Check	5862	10/08/2019	Emergency Apparatus Maintena...	10001 - Checking Account		
				63005 - Vehicle Repair & Maintenance	107738: Unit E10 (Install new alternator, coolant hose & Kussmaul 1200 char...	-6,068.80
TOTAL						-6,068.80
Check	5863	10/08/2019	Hermanson, William	10001 - Checking Account		
				63005 - Vehicle Repair & Maintenance	01: (10) Small engine maintenance without oil change	-500.00
				63005 - Vehicle Repair & Maintenance	01: (7) Small engine maintenance with oil change	-420.00
				63005 - Vehicle Repair & Maintenance	02: Air dryer maintenance	-150.00
TOTAL						-1,070.00
Check	5864	10/08/2019	Koltes Lumber Company	10001 - Checking Account	Account #: 923221	
				61002 - Building - Repair & Maintenance	B539360: Misc hardware (nuts, bolts, washers, or nails)	-8.98
TOTAL						-8.98
Check	5865	10/08/2019	Kwik Trip, Inc	10001 - Checking Account	Account #12996	
				63001 - Vehicle Fuel	5662955: 4.656 gallons Gas	-14.66
				61001 - Building - General Supplies	5673826: ??	-19.09
TOTAL						-33.75
Check	5866	10/08/2019	Madison Gas & Electric	10001 - Checking Account	Acct #: 10289510	
				61022 - Utilities - Natural Gas	Budget Plan - Amount Due 10/15/2019	-183.00
TOTAL						-183.00
Check	5867	10/08/2019	Charter Communications	10001 - Checking Account	Acct #: 8245 11 775 0000929	
				61012 - Station - Internet	09/16/2019 - 10/15/2019	-74.99
				61013 - Station - Telephone	09/16/2019 - 10/15/2019	-31.27
				61011 - Station - Cable Television	09/16/2019 - 10/15/2019	-65.99
TOTAL						-172.25
Check	5868	10/08/2019	US Cellular	10001 - Checking Account	Acct #: 851380533	
				62001 - Cell Phones & I-Pads	0333044365: Phone service 09/26/19 - 10/25/19	-189.20
TOTAL						-189.20
Check	100149	10/05/2019	Annen, Robert W	10001 - Checking Account		
				66002 - Wages - Fire Chief	Pay Period: 09/01/19 - 09/30/19	-1,069.82

***LODI AREA FIRE DISTRICT
FIRE COMMISSION AGENDA***

1:42 PM
10/09/19

**Lodi Area Fire Department
Check Detail
September 12 through October 9, 2019**

Type	Num	Date	Name	Account	Memo	Paid Amount
TOTAL						-1,069.82

LODI AREA FIRE DISTRICT FIRE COMMISSION AGENDA

Lodi Area Fire Department Bank Accounts & Fund Balances Summary September 30, 2019

Bank Accounts					
	Begin Month	Plus Deposits	Less Withdrawals	End Month	Interest Rate
Associated Bank					
General Checking	196,092.84	34,451.44	(22,493.27)	208,051.01	-
Money Market	10,909.47	0.72	-	10,910.19	0.08%
Associated Bank - Volunteer Crew Funds					
Money Market	1,001.62	-	-	1,001.62	0.08%
Totals	208,003.93	34,452.16	(22,493.27)	219,962.82	

Fund Balances					
	2013 Actual	2014 Actual	2015 Actual	2016 Actual	Cumulative Totals
Equipment Funds - Received from					
City of Lodi	18,680.00	18,680.00	18,680.00	-	56,040.00
Town of Lodi	18,680.00	18,680.00	18,680.00	18,680.00	74,720.00
Town of West Point	9,340.00	9,340.00	9,340.00	9,340.00	37,360.00
Equipment Funds (Received) Total	46,700.00	46,700.00	46,700.00	28,020.00	168,120.00
Fund Created in 2013; City of Lodi Paid 2013-2015; Towns Paid 2013-2016; Fund Discontinued in 2017					

7. 2020 BUDGET

Brooks – just to gather info on where we are at. Lodi Passed and the Town of Lodi passed. The Town of West Point will be looking at it tomorrow night 10\10\2019

8. GATHERING INFORMATION ON ENGINE 10

Chief Annen – the report of cost for this year is on your sheet. I have maintenance logs but the bills are separate and I have to go through the financials and tally it up. I’m logging it now to see what the maintenance costs have been. By next month I will have final report for Engine 10.

I have formed a truck committee who will start the first of the year with a caveat of looking at the future of LAFD and what is in the best interest right now taking into account the feasibility study and what’s best. I don’t want to just replace engine 10. Renee, Engine 10 will expire in 4 years, Annen yes, but it can be moved to the second line truck and 12 can be moved to front line. We are doing that right now because 10 has so many issues.

