
Cambridge Community Fire and EMS Commission

MINUTES (draft)

Location: Cambridge Fire/EMS Station-271 W. Main St. Cambridge, Wisconsin 53523

Date: August 28, 2024

Time: 6:00 p.m.

1. Call to Order Meeting called to order at 6:00 pm
2. Roll Call All Commission members are present.
3. Verification of posting Secretary Hynes verified the meeting was properly posted
4. Pledge of Allegiance
5. Approval of agenda Motion by Hynes to approve agenda. Second by Smithback. All in favor. Motion carried.
6. Public comment (limited to 3 minutes per person)
7. Approval of Minutes from the July 24, 2024 meeting Motion by Breunig to approve. Second by Schroeder. All in favor. Motion carried.
8. Fire Report-Chief Evans (Attached)
9. EMS Report-Chief Blount
10. Treasurer Report-Treasurer Smithback Smithback reported that he has been working with Midwest CPA to get them information and up to speed. Still unable to access the Quickbooks account. Palinkas will see if she's still able to access so we can get Midwest CPA set up with an account to access the information.
11. Review and approve bills scheduled to be paid Motion by Breunig to pay bills presented in the amount of \$35,318.80. Second by Hynes. All in favor. Motion carried.
12. New Business.
 - a. Discussion and possible action on the 2025 budget Budget working meeting to be scheduled in September. Checking with Midwest CPA on their schedule. Request budgets from fire and EMS chiefs as soon as possible.
 - b. Discussion and possible action on Fire/EMS assets report and plans for the future Most recent asset lists were shared and requested Chiefs to review and work with the Commission Secretary to update to current.
 - c. Discussion and possible action on procedure for collecting money from staff who leave after we have paid their schooling and possible commitment timeframe Current EMT Class and Equipment Reimbursement Contract was reviewed. Chief will let the Commission know if this occurs and Commission will decide how to handle.

- d. Discussion and possible action on access to fire/EMS station If anyone does not have the access they need, they are welcome to come to the Chiefs or Commission President.
 - e. Discussion and possible action on potentially billing insurance for select fire calls Discussed possible opportunities where this would be applicable and options to do this.
13. Old Business
- a. Discussion and possible action on scope of work and services by Midwest CPA and other professional services currently obtained. Hynes to reach out to Jinko and/or work with Palinkas to get a back up of our Quickbooks to provide to Midwest CPA.
 - b. Discussion and possible action on transferring the title for the brush truck from the Village of Cambridge to the Commission Breunig will get on a future Cambridge board meeting agenda to complete
 - c. Discussion and possible action on IT services-update on scope of work from Lantech Scope of Work for Lantech was provided and reviewed. Schroeder and Palinkas will work through some questions with Lantech regarding disaster recovery and Commission access.
 - d. District fire and EMS contract proposals Reviewed draft proposal
 - a. SAFER Grant application/shared revenue Two types of SAFER Grants are available
 - b. WI FDID application Discussion on the application process
14. Discussion and possible action on building maintenance of Fire/EMS Station Some discussion of changes of landscaping by the meter needed, request for bid to be obtained. Request for bid to be obtained for painting of some areas of the building. Request for a bid for an additional small garage. Potential grants may be available. Bids for roof repair provided. Parking lot need attention at some point.
15. Consideration of moving into closed session pursuant to Wis. Stat. sec. 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discussion of draft collective bargaining agreement. 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discussion and possible action on oversight of personnel. And "Wis. Stat. § 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Discussion of DWD complaints. Motion by Breunig to move into closed session pursuant to the above referenced Wis. State. Stat. Second by Smithback. Roll call, all present. All in favor. Moved into closed session at 8:11pm.
16. Reconvene into open session. Motion by Smithback to move into open session. Second by Schroeder. All in Favor. Moved into open session at 9:38 pm.
17. Discussion and possible action on any business legally brought forth while in closed session. Motion by Hynes to approve the agreement as discussed in closed session. Second by Smithback. Hynes, Smithback, Schroeder and Palinkas in favor. Breunig opposed. Motion carried.
18. Next Meeting Date Next meeting scheduled for 9/18/24 at 6pm at the station.
19. Adjourn Motion by Smithback to adjourn. Second by Schroeder. All in favor. Meeting adjourned at 9:40 pm.

