

Eagle Municipal Building Meeting
Unapproved

Call to order

Meeting called to order by Chairman A. Rasmussen at 7:00 pm on February 9, 2016

Pledge of Allegiance

Pledge of Allegiance led by Chairman A. Rasmussen

Roll call

J. Mann (present), A. Rasmussen (present), B. Kwiatkowski (present), R. Spurrell (present), J. Steinbach (absent)

Public comment

No Public comment

Approval of January 12, 2016 meeting minutes

Motion by B. Kwiatkowski to approve January 12, 2016 minutes, seconded by R. Spurrell. Motion carries unanimously (4-0)

Approval of February's Treasurer's report/accounts payable

Motion by B. Kwiatkowski to approve February's Treasurer's report/accounts payable, seconded by J. Mann. Motion carries unanimously (4-0)

Discussion/Action regarding banking at Citizens Bank versus Chase Bank

R. Spurrell requested the Municipal accounts held at Chase Bank be transferred to Citizen's Bank. Discussion followed citing better rates at Citizens and setting them up under the Town's Tax ID number. Motion by B. Kwiatkowski to move the Municipal accounts to Citizen's bank, seconded by J. Mann. Motion carries unanimously (4-0)

Adjournment

Motion to adjourn by B. Kwiatkowski, seconded by R. Spurrell. Motion carries unanimously (4-0). Meeting adjourned at 7:11 pm by Chairman A. Rasmussen.

Fire Station Building Meeting
Unapproved

Call to order

Meeting called to order by Chairman A. Rasmussen at 7:11 pm on February 9, 2016

Roll call

Remains the same

Public comment

No public comment

Approval of January 12, 2016 meeting minutes

Motion by J. Mann to approve January 12, 2016 minutes, seconded by B. Kwiatkowski. Motion carries unanimously (4-0)

Approval of February's Treasurer's report/accounts payable

Motion by B. Kwiatkowski to approve February's Treasurer's report/accounts payable, seconded by J. Mann. Motion carries unanimously (4-0)

Adjournment

Motion to adjourn by B. Kwiatkowski, seconded by R. Spurrell. Motion carries unanimously (4-0). Meeting adjourned at 7:14 pm by Chairman A. Rasmussen.

Fire Department Operations Meeting

Unapproved

Call to order

Meeting called to order by Chairman R. Spurrell at 7:14 pm on February 9, 2016

Roll call

Remains the same. Also present Acting Chief B. Hein, Captain S. Kugel, Deputy Chief (Fire) A. Shird and Deputy Chief (EMS) S. Wilton.

Public comment

No public comment

Approval of January 12, 2016 and January 13, 2016 meeting minutes

Motion by A. Rasmussen to approve January 12 and January 13, 2016 minutes, seconded by B. Kwiatkowski. Motion carries (3-0-1) with J. Mann abstaining.

Approval of February's Treasurer's report/accounts payable

General discussion regarding clarification of entries in the accounts payable report as well as line item title changes/additions to read "Technology upgrades hardware", "Technology upgrades software" in the 2017 budget. Request to move QuickBooks upgrade expense from Non-budgeted category to Technology Upgrade category. Motion by B. Kwiatkowski to approve February's Treasurer's report/accounts payable, seconded by A. Rasmussen. Motion carries unanimously (4-0)

Secretary's report

a. Discussion/Action to approve QuickBooks training for Commission Secretary

Secretary is requesting approval for on-site QuickBooks training from a Certified QuickBooks Pro Advisor. A packet with written proposals was furnished to the Commission for review.

Motion by A. Rasmussen to approve QuickBooks training through Baker Tilly at \$100 an hour up to ten hours, seconded by J. Mann. Motion carries unanimously (4-0)

Discussion/Action to reestablish Ambo CD using Major Equipment CD

Motion by A. Rasmussen to table until the March 8, 2016 Fire Commission meeting, seconded by B. Kwiatkowski. Motion carries unanimously (4-0)

Discussion/Action regarding payment to Spartan for the new grass truck

B. Hein announced the new grass truck should be delivered tomorrow. The Membership Association is asking the Commission to pay the entire bill for the truck and the Membership will reimburse the Commission the amount that is above what is left from the insurance payment. Motion by R. Spurrell to table until next month, seconded by B. Kwiatkowski. Motion carries unanimously (4-0)

Discussion/Action regarding updating Eagle Fire Department HR Policy

R. Spurrell requested the Commission's input on a couple sections in the HR Policy. Discussion defining breaks and paid 30 minute lunch breaks to be included in the HR Policy. Questions regarding uniform allowance were directed to the Officers to put together their thoughts on a time frame for replacing the required Class C uniforms for members. Clarification from the Officers is needed regarding the tuition reimbursement policy to be included in the HR Policy. S. Kugel handed out a sheet outlining the State of WI legal holidays to take into consideration.

In summary R. Spurrell stated he is working on adding the grievance policy, internet and social media usage and is requesting from the Officers, the verbiage on the uniform allowance, tuition and pay days. No action taken.

Discussion/Action regarding updated Day Room Policy/POC overnight stays

B. Hein is requesting the Day Room Policy be reinstated. Discussion followed. Motion by A. Rasmussen to approve the Day Room Policy with striking “unless two officers give consent otherwise”, seconded by J. Mann. Motion carries (3-1) with B. Kwiatkowski against.

Discussion/Action to accept attorney’s recommendation to form a Fire District

Discussion regarding the options of creating a Fire Board and a Fire Commission or assigning additional duties to the Commission via special referendum vote by the electorates in the Town and Village. B. Kwiatkowski handed out a copy of Attorney Macy’s recommendations. Motion by R. Spurrell to accept the attorney’s recommendation and have him draft an amendment to create a joint Fire Board, seconded by A. Rasmussen. Motion carries unanimously (4-0)

Discussion/Action regarding the hiring of Tatiana Chersini, Ashley Falk and Carmen Ballman as POC

Motion by A. Rasmussen to approve the hiring of Tatiana, Ashley and Carmen, seconded by J. Mann. Discussion followed regarding class enrollment timelines and tuition reimbursement requirements. It was asked of the fire department to clarify the rules surrounding such and include it in their policy. R. Spurrell called for the vote. Motion carries unanimously (4-0)

Officer’s report: Fire Chief

- a. Summary report of Medical, Fire and EMS/Fire Calls**
Report handed out by Acting Chief B. Hein.
- b. Detail report of Medical, Fire and EMS/Fire Calls**
Report handed out by Acting Chief B. Hein.
- c. Paid on call hours worked summary**
Report handed out by Acting Chief B. Hein.

Adjournment

Motion by B. Kwiatkowski to adjourn, seconded by A. Rasmussen. Motion carries unanimously (4-0) Meeting adjourned by Chairman R. Spurrell at 8:42 pm.