

## CAMBRIDGE COMMUNITY FIRE AND EMS COMMISSION

### MINUTES

Date: February 7, 2024

Location: Town of Christiana, 773 Koshkonong Rd.

Call To Order/Roll Call 6:30 p.m.

Pledge Of Allegiance

1. Proof of Posting- The meeting was properly posted.
2. Approval of Minutes from November 2, 2023- *A motion was made by Kris Breunig to approve the minutes. It was seconded by Alicia Hynes. Discussion about possibly tabling the approval until it is determined if the meeting was improperly noticed. AH- suggested approval and if it is determined not to be a legal meeting the minutes could be reversed. Vote: DS- Abstained, MC- Abstained, KB- Yes, AH- Yes, SP- Yes, Motion carried.*
3. Public Comment- Public comment was received.
4. EMS & Fire Chief Reports *Joe Evans and Jason Cairra provided the Fire & EMS reports.*
5. Treasurer's Report: 2023 YTD budget vs. expenses, current bank balances. *The Treasurer provided the reports which included the bank balances and a draft of the 2023 Budget vs. Actual Performance. They are scanned into record.*
6. Discussion and possible action on banking RFP responses. *The treasurer reported that the FC received two responses to three RFP requests to area banks. Bank of Deerfield did not respond. Bank First was a minimal response and Badger Bank provided a detailed response which included free online bill pay, willing to be competitive with CD Rates, willingness to work with us to provide a line of credit to aid in cash flow shortfalls. We need to get our financial reports prepared and to them for review. They can also provide credit card services with limits for various employees if needed. There was discussion about moving all the money to one bank. A motion was made by MC and seconded by KB to go with Badger Bank and move all funds except the EMS LLBS account to Badger Bank. Vote: DS-yes, AH-yes, KB-yes, MC-yes, SP-yes, so moved.*
7. Discussion and possible action on RFP responses for legal services. *The secretary provided the RFP responses by email to all FC members. Two were eliminated due to conflict of interest. Two were remaining: Nowlan LLC and Bulow-Vetter. A motion was made by Dave Schroeder to accept the Buelow-Vetter firm. It was seconded by Mark-Cook. Discussion ensued. SP objected due to a conflict of interest as Buelow-Vetter was hired to investigate claims against the FC (KB and SP) without a FC meeting or vote. A motion was made by AH- to accept Nowlan LLC. It was seconded by KB. Vote: AH- yes, KB- yes, MC- yes, DS- yes, SP, yes. Motion carried. Also motion by AH and Seconded by DS to use Peter Davis to finish the CBA in lieu of the new attorney who would have to take a lot of time and would incur unnecessary expenses since most of the work has been done. Vote: AH-yes, KB-yes, MC-yes, DS-yes, SP- yes. Motion carried.*
8. Discussion and possible action on hiring an auditor and updating inventory list. *This was tabled as it was determined by Oakland and Cambridge attorney's that the audit is not until the end of the year, upon exit.*
9. Review current bills and authorize payment. The treasurer presented a list of bills to be paid and requested permission to pay using the Badger Bank Bill Pay. The list is included in the file. Motion was made by KB to pay the bills, Seconded by
10. Discussion and possible action on the treasurer's suggestion for bill paying SOP (standard operating procedure). *No Action Taken*
11. Old business. *No action taken*
12. Suggestions for agenda items for the next meeting. *No action taken*
13. Set date for next meeting. *No action taken*
14. Agenda items for consideration in the next meeting. *No action taken. Meeting adjourned at 8:30 p.m.*