

**OZAUKEE CENTRAL FIRE DEPARTMENT
BOARD MEETING MINUTES
APPROVED
WEDNESDAY APRIL 16, 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, Topher Adams and Marcia Nosko

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

Others Present: Village Trustee Lisa Harbeck and Village of Grafton Police and Fire Commission Chairperson Paul Moroder

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 - Administrator Wagner shared with the OCFD Board that the replacement of the Saukville Fire Station roof was planned for by the Village of Saukville prior to the consolidation of departments and the creation of the Ozaukee Central Fire Department. Recently the condition of the roof became very poor and immediate attention to the problem was required. Administrator Wagner presented that information along with a selected bid to the Village of Saukville Board. The members of the Saukville Village Board unanimously approved the cost of the replacement of the Saukville Fire Station roof be paid for by the Village of Saukville. Administrator Wagner added that the Village of Saukville, as evidenced by the show of good faith wholeheartedly supports the OCFD.

The OCFD thanked Administrator Wagner and the Village of Saukville for their support.

Approval of the March 19, 2025 Board Meeting Minutes

Motion by Schwartz, second by Jondahl, to approve the March 19, 2025 OCFD Board Meeting Minutes. Motion carried.

Review of Village of Grafton's Fire Hydrant Rental Fee – President Dickmann shared that Administrator Thyges was unable to attend the meeting and asked that this item be tabled until the May OCFD Board Meeting.

Motion by Solymossy, second by Schwartz to table the Review of Village of Grafton's Fire Hydrant Rental Fee be tabled until the May OCFD Board Meeting. Motion carried.

OCFD Business Software Update – Business Manager Degnitz stated that additional research has been done and progress made in researching and vetting business software packages. Board member Jondahl has been engaged and the Caselle software package currently utilized by the Village of Grafton was demonstrated to the group. Some additional details are being worked out with the goal of having a comprehensive comparative document for presentation to the OCFD Board at the May meeting.

No action taken, information only.

Cardiac Monitor Capital Purchase – Chief Rice shared the history of the cardiac monitors beginning in 2014 and explained the purchase of replacement units had been in the Village of Grafton was part of the Capital Improvement planned spend in 2023. That original purchase was delayed until 2024 and with the consolidation of the Saukville and Grafton Fire Departments is now before the OCFD Board.

Assistant Chief Karpinski highlighted some key factors regarding the project including purchasing monitors directly from the manufacturer, cost savings by entering a six-year prepaid maintenance contract with the manufacturer, on-site training and ACT 102 / FAP partial funding of the purchase.

Motion by Solymossy, second by Nowlen to purchase six ALS Cardiac Monitors through Stryker and the required mounting hardware through Technimount as outlined within the 2025 Monitor Replacement Document. Motion carried.

Appointment of OCFD Legal Counsel – Chief Rice reviewed the memorandum and process for the selecting the recommended firms and their representatives. Chief Rice concluded that with Board approval of the recommended appointments, he would invite each of the firms to attend an upcoming meeting for introductions.

Motion by Adams, second by Nosko to name Hopp Newmann Humke attorneys of record, OCFD general counsel and Kyle J. Gulya of von Briesen & Roper, S.C. OCFD attorney of record, OCFD employment counsel. Motion carried.

Fire Station Safety Plan – Chief Rice stated that he along with Assistant Chief Karpinski and Deputy Chief Kaslick met with John Sabinash of Zimmerman Architectural Studios since the last OCFD Board meeting to review some ideas regarding the remodel of the OCFD stations, primarily the Saukville station. Chief Rice shared that the Grafton station remodel is more limited due to the construction of the current building and added that there is potential to rethink the plan for the Saukville station in an effort to create some efficiencies and potential cost savings. Chief Rice concluded that the projects are headed in the right direction and additional details will follow.

No action taken, information only.

Monthly Benchmark Update

Deputy Chief Kaslick reviewed Grafton Fire Department benchmark statistics from March 2025. The Board requested that Deputy Chief Kaslick add a bar graph expanding on the statistics reported be added to future updates.

No action taken, information only.

Treasurer Report

Treasurer Galginaitis noted that the March and April financial reports would be presented at the May meeting. Treasurer Galginaitis then reviewed the 2025 Operating Fund vs Actual report and the 2025 Capital Fund Budget vs Actual documents. Treasurer Galginaitis noted there are areas of concern regarding the development of the 2026 OCFD Budget including:

- Fire Hydrant Usage costs from the Village of Grafton
- Three full-time OCFD firefighter positions that have yet to be filled and how that hiring would effect full-time salaries
 - o Administrative costs, regular and vehicle maintenance costs currently provided by the Village of Grafton through MOU would need to be accounted for
- The elimination of the ARPA revenue budget lines in the 2026 budget as that funding has ended

- The sustainability of part-time wages at the current budget level
- Capital planning/financing
- Adopted Wage Schedule coming into effect in 2026
- OCFD start-up costs like software

Additional discussion was had regarding the future planning of 2026 Budget Workshops and confirming deadlines for presentation of the 2026 OCFD Budget to member communities.

No action taken, information only.

Fire Chief Update

Chief Rice provided updates as follows:

- Discussions with Fredonia continue regarding service to the northeast Town of Saukville area
- Offers of collaboration have been extended to Newburg
- One full-time firefighter has resigned from the OCFD and plans for reorganizing and hiring are underway

Intergovernmental Agreement Review and Questions – Chief Rice stated that Treasurer Galginaitis and Administrator Thyges met to review the OCFD Intergovernmental Agreement through the second amendment shortly after Treasurer Galginaitis was appointed. During that meeting some revisions and clarifications and a possible third amendment were discussed. Considerations were made to allow time before presenting discussed revisions to the OCFD Board should any additional modifications be needed.

Chief Rice directed Treasurer Galginaitis to present the proposed revisions to the Board at the May meeting and added that he would contact Administrator Thyges to review.

Chief Rice concluded that after OCFD Board review, OCFD legal counsel would review the updated agreement document/third amendment and upon final OCFD Board approval, the OCFD Business Manager would distribute the document for signature by each of the participating municipalities.

Schedule Next Meeting Date/Time/Location

The next OCFD Board meeting is scheduled for Wednesday, May 28, 2025 at 6:30 pm to be held at the Grafton Fire Station Training Room.

Adjourn

Motion by Nowlen, second by Jondahl, to adjourn at 7:46 pm. Motion carried.