

**Baraboo Area Fire and EMS District Commission Meeting
MINUTES**

**Wednesday, October 25, 2023, 6:30 pm
135 4th Street, Baraboo, WI 53913**

Commissioners Present: Joel Petty, Tim Stone, Scott Sloan, Heather Kierzek, Mike Arndt, Randy Puttkamer, Dave Kitkowski

Commissioners Excused: Terry Turnquist

Others Present: Caleb Johnson, Kevin Stieve, Josh Hecht, 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 Tim Stone to approve. Voice vote, motion carried unanimously.

Approval of September 13, 2023 and September 27, 2023, Minutes – Motion by Scott Sloan, seconded by Tim Stone to approve. Voice vote, motion carried unanimously.

Public Comments – None noted.

Reports

- President – The BAFED resolution passed at the City of Baraboo council meeting last night.
- 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 September 2023, in the amount of \$297,112.70. – **Motion by Scott Sloan, seconded by Mike Arndt to approve. Voice vote, motion carried unanimously.**
2. 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) - **Motion by Tim Stone, seconded by Randy Puttkamer to approve. Voice vote, motion carried unanimously.**
3. Resolution No. 2023-23 Renewing Line of Credit with Community First Bank (Caleb) – **Motion by Scott Sloan, seconded by Randy Puttkamer to approve. Voice vote, motion carried unanimously.**
4. Cadet Firefighter Position Description (Kevin) - **Motion by Scott Sloan, seconded by Randy**

Puttkamer to approve. Voice vote, motion carried unanimously.

Commissioner Comments & Future Agenda Items

- Next Meeting: Wednesday, December 13th, 2023, at 6:30pm

Adjournment – Motion by Scott Sloan, seconded by Mike Arndt to adjourn. Voice vote, motion carried unanimously.

Respectfully Submitted, Megan Marshall, Executive Assistant, Baraboo Fire and EMS District