

**OZAUKEE CENTRAL FIRE DEPARTMENT  
BOARD MEETING MINUTES  
Wednesday October 15, 2025**

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

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

Staff/Officials Present: Saukville Village Administrator Dawn Wagner, Grafton Finance Director Paul Styduhar, Grafton Accountant Monica Stern, 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 of Grafton Trustee Lisa Harbeck, Village of Grafton Trustee Kevin Curtis, Village of Grafton Police and Fire Commissioner Paul Moroder, Resident Bob Chernow

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** – Bob Chernow 2020 Lakeshore Road, Mr. Chernow asked whether the closed session topic regarding the 2026 OCFD Budget planned for tonight's meeting was lawful. President Dickmann advised Mr. Chernow that a decision just prior to the meeting was made to cancel the closed session and confirmed that through OCFD legal counsel, the closed session was in accordance with open meeting law.

**Approval of September 24, 2025, Board Meeting Minutes**

Motion by Solymossy, second by Nowlen to approve the September 24, 2025 Board Meeting Minutes as presented. Motion carried.

**Business Presented by the Board President** – President Dickmann stated that she had spoken with Town of Grafton Board Chair Lester Bartelt earlier in the day to discuss the 2026 OCFD Budget with a mutually agreed upon decision to work things out.

**Approval of County Mutual Aid Agreement**

Chief Rice stated that agreement establishes a framework to support Fire Service Mutual Aid to the communities and Fire Departments in Ozaukee County. Questions were asked and answered.

Motion by Solymossy, seconded by Nosko to approve the County Mutual Aid Agreement. Motion carried.

**Approval of new Door Access System** – Assistant Chief Karpinski reviewed the memo presented including the scope of the project as well as quotes obtained and recommended approval to award the project to Munger Technical Services. Asst. Chief Karpinski added that this expense is another previously included in the station remodel proposals, but because of failing equipment, needs to be addressed to ensure the safety and security of OCFD employees at both the Grafton and Saukville stations. Asst. Chief Karpinski confirmed with Treasurer Galginaitis that an overage in Contractual Services – Personnel would provide the funds for this investment, and the installation project would be a capital expense. Asst. Chief Karpinski further clarified that the monthly subscription fee would be a regular contractual services expense. President Dickmann confirmed with Asst. Chief Karpinski that completion of the project is planned for early December 2025. Additional questions were asked and answered.

Motion by Nowlen, seconded by Nosko to approve the Door Access System contract with Munger Technical Services in the amount of \$48,777.89, plus a \$257.00 monthly subscription fee. Motion carried.

Motion by Jondahl, seconded by Schwartz to approve the estimate from Ulrich Lock to install electronic strikes and rekey required doors for \$3,500. Motion carried.

Motion by Adams, seconded by Nowlen to approve a \$5,000.00 contingency for unforeseen Door Access System project expenses. Motion carried.

#### **Approval of DNR Lease -**

Asst. Chief Karpinski reviewed the memo presented including the proposed contract received from the Department of Administration for the Department of Natural Resources vehicle storage. President Dickmann cited a section of the Intergovernmental Agreement challenging the leasing of space by OCFD at the Saukville station. President Dickmann asked Administrator Wagner to include this topic on an upcoming Village of Saukville Board Meeting agenda.

Motion by Schwartz, seconded by Kranz to table the DNR Lease for the Saukville station pending negotiation with the Village of Saukville. Motion carried.

**OCFD Business Software Update** – Business Manager/Secretary Degnitz stated OCFD staff including Treasurer Galginaitis met with the BS&A project team on October 1<sup>st</sup> to review the scope of the project and to address concerns over the previously proposed go live timeline. Since that meeting BS&A has revised their plan and have confirmed a planned go live date of December 15, 2025. Bus. Mgr./Secretary Degnitz added that another project planning meeting was happening October 16, 2025 at 8:00 am and further updates regarding the rollout and project plan details would be forthcoming.

No action taken, information only.

#### **Monthly Benchmark Update**

Deputy Chief Kaslick reviewed Grafton Fire Department benchmark statistics from September 2025 highlighting an average of 7 calls for service daily.

No action taken, information only.

### **Fire Station Safety Plan Update**

Assistant Chief Karpinski stated that the alarm system contract with Ahern Fire Protection has been signed code conformance with FSCI is underway and should be completed by the end of the week. Asst. Chief Karpinski added that he is anticipating a 2-3 week installation period for the alarm system.

No action taken, information only.

### **Fire Chief Update**

Chief Rice provided updates as follows:

- OCFD Open House on Sunday, October 5<sup>th</sup> was a great success and thanked staff for their efforts and Board members for attending.
- The Grafton Christmas Parade is being held November 29<sup>th</sup> and the OCFD will have heavy participation in the event and hosts a member family celebration after the parade.
- OCFD staffing has improved with one full time member previously on light duty returning to their regular shift leaving the three unfilled positions. Chief Rice added that 5 applications were received for the Paramedic/Lieutenant position open through resignation earlier this year. Candidates will be interviewed and the Police and Fire Commission will be presented with selections mid November.
- The MOU with the Village of Grafton was before the Board on Monday October 6, 2025 where changes were requested by the Village's legal counsel. Grafton Director of Administrative Services Paul Styduhar stated that he believed the changes were minor and if so, he intended to have the updated MOU on the Grafton Village Board Agenda October 20, 2025.
- Chief Rice concluded his report stating that his hope was that the 2026 OCFD Approved Budget would be finalized soon citing concern for employees. President Dickmann on behalf of the OCFD Board recognized Chief Rice's concerns and reiterated OCFD Board support of OCFD members.

No action taken, information only.

### **Treasurer Report**

Treasurer Galginaitis reviewed the financial reports provided highlighting the Budget vs Actual and Projected for 2025 figures. Highlights included:

- Ambulance fee revenue tracking with budget pending a decision on Village of Grafton Operating Fund Balance resolution
- Interest income tracking with budget
- Personnel expenses lower than budget due primarily to the three unfilled full-time positions
- Vehicle maintenance expenses are estimated to be \$10,000 over budget due to unforeseen repairs
- Repairs and maintenance expenses are estimated to be \$9,000 over budget due to unforeseen building repair costs.
- Engine 361 was sold resulting in an additional \$31,500.00 in Capital funding for 2025

Motion by Nowlen, seconded by Solymossy to accept the September 2025 financial reports as presented. Motion carried.

### **Village of Grafton 2024 Operating Fund Balance Update**

Motion by Nowlen, seconded by Schwartz to table the Operating Fund Balance Update pending independent audit results from the Village of Grafton. Motion carried.

**CONVENE INTO CLOSED SESSION** – President Dickmann advised that with the information presented at tonight's meeting, a closed session was not warranted.

**Schedule Next Meeting Date/Time/Location**

Next meeting will be Wednesday November 19, 2025 at 6:30 pm at the Grafton Fire Station Training Room.

**Adjourn**

Motion by Kranz, second by Nosko to adjourn at 7:26 pm. Motion carried.