9. DISCUSSION/ACTION ON NEW FIRE TRUCK

Annen - Take this off for the future and leave the information gathering of Engine 10

10. FIRE CHIEF REPORT

Brooks/Davies – I make a motion to have the fire chief provide his Fire Chief Report to the commission on a separate form for a 2 month trial period containing the data from the Fire Chief Report and items A through E separate from the agenda and re-asses to see if its working from there. M/C 6/0

LODI AREA FIRE DISTRICT FIRE COMMISSION AGENDA

11. FIRE CHIEF REPORTS:

A. Building update(s)

Chief, Due to unforeseen complications, Meade's will not be able to replace the pads until spring. We will be the first on the list.

B. Fire call report(s)

10/2019 LAFD Calls

City of Lodi – 5

#83 – 9/15/19 – Natural Gas Leak, Penny Ln. Engine 12, Engine 10, Squad 13, Brush 16, Tender 14, Tender 15 responded.

#84 – 9/16/19 – Fire Alarm Activation, Lodi Middle School. Engine 12 responded

#86 – 9/20/19 – Fire Alarm Activation, Lodi High School. Engine 12 responded

#87 – 9/21/19 – Smoke Alarm Activation, Summit St. Engine 12, Squad 13 responded

#89 – 9/28/19 – Natural Gas Leak, Seminary St. Engine 12, Brush 16 responded

Town of Lodi - 5

#82 – 9/14/19 – Arching Wires, Linda Circle. Engine 12, Squad 13 responded.

#85 – 9/17/19 – Motor Vehicle Accident, Hillestad Rd. Engine 12, Squad 13 responded.

#88 – 9/23/19 – Motor Vehicle Accident, Reynolds Rd. Engine 12, Squad 13 responded

#90 – 10/2/19 – LP Gas Leak, Highway JV. Engine 12 responded.

#92 – 10/7/19 – Motor Vehicle Accident, Highway J/Lovering Rd. Engine 12, Brush 16 responded.

Mutual Aid – 1

#91 – 10/7/19 – Motor Vehicle Accident, Dunroven Rd. (Dane). Squad 13 responded.

C. Other status report(s)

Chief Annen - We are on auto aid due to low staffing during the day. Arlington is covering harmony grove and Sauk is covering the Town of West point. This is only the second time in 5 years. We average 10 people on a day shift fire call.

Pancake Breakfast served 292 people, thank you to Merrimack Fire and the many people that donated. A list of donations will be sent to secretary to be listed. **As of 11/11/2019 – completion of minutes that list has not be received by secretary.**

D. Upcoming event(s)

Chief Annen - Fire prevention day is this Friday. We will be bringing 638 children through the children. We've been doing this for many years. Dane will be joining us as well. They will bring personal and a fire truck. We will be stuffing the bags after this meeting.

**LODI AREA FIRE DISTRICT
FIRE COMMISSION AGENDA**

Chief Annen - I will be providing fire safety talks to the 4K kids tomorrow at school, they will see fire trucks and see firefighters.

Chief Annen - The highest seller of chocolate candy will get a ride in the fire truck to school.

E. Other issues the Fire Chief wishes to bring to the attention of the Fire Commission **

None

F. Other questions from Commission members **

None

12. FUTURE AGENDA ITEMS

ELECTIONS, Treasurer, Secretary
FIRE COMMISSION PROTOCOL CHANGES

13. ADJOURN

Brooks/Nair - Motion to adjourn M/C 5-0

Agenda Prepared by:

Town of Lodi Supervisor I

Lodi Fire Commission Secretary

James P. Brooks

The Fire Commission welcomes public input on any agenda or non-agenda topic, but will not discuss or take action on any topic that is not on the agenda. The Fire Commission reserves the right to limit the duration of citizen statements and will not engage in debate with a citizen presenter. At the sole discretion of the Commission Chair, a citizen or a member of the Fire Department may be recognized for a brief statement during discussion on an agenda topic. Fire Department members who wish to speak on an agenda topic should speak with the Fire Chief in advance and must be called upon by the Fire Chief. The Fire Commission Chair may or may not decide to recognize a member of the Fire Department who has been called upon by the Fire Chief. To designate the item(s) on the agenda this paragraph speaks of is designated by the following mark *. If action is needed it will be placed on a future agenda for discussion and possible action.

No action by the Fire Commission can be taken on any issue or question brought up with the following designated mark ** on the agenda. If action is needed it will be placed on a future agenda for discussion and possible action.