

OZAUKEE CENTRAL FIRE DEPARTMENT SPECIAL BOARD MEETING MINUTES

Wednesday, April 15, 2026

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

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

Board Members Excused: Barb Dickmann

Board Members Resigned: Steve Solymossy

Staff/Officials Present: Saukville Administrator Dawn Wagner, Interim/Assistant Fire Chief Matthew Karpinski, OCFD Treasurer Dan Galginaitis and Fire Department Business Manager/Secretary Diana Degnitz

Others Present: Village of Grafton Trustee Lisa Harbeck and members of the community

Pledge of Allegiance and opening prayer led by Vice President.

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

Persons Requesting to be Heard – Village of Grafton Trustee Lisa Harbeck, 907 17th Avenue, Grafton shared concerns regarding the final installment payments due July 1, 2026 from the four funding communities and discrepancies between the minutes of the March 18, 2026 OCFD Board meeting and direction following a meeting held March 20, 2026.

Approval of March 18, 2026 Board Meeting Minutes

Motion by Schwartz, second by Kranz to approve the March 18, 2026 and Board Meeting Minutes as presented.

Secretary Degnitz noted an error on page 2 – “Review and Possible Action on 2026 Budget and July 1, 2026 Installment Payments” – Motion carried was missing and needed to be included at the end of the motion.

Motion carried with correction as noted.

Business Presented by the Board President – none

Treasurer Report

a. March 2026 Financial Statement Review and Approval

Treasurer Galginaitis reviewed the March 2026 financial statements highlighting:

- The