

MINUTES
Baraboo Area Fire and EMS District Commission Meeting
Baraboo Fire & EMS Station 135 4th Street, Baraboo, WI
Wednesday, June 24, 2026, at 6:30pm

Commissioners Present: Heather Kierzek, Steve Hause, Eugene Larsen, Greg Wise, Brett Topham, Randy Puttkamer, Terry Turnquist, Mike Arndt

Commissioners Excused: Dave Kitkowski

Others Present: Joel Petty, 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 Turnquist, seconded by Puttkamer to approve. Voice vote, motion carried unanimously.

Approval of Minutes of May 27, 2026 & June 10, 2026 – Motion by Brett Topham, seconded by Heather Kierzek to approve. Voice vote, all ayes except for Mike Arndt – Nay.

Election of Officers

- President – Eugene Larsen nominated Heather Kierzek, Brett Topham made a motion to close nominations, nominations closed. Voice vote, all ayes.
- Vice-President – Mike Arndt nominated Terry Turnquist, Randy Puttkamer made a motion to close nominations, nominations closed. Voice vote, all ayes.
- Secretary / Treasurer – Mike Arndt nominated Brett Topham, Terry Turnquist made a motion to close nominations, nominations closed. Voice vote, all ayes.

Presentation(s)

- EHLERS – 2027 Revenue Increase Analysis

Reports

- Legal Counsel Report – None.
- President's Report – None.
- Financial Report – 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.

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.
2. Draft amendments to the Intergovernmental Agreement & BYLAWS.
3. Resolution No. 2026-07 Approving the 2026-2027 EMS Billing Rates/Fee Schedule. Motion by Eugene Larsen, seconded by Brett Topham to approve. Voice vote, motion carried unanimously.
4. Formation of an Ad-Hoc Committee for the purpose of planning for a new Fire & EMS station. (Commissioner Arndt) – Table until next regular meeting.

New Business

Discussion and possible action regarding the following items:

1. Approve check details and online payments for May 2026 in the amount of \$215,003.43. Motion by

Heather Kierzek, seconded by Eugene Larsen to approve. Voice vote, all ayes except Brett Topham/Mike Arndt. Motion carried.

2. Approve write off of patient accounts for May 2026 in the amount of \$50,205.09, per EMSMC recommendation. Motion by Eugene Larsen, seconded by Brett Topham, voice vote, motion carried unanimously.
3. Resolution No. 2026-08 Authorizing an increase in the Revolving Line of Credit. No action taken.
4. Resolution No. 2026-09 Approving a Product Testing Agreement with Johnson Health Tech – Research and Development. Motion by Eugene Larsen, seconded by Randy Puttkamer, voice vote, motion carried unanimously.
5. Resolution No. 2026-10 Authorizing the Establishment of a District Therapy Canine Program. Motion by Eugene Larsen, seconded by Heather Kierzek, voice vote, all ayes except Mike Arndt/Brett Topham, Motion carried.
6. 2027 Revenue Increase Motion by Terry Turnquist, seconded by Brett Topham to schedule special meeting to discuss 2027 revenue increase for July 8, 2026 at 6pm. Voice vote, motion carried unanimously.
7. Schedule Performance Evaluation of the Fire/EMS Chief – Heather will collect evaluations. August meeting will have a closed session for review of chief.

Commissioner Comments & Future Agenda Items

- Special meeting Date: July 8, 2026, at 6:00pm
- Next Meeting Date: July 29, 2026, at 6:30pm

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

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