

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

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

Others Present: Caleb Johnson, Josh Hecht, Megan Marshall, Attorney Cole

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 February 25, 2026 Meetings - Motion by Scott Sloan, seconded by Heather Kierzek 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 – Assistant Chief Hecht gave report.
- Asst. Chief of Training Report – In packet.
- Fire/EMS Chief's Report – Chief Johnson gave 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. Attorney Cole was given direction from commission to work with City of Baraboo's attorney to bring forth commission's wishes and also in consultation with Chief Johnson.
2. Draft amendments to the Intergovernmental Agreement & BYLAWS. Attorney Cole was given direction from commission to work with City of Baraboo's attorney to bring forth commission's wishes and also in consultation with Chief Johnson.
3. Approve write off of patient accounts for January 2026 in the amount of \$150,373.25, per EMSMC recommendation. Motion by Scott Sloan, seconded by Heather Kierzek to approve. Voice vote, motion carried unanimously.

New Business

Discussion and possible action regarding the following items:

1. Approve check details and online payments for February 2026 in the amount of \$198,487.58. Motion by Scott Sloan, seconded by Tim Stieve to approve. Voice vote, motion carried unanimously.
2. Approve write off of patient accounts for February 2026 in the amount of \$72,447.52, per EMSMC recommendation. Motion by Scott Sloan, seconded by Tim Stieve to approve. Voice vote, motion carried unanimously.
3. Resolution No. 2026-03 Memorandum of Understanding with Sauk County Office of Emergency Management for Use of Mobile Command Post. Motion by Tim Stieve, seconded by Eugene Larsen to approve. Voice vote, motion carried unanimously.
4. Resolution No. 2026-04 Disclosure and Financial Planning Assistance Engagement with Ehlers & Associates. Motion by Tim Stieve, seconded by Eugene Larsen to approve. Voice vote, motion carried

unanimously.

5. Resolution No. 2026-05 Approving the 4th Quarter 2025 Budget Amendments. Motion by Scott Sloan, seconded by Heather Kierzek to approve. Voice vote, motion carried unanimously.
6. Resolution No. 2026-06 Designating 2025 Fund Balances. Motion by Scott Sloan, seconded by Tim Stieve to approve. Voice vote, motion carried unanimously.

Commissioner Comments & Future Agenda Items

- Next Meeting Date: April 22, 2026, at 6:30pm

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

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