

MINUTES
Baraboo Area Fire and EMS District Commission Meeting
Baraboo Fire & EMS Station 135 4th Street, Baraboo, WI
Wednesday, May 27, 2026, at 6:30pm

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

Commissioners Excused: Dave Kitkowski

Others Present: Caleb Johnson, Josh Hecht, Megan Marshall, Julie Ostrander

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 Joel Petty to approve. Voice vote, 7-ayes, 1-nay: Mike Arndt. Motion carried.

Approval of Minutes for the March 25, 2026 Meetings - Motion by Tim Stieve, seconded by Eugene Larsen to approve. Voice vote, 7-ayes, 1-abstain: Brett Topham. Motion carried.

Public Comments – None.

Reports

- Legal Counsel Report – None.
- President's Report – President Petty noticed Mayor Nelson he does not wish to continue his appointment after this meeting. Procedure for calling special meetings was discussed. Commissioner Topham noted he did not feel that the bylaws were being followed for calling special meetings.
- Financial Report – Finance Director City of Baraboo, Julie Ostrander gave report.
- Asst. Chief of Operations Report – Assistant Chief Hecht gave report.
- Asst. Chief of Training Report – Assistant Chief Hecht gave report for Assistant Chief Willer.
- Fire/EMS Chief's Report – Chief Johnson gave report.

Following the report, Brett Topham moved and Terry Turnquist seconded a request for a special meeting within the next two weeks to include legal counsel's presence and a closed session. Roll call vote: Joel Petty—No; Eugene Larsen—Yes; Brett Topham—Yes; Tim Stieve—Yes; Randy Puttkamer—Yes; Terry Turnquist—Yes; Mike Arndt—Yes; Heather Kierzek—No. Motion carried, 6–2.

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. Information Only.
2. Draft amendments to the Intergovernmental Agreement & BYLAWS. Information Only.

New Business

Discussion and possible action regarding the following items:

1. Approve check details and online payments for March & April 2026 in the amount of \$476,618.73. Motion by Brett Topham, seconded by Eugene Larsen to approve. Voice vote, motion carried unanimously.
2. Approve write off of patient accounts for March 2026 in the amount of \$42,796.50 and for April 2026 in the amount of \$567.51, per EMSMC recommendation. Motion by Eugene Larsen, seconded by Joel Petty to approve. Voice vote, ayes-7, nays-1: Mike Arndt. Motion carried.
3. Resolution No. 2026-07 Approving the 2026-2027 EMS Billing Rates/Fee Schedule. No action taken.
4. Identification of reductions totaling \$150,000 in the 2026 Budget. (Commissioner Arndt) No action taken.
5. Formation of an Ad-Hoc Committee for the purpose of planning for a new Fire & EMS station.

Approved: June 27, 2026

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(Commissioner Arndt) – Commissioner Arndt will forward proposal to Chief Johnson to include in future meeting packet.

Commissioner Comments & Future Agenda Items

- Next Meeting Date: June 24, 2026, at 6:30pm
- Special Meeting: TBD

Adjournment – Motion by Eugene Larsen, seconded by Tim Stieve to adjourn. Voice vote, motion carried unanimously.

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