

## Baraboo Area Fire and EMS District Commission Meeting

### MINUTES

Wednesday, September 27, 2023, 6:30 pm  
135 4<sup>th</sup> Street, Baraboo, WI

**Commissioners Present:** Joel Petty, Scott Sloan, Heather Kierzek, Mike Arndt, Randy Puttkamer, Terry Turnquist, Tim Stone

**Commissioners Excused:** Dan Zurawski, Dave Kitkowski

**Others Present:** Caleb Johnson, Kevin Stieve, Megan Marshall

**Call Meeting to Order** – Meeting was called to order by Joel Petty at 6:30pm.

**Note compliance with the Open Meeting Law** – Compliance with Open Meeting Law was met.

**Roll Call** – Roll Call was taken.

**Adoption of Agenda** – Motion by Randy Puttkamer, seconded by Scott Sloan to approve. Voice vote, motion carried unanimously.

**Approval of August 23, 2023 Minutes** – Motion by Scott Sloan, seconded by Randy Puttkamer to approve. Voice vote, motion carried unanimously.

**Public Comments** – None noted.

### Reports

- President – None.
- Legal – None.
- Treasurer – None. Financials are in the packet.
- EMS Chief – Chief Johnson gave the EMS Report.
- Fire Chief – Chief Stieve gave the Fire Report.

### New Business

Discussion and possible action regarding the following items:

1. Approve check details and online payments for August 2023, in the amount of \$321,307.78. Motion by Scott Sloan, seconded by Tim Stone to approve. Voice vote, motion carried unanimously.
2. Write off patient accounts in the amount of \$62,596.07, per AMB recommendation. (Caleb). Motion by Scott Sloan, seconded by Tim Stone to approve. Voice vote, motion carried unanimously.
3. Resolution No. 2023-20 Approving 2023-2024 Ambulance Billing Rates/Fee Schedule, effective October 1<sup>st</sup>, 2023. (Caleb) Motion by Tim Stone, seconded by Heather Kierzek to approve. Voice vote, motion carried unanimously.
4. Resolution No. 2023-21 Adopting the 2024 Fire and EMS Operating and Capital Budgets. (Caleb)

Approved: October 25, 2023

& Kevin) **Motion by Tim Stone, seconded by Heather Kierzek to approve. Roll Call vote, all ayes, motion carried unanimously.**

5. Resolution No. 2023-22 Authorizing 3-year Engagement with Baker Tilly US, LLP to Perform Annual Auditing Services on the District's Financial Statements. (Caleb) **Table until next meeting.**
6. Resolution No. 2023-23 Authorizing the Business Associate Agreement between Baraboo Area Fire and EMS District and Baker Tilly US, LLP. (Caleb) **Table until next meeting.**

**Commissioner Comments & Future Agenda Items**

- Wednesday, October 25, 2023, at 6:30pm
- Wednesday, December 13, 2023, at 6:30pm

**Adjournment** – Motion by Tim Stone, seconded by Heather Kierzek to adjourn at 7:36pm. Voice vote, motion carried unanimously.

***Respectfully Submitted, Megan Marshall, Administrative Assistant - BAFED***