

**MINUTES**  
**Baraboo Area Fire and EMS District Commission Meeting**  
**Baraboo Fire & EMS Station 135 4<sup>th</sup> Street, Baraboo, WI**  
**Wednesday, July 30, 2025, at 6:30pm**

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

**Commissioners Excused:** Heather Kierzek

**Others Present:** Caleb Johnson, Mark Willer, 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 verified.

**Roll Call** – Roll call was taken.

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

**Approval of Minutes of June 25, 2025** – Motion by Scott Sloan, seconded by Tim Stone to approve. Voice vote, motion carried unanimously.

**Public Comments** – None Noted.

**Reports**

- Legal Counsel Report – None.
- President's Report – President Petty updated commission on new Fire/EMS buildings.
- Financial Report – Financials in packet.
- Asst. Chief of Operations Report – Assistant Chief Willer gave report for Assistant Chief Hecht.
- Asst. Chief of Training Report – Assistant Chief Willer gave report.
- EMS Chief's Report – Chief Johnson gave report.

**New Business**

Discussion and possible action regarding the following items:

1. Approve check details and online payments for June 2025 in the amount of \$591,855.61. - Motion by Scott Sloan, seconded by Mike Arndt to approve. Voice vote, motion carried unanimously.
2. Resolution No. 2025-18 Approving Fire/EMS Chief Position Description - Motion by Tim Stone, seconded by Terry Turnquist to approve. Voice vote, motion carried unanimously.
3. Resolution No. 2025-19 Designating Public Depositories and Authorizing Withdrawal of District Monies - Motion by Mike Arndt, seconded by Tim Stone to approve. Voice vote, motion carried unanimously.
4. Resolution No. 2025-20 Authorizing the Issuance of Credit Cards - Motion by Mike Arndt, seconded by Randy Puttkamer to approve. Voice vote, motion carried unanimously.
5. Preliminary Draft 2026 Fire & EMS Operating & Capital Budgets – Information presented by Chief Johnson. No action taken.

**Commissioner Comments & Future Agenda Items**

- Next Meeting Date(s): August 19, 2025 at 6:00pm & August 27, 2025 at 6:30pm

**Adjournment** – Motion by Tim Stone, seconded by Terry Turnquist to adjourn. Voice vote, motion carried unanimously.

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

Approved: August 27, 2025