

MINUTES
Baraboo Area Fire and EMS District Commission Meeting
Baraboo Fire & EMS Station 135 4th Street, Baraboo, WI
Wednesday, February 25, 2026, at 6:30pm

Commissioners Present: Joel Petty, Scott Sloan, Eugene Larsen, Tim Stieve, Heather Kierzek, Randy Puttkamer, Terry Turnquist and Mike Arndt

Commissioners Excused: Dave Kitkowski

Others Present: Caleb Johnson, 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 Scott Sloan, seconded by Tim Stieve to approve. Voice vote, motion carried unanimously.

Approval of Minutes for the January 28, 2026 Meetings - Motion by Eugene Larsen, seconded by Mike Arndt to approve. Voice vote, motion carried unanimously.

Public Comments – None.

Reports

- Legal Counsel Report – None.
- President’s Report – None.
- Financial Report – In packet.
- Asst. Chief of Operations Report – Chief Johnson presented report.
- Asst. Chief of Training Report – Chief Johnson presented report.
- Fire/EMS Chief’s Report – Chief Johnson presented report.

Old Business

Discussion and possible action regarding the following items:

1. Proposed Lease Agreement with the City of Baraboo for 135 4th Street & 120 5th Street. Discussion only, no action taken.
2. Draft amendments to the Intergovernmental Agreement & BYLAWS. Discussion only, no action taken.

New Business

Discussion and possible action regarding the following items:

1. Complete and Sign Conflict of Interest Disclosures for 2026. No action other than members sign forms.
2. Approve check details and online payments for January 2026 in the amount of \$227,798. Motion by Scott Sloan, seconded by Tim Stieve to approve. Voice vote, motion carried unanimously.
3. Approve write off of patient accounts for December 2025 in the amount of \$68,835.75 and January 2026 in the amount of \$150,373.25, per EMSMC recommendation. Motion by Mike Arndt, seconded by Randy Puttkamer to approve December 2025 write offs but not January 2026 until Chief Johnson gets clarification. Voice vote, motion carried unanimously.
4. Resolution No. 2026-02 Approving a 3-year Agreement with BRYCER ADVISORY GROUP, L.P. for “The Compliance Engine” Software Solution. Motion by Tim Stieve, seconded by Scott Sloan to approve. Voice vote, motion carried unanimously.

Commissioner Comments & Future Agenda Items

- Next Meeting Date: March 25, 2026, at 6:30pm

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

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

Approved: March 25, 2026