

**OZAUKEE CENTRAL FIRE DEPARTMENT
BOARD MEETING MINUTES
WEDNESDAY MAY 28, 2025**

Board President Dickmann called the Board meeting to order at 6:30 pm.

Board Members Present: Barb Dickmann, Jim Nowlen, Barry Jondahl, Andrew Schwartz, Steven Solymossy, Zachary Kranz and Marcia Nosko

Board Members Excused: Topher Adams

Staff/Officials Present: Saukville Village Administrator Dawn Wagner, Grafton Village Administrator Jesse Thyges, Fire Chief William Rice, Assistant Fire Chief Matthew Karpinski, Deputy Fire Chief Bobby Kaslick, OCFD Treasurer Dan Galginaitis and Fire Department Business Manager/Secretary Diana Degnitz

Others Present: Village Trustee Lisa Harbeck and attorney Michael Bauer of Hopp Newmann Humke.

Pledge of Allegiance and opening prayer led by President Dickmann

Secretary Degnitz noted that the notice had been distributed to the village and town clerks.

Persons Requesting to be Heard – none

Approval of the April 16, 2025 Board Meeting Minutes

Motion by Solymossy, second by Nowlen, to approve the April 16, 2025 OCFD Board Meeting Minutes as written. Motion carried.

Introduction of OCFD Legal Counsel – Chief Rice introduced OCFD legal counsel Michael Bauer of Hopp Newmann Humke. Mr. Bauer thanked the Board for approving his appointment.

Intergovernmental Agreement Review – Administrator Thyges reviewed the third amendment to the Intergovernmental Agreement and stated that the changes were a result of conversations and review with Treasurer Galginaitis.

Motion by Solymossy, second by Nosko to recommend the four participating municipalities approve the Third Amendment to the Intergovernmental Agreement. Motion carried.

Review of Village of Grafton's Fire Hydrant Rental Fee – *tabled at the 4.16.2025 meeting*

Administrator Thyges summarized the Hydrant Rental Fee handout distributed at tonight's meeting (*and included with the minutes*).

Motion by Kranz, second by Solymossy to recommend the Village of Grafton reconsider charging OCFD, a separate entity, the annual Fire Hydrant Rental Fee and, if approved, propose that change to the Public Service Commission. Motion carried.

OCFD Business Software Update – Business Manager Degnitz stated that after comparing three reputable and comparable business software packages and engaging Board Member Jondahl, OCFD staff is recommending the purchase of BS&A Software.

Motion by Nosko second by Nowlen to approve, after legal review and approval, the OCFD purchase of BS&A Software in an amount not to exceed \$85,000. Motion carried.

President Dickmann added that OCFD Business Software would be an ongoing OCFD Board Meeting agenda item so as to keep members up to date as the project progresses.

Fire Station Safety Plan – Chief Rice stated that OCFD and Village Staff have met with Zimmerman Architectural Studios to review additional options for station updates both in Grafton and Saukville. As a result of those meetings, changes are being considered to the original building remodel designs.

Discussions regarding the plan for planning and funding the renovations were had, resulting in a directive from the Board that OCFD Staff have cost information for an updated alarm system for the Grafton Station in time for the June Board Meeting. Additionally, the Board asked OCFD Staff and Treasurer Galginaitis to use the Intergovernmental Agreement operational formula and the cost estimate provided by Zimmerman to provide an example of station safety update costs by municipality at the June Board Meeting.

Chief Rice added that he would ask the Board members to begin discussions with their respective municipalities regarding the estimated costs and funding options for the projects.

No action taken, information only.

2026 Budget Planning

Chief Rice presented slides outlining the OCFD budget planning history from the time original consolidation talks began to the funding referendum.

Treasurer Galginaitis reviewed 2026 OCFD Budget deadlines per the Intergovernmental Agreement including:

- August 1 – presentation to the OCFD Board
- September 1 – OCFD Budget due to member municipalities
- December 1 – OCFD Budget adopted by all member municipalities

No action taken, information only.

Monthly Benchmark Update

Deputy Chief Kaslick reviewed Grafton Fire Department benchmark statistics from April 2025.

No action taken, information only.

Treasurer Report

Treasurer Galginaitis reviewed the March and April financial reports highlighting the following:

- Contracted Services, account ending in -211 reflects payroll costs and noted that YTD amounts do not include costs for the three open positions.
- Cardiac monitors were purchased using Capital funds in May so costs are not reflected in these reports.
- July 1st is the final payment due date from the participating municipalities
- Rescue squad revenues are one month delayed in reporting

Motion by Solymossy, second by Nowlen to accept the March and April 2025 financial reports as presented.

Fire Chief Update

Chief Rice provided updates as follows:

- All six cardiac monitors have been received, installed and are in service.
- Shift crews have cleaned and resurfaced the apparatus bay floor, done landscaping at the Grafton station and volunteers participated in the training tower clean-up day.
- Repairs by shift crews at the Saukville station were made to put a non-functioning compressor back in to service.
- The Friends of the Saukville Fire Department donated funds to repair the tracks on the Saukville station UTV.
- Annual fire inspections are underway.
- The Town of Grafton is moving ahead in the process to update the adopted fire code.
- Collaboration efforts with the Fredonia Fire Dept. are moving ahead slowly.
- Planning for the filling of the open full-time position vacated by a member leaving for another department is underway.
- Work is being done to create a single mutual aid agreement
- The new OCFD website is active, built by Deputy Chief Kaslick and will be live by the end of the week.

Schedule Next Meeting Date/Time/Location

The next OCFD Board meeting is scheduled for Wednesday, June 18, 2025 at 6:30 pm to be held at the Saukville Fire Station Training Room.

Adjourn

Motion by Solymossy, second by Jondahl, to adjourn at 8:37 pm. Motion carried.