

MINUTES
Baraboo Area Fire and EMS District Commission Meeting
Baraboo Fire & EMS Station 135 4th Street, Baraboo, WI
Wednesday, January 28, 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, 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 Tim Stieve, seconded by Scott Sloan to approve. Voice vote, motion carried unanimously.

Approval of Minutes for the December 17, 2025 Meetings - Motion by Scott Sloan, seconded by Tim Stieve to approve. Voice vote, motion carried unanimously.

Public Comments – None.

Reports

- Legal Counsel Report – None.
- President’s Report – See informational letter in packet.
- Financial Report – In packet.
- Asst. Chief of Operations Report - Assistant Chief Hecht gave report.
- Asst. Chief of Training Report – Assistant Chief Hecht gave synopsis on training report provided by Assistant Chief Willer.
- Fire/EMS Chief’s Report – Chief Johnson gave report.

Elections

1. Secretary/Treasurer – Motion by Tim Stieve, seconded by Scott Sloan to nominate Gene Larsen for Secretary/Treasurer. Gene Larsen respectfully declines. Motion by Tim Stieve to nominate Heather Kierzek, seconded by Scott Sloan. Motion by Tim Stieve, seconded by Mike Arndt to close nominations. Voice vote, motion carried unanimously.

New Business

Discussion and possible action regarding the following items:

1. Approve check details and online payments for December 2025 in the amount of \$259,033.87. Motion by Scott Sloan, seconded by Tim Stieve to approve. Voice vote, motion carried unanimously.
2. Approve write off of patient accounts for November 2025 in the amount of \$55,049.69, per EMSMC recommendation. Motion by Scott Sloan, seconded by Gene Larsen to approve. Voice vote, motion carried unanimously.
3. Resolution No. 2026-01 Adopting the Capital Asset Useful Life Policy (Tabled from December 17, 2025, meeting as Resolution No. 2025-25). Motion by Tim Stieve, seconded by Gene Larsen to approve. Voice vote, motion carried unanimously.
4. Proposed Lease Agreement with the City of Baraboo for 135 4th Street & 120 5th Street. Motion by Mike Arndt, seconded by Gene Larsen to take back to municipalities for review, address at February 25, 2026 meeting to address. Voice vote, motion carried unanimously.
5. Review Draft amendments to the Intergovernmental Agreement & BYLAWS and discuss any additional

proposed amendments. Chief Johnson will do another redline of changes for the IGA & BYLAWS document as well, consult legal and bring back February 25, 2026.

Commissioner Comments & Future Agenda Items

- Next Meeting Date: February 25, 2026, at 6:30pm
- Fill out Conflict of Interest forms

Adjournment - Motion by Randy Puttkamer, seconded by Gene Larsen to adjourn. Voice vote, motion carried unanimously.

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