

Eagle Municipal Building Meeting

Approved

Call to order

Meeting called to order by Chairman A. Rasmussen at 7:00 pm on March 8, 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 February 9, 2016 meeting minutes

Motion by J. Mann to approve February 9, 2016 minutes, seconded by B. Kwiatkowski. Motion carries unanimously (4-0)

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

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

Consideration/Action to order chairs with arms

R. Spurrell stated that it's been requested that chairs with arms be purchased for seniors and people with disabilities for ease of getting in/out of the chairs. Motion by B. Kwiatkowski to make a recommendation to the Town and Village boards to purchase 10 chairs with arms, seconded by R. Spurrell. Motion carries unanimously (4-0)

Adjournment

Motion to adjourn by R. Spurrell, seconded by J. Mann. Motion carries unanimously (4-0). Meeting adjourned at 7:05 pm by Chairman A. Rasmussen.

Fire Station Building Meeting

Approved

Call to order

Meeting called to order by Chairman A. Rasmussen at 7:05 pm on March 8, 2016

Roll call

Remains the same

Public comment

No public comment

Approval of February 9, 2016 meeting minutes

Motion by R. Spurrell to approve February 9, 2016 minutes, seconded by J. Mann. Motion carries (4-0)

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

Motion by B. Kwiatkowski to approve March'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 7:07 pm by Chairman A. Rasmussen.

Fire Department Operations Meeting

Approved

Call to order

Meeting called to order by Chairman R. Spurrell at 7:07 pm on March 8, 2016

Roll call

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

R. Spurrell made the announcement for possible closed session per WI State Statute 19.85 (1)(f) for consideration of investigation of charges which if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person involved in such investigation, specifically regarding the underage drinking incident.

Public comment

No public comment

Approval of February 9, February 17 and February 23, 2016 meeting minutes

Motion by J. Mann to approve February 9, February 17 and February 23, 2016 minutes, seconded by A. Rasmussen. Motion carries (4-0)

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

B. Hein stated there are a few issues with the new truck and is advising the payment for the truck not to be issued until all issues with the truck are resolved.

Motion by B. Kwiatkowski to approve March's Treasurer's report/accounts payable, seconded by A. Rasmussen. Motion carries unanimously (4-0)

Secretary's report

No Secretary's report

Discussion/Action regarding transfer of CD monies

R. Spurrell suggested transferring Major Equipment CD into an Ambo CD to pay back what was borrowed from the Ambo CD last year. General discussion followed. Motion by R. Spurrell to change the Major Equipment to an Ambo CD, seconded by A. Rasmussen. Motion carries unanimously (4-0)

Discussion/Action regarding ratifying the 2016 budget

R. Spurrell handed out a printout of his proposed ratification to the budget, pointing out that this will not change anything for tax dollars and only involves redistributing monies amongst different line items. General discussion followed. Motion by B. Kwiatkowski to approve the proposed ratification to the budget, seconded by J. Mann. Motion carries unanimously (4-0)

Discussion/Action regarding pay periods and paydays

R. Spurrell requested the pay periods/paydays be changed to bi-weekly now to utilize the aid of the Quick Books help we are currently getting, which would ensure it is set up properly. Motion by B. Kwiatkowski to change the pay periods/payday to bi-weekly, seconded by A. Rasmussen. R. Spurrell noted that because the last quarter of 2015 was paid in January of 2016, by switching to bi-weekly there will be 5 quarters paid in 2016. This will cause a shortage in payroll funds. Currently there is not enough money in the checking account to cover the next payroll, therefore he announced the Village will make their 2nd and 3rd quarter payments now to cover the current shortage.

R. Spurrell called for the vote. Motion carries unanimously (4-0)

Discussion/Action regarding upgrading QuickBooks

R. Spurrell is still researching what the department currently has and what the needs of the department are as related to Quick Books and payroll software. Motion by B. Kwiatkowski to go to QuickBooks Pro Plus Online, seconded by A. Rasmussen. Motion carries unanimously (4-0)

Discussion/Action regarding the Fire Chief vacancy

Brief discussion regarding the need for a full time chief vs a part time chief. The Commission will have further discussions in closed session at a later date.

Discussion/Action regarding the HR Policy

R. Spurrell supplied the Commission with copies of the edited version of the HR Policy and requested feedback. General discussion followed surrounding paid holidays and breaks. A few minor typos pointed out. Changes will be made, then the HR Policy will be sent out to the Commission members for review.

Discussion/Action regarding a Town and Village agreement for a Fire District and Fire Board

General discussion and clarifications made regarding the tentative agreement. Questions will be directed to the attorney for clarification prior to scheduling a special meeting with the attorney present.

Presentation of 2016 annual report

Acting Chief B. Hein corrected that the annual report being presented was actually the 2015 annual report and presented the 2015 annual report.

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.

Motion by B. Kwiatkowski to enter into closed session per WI State Statute 19.85 (1)(f) for consideration of investigation of charges which if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person involved in such investigation, specifically regarding the underage drinking incident. Seconded by A. Rasmussen.

Roll Call vote

J. Mann (yes), A. Rasmussen (yes), B. Kwiatkowski (yes), R. Spurrell (no) Motion carries 3-1 with R. Spurrell against.

Closed Session

Entered into closed session at 8:17 pm. R. Spurrell did not enter into closed session.

Motion to reconvene into Open Session

Motion by B. Kwiatkowski to reconvene into open session at 8:22pm, seconded by A. Rasmussen. Motion carries 3-0,
R. Spurrell absent.

Open Session

Discussion/Action pertaining to closed session discussion

No discussion/action taken

Adjournment

Motion by B. Kwiatkowski to adjourn, seconded by A. Rasmussen. Motion carries 3-0. Meeting adjourned at 8:23pm by B. Kwiatkowski