

***LODI AREA FIRE DISTRICT  
FIRE COMMISSION MEETING MINUTES  
FEBRUARY 21, 2024***

**MEETING DATE, TIME & LOCATION:** The LAFD Fire Commission held its regular monthly meeting on Wednesday, February 21, 2024 at 5:00 p.m. at the Lodi Area Fire Department, located at 115 N. Main St. Lodi, WI 53555.

**MEETING MINUTES**

1. **CALL MEETING TO ORDER** Fire Commission president Nick Cable called the meeting to order at 5:00 PM.
2. **ROLL CALL** The roll was called and all Fire Commission members were present. Commission members present were Cable, Kurt, Strasser, Davies, Lendved and Kessler. Fire Chief Sievers was also present. A quorum of the Fire Commission was present.
3. **APPROVAL OF THE AGENDA / AGENDA REPAIR / CERTIFICATION OF POSTING** The agenda had been properly posted at the assigned locations. Moved by Lendved; Seconded to Kurt to approve the agenda as posted. Motion carried.
4. **APPROVAL OF PREVIOUS MEETING MINUTES: January 17, 2024.** Moved by Lendved; Seconded by Kurt to approve the minutes as distributed. Motion carried.
5. **CITIZEN INPUT ON NON-AGENDA TOPICS** There were no citizen appearances on any non-agenda topic.
6. **UPDATE ON NEW FIRE DEPARTMENT SITE NEGOTIATIONS**
  - a. Lodi Mayor Ann Groves Lloyd and Town of Lodi Chair Steve Neander were present for the update. The Mayor reported that the meeting with the property owner that had been scheduled for today (2/21/24) did not occur. A meeting will be planned within the next two weeks. The Mayor has contacted Senator Baldwin's office about federal funding for a new public safety building. A meeting with Senator Baldwin's staff is scheduled for February 29, 2024 at 1:00 PM.
  - b. Devin Flanigan of Keller, Inc. was present and made a presentation at the Fire Commission's invitation. He indicated that the next steps to get the project started should be: 1) a needs assessment for each of the agencies in a public safety building; 2) a preliminary architectural design based upon the needs assessment; and 3) a preliminary project budget based upon the preliminary design. He indicated that these steps would normally take 6 to 9 months and that community engagement would normally take 3 to 6 months after that. Keller, Inc. is a design/build professional firm with extensive municipal experience in Wisconsin and elsewhere. They would undertake the next preliminary steps for a fee of \$2500.
  - c. Following discussion, the Fire Commission concluded that the three member municipalities should be notified and given an opportunity weigh in on proceeding to the next step. Fire Commission secretary Kessler was instructed to correspond asking the two Town Boards and the City Council to pass a motion prior to March 20, 2024 (the date of the next Fire Commission meeting) as follows: Suggested motion: "Move that the (City, Town) approve moving forward with a preliminary Public Safety Facility planning process using \$2500 in funding from the Lodi Area Fire District budget." (Note: That correspondence was transmitted to the mayor, town chairs and clerks via email on behalf of the Fire Commission on February 22, 2024 with copies to Fire Commission members.)

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7. **INTER-GOVERNMENTAL AGREEMENT – UPDATE** Kevin Kessler reported that as previously stated, the Town of West Point had volunteered to have it's Town Attorney prepare the next IGA draft to incorporate the Fire Commission comments and any necessary revisions for legal sufficiency. Kessler reported that progress has been good and that the next steps will be for the Town Attorney to transmit his revisions to the West Point town chair who, following his review, will transmit the proposal to the three municipalities.
8. **FIRE CHIEF REPORT** Fire Chief Sievers presented his monthly report which had been distributed and is hereby incorporated into the minutes. He reported that it has been found that there is presently only one layer of roofing material on the roof (which should help hold down repair costs). It is estimated that roof repairs costs will likely be in the range of \$30K - \$40K. Authorization to proceed with repairs should be an agenda items for the next Fire Commission meeting.
9. **INITIAL RESPONSE VEHICLE / BRUSH TRUCK UPDATE** Chief Sievers reported that all three municipalities have now approved the contract so that the contract can be signed and transmitted. This update item may be subsequently included in the Fire Chief Report rather than as a separate item.
10. **TREASURER:**
  - a. **Approval for payment of bills** Moved by Kessler; Seconded by Davies that payment of the bills as presented by approved. Motion carried.
  - b. **Financial reports** The monthly financial reports had been distributed electronically. There was no discussion of the need for investment of reserves and a plan for use of reserves as discussed at the January, 2024 Fire Commission meeting.
11. **OTHER QUESTIONS FROM COMMISSION MEMBERS** No additional questions from Commission members were presented.
12. **FUTURE AGENDA ITEMS** Potential future agenda items which were identified were: Roof status and approval of expenditures for that purpose; Potential allocation of \$2500 for a consultant for future planning of a public safety building; IGA status.
13. **ADJOURN** Moved by Lendved; Seconded by Davies to adjourn. The motion carried. The meeting adjourned at 7:02 PM.