

**MINUTES**  
**Baraboo Area Fire and EMS District Commission Meeting**  
**Baraboo Fire & EMS Station 135 4<sup>th</sup> Street, Baraboo, WI**  
**Wednesday, August 28, 2024 at 6:30pm**

**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 verified.

**Roll Call** – Roll Call was taken.

**Commissioners Present:** Joel Petty, Scott Sloan, Tim Stone, Heather Kierzek, Dan Zurawski, Randy Puttkamer, Terry Turnquist and Dave Kitkowski

**Commissioners Absent:** Mike Arndt

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

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

**Approval of August 14, 2024, Minutes** – Motion by Sloan, seconded by Stone to approve. Voice vote, motion carried unanimously.

**Public Comments** – None noted.

### **Reports**

- Legal Counsel Report – None.
- President’s Report – None.
- Financial Report – In packet.
- Asst. Chief of Operations Report – Josh Hecht gave report.
- Asst. Chief of Training – Report is in the packet.
- EMS Chief’s Report – Caleb Johnson gave report.
- Fire Chief’s Report – Kevin Stieve gave report.

### **Presentations**

- Baker Tilly US, LLP – 2023 Audited Financial Statements – Leah Gaffney gave the presentation by Baker Tilly.

### **New Business**

Discussion and possible action regarding the following items:

1. Approve check details and online payments for July 1<sup>st</sup> – July 31st, 2024, in the amount of \$218,272.80. – Motion by Stone, seconded by Turnquist to approve. Voice vote, motion carried unanimously.
2. Approve write off of patient accounts in the amount of \$237,359.55, per EMS MC/AMB recommendation. – Motion by Zurawski, seconded by Turnquist to approve. Voice vote, motion carried unanimously.
3. Resolution No. 2024-11 – SSM/BAFED Supplier Agreement (Johnson) – Motion by Stone, seconded by Zurawski to approve. Voice vote, motion carried unanimously.
4. Resolution No. 2024-12 – Part-time wage rates & holiday pay. – Motion by Stone, seconded by Turnquist to approve. Voice vote, motion carried unanimously.
5. Resolution No. 2024-13 – Authorization to submit 2025 Proposed Budget to Member Municipalities. – Motion by Stone, seconded by Zurawski to approve. Voice vote, motion carried unanimously.

### **Commissioner Comments & Future Agenda Items**

- Next Meeting Date: September 25, 2024

**Adjournment** - Motion by Zurawski, seconded by Turnquist to adjourn. Voice vote, motion carried unanimously.

Approved: September 25, 2024