

**AGENDA**  
**Baraboo Area Fire and EMS District Commission Meeting**  
**Baraboo Fire & EMS Station 135 4<sup>th</sup> Street, Baraboo, WI**  
**Wednesday, December 17, 2025, at 6:30pm**

**- Notice to -**

Commissioners: Joel Petty, Scott Sloan, Tim Stone, Heather Kierzek, Tim Stieve, Randy Puttkamer, Terry Turnquist, Mike Arndt, and Dave Kitkowski.

Others: Caleb Johnson, Josh Hecht, Mark Willer, William Cole, Dr. Aurora Lybeck, Mayor Nelson

- Call Meeting to Order
- Note compliance with the Open Meeting Law
- Roll Call
- Adoption of Agenda
- Approval of Minutes of October 22, 2025
- Public Comments – Public invited to Speak (Any citizen has the right to speak on any item of business that is on the agenda if recognized by the presiding officer)

**Reports**

- Legal Counsel Report
- President's Report
- Financial Report
- Asst. Chief of Operations Report
- Asst. Chief of Training Report
- Fire/EMS Chief's Report

**New Business**

Discussion and possible action regarding the following items:

1. Approve check details and online payments for October through November 2025 in the amount of \$534,552.07.
2. Approve write off of patient accounts for March through October 2025 in the amount of \$575,949.39, per EMSMC recommendation.
3. Resolution No. 2025-25 Adopting the Capital Asset Useful Life Policy.
4. Resolution No. 2025-26 Approving the Five (5) Year Audit Engagement Letter with Baker Tilly US, LLP for 2026-2030.
5. Resolution No. 2025-27 Authorize Establishing a Collateral Bank Account through Bancorp Bank for facilitating Flexible Spending Account Debit Card Reimbursements.
6. Resolution No. 2025-28 Approving the Product Sale Agreement with Airgas
7. Resolution No. 2025-29 Approving a Five (5) Year Licensing Agreement with Time Clock Plus, LLC (“TCP”) for Aladtec Scheduling Services.
8. Resolution No. 2025-30 Authorize Entering into an EMS Medical Director Services Agreement with SSM Health Care of Wisconsin, Inc.

**Commissioner Comments & Future Agenda Items**

- Next Meeting Date: January 28, 2026 at 6:30pm
- IGA Review & Lease Agreement

**Adjournment**

Any person who has a qualifying disability as defined by the Americans with Disabilities Act who requires the meeting or materials at the meeting to be in an accessible location or format, should contact the business office of the Baraboo Area Fire and EMS District at 135 4th Street or phone 356-3455 during regular business hours at least 48 hours before the meeting so reasonable arrangements can be made to accommodate each request. It is possible that members of, and possibly a quorum of members of, other governmental bodies of municipal members of the District, who are not members of the commission, may attend the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, other than the commission identified in the caption of this notice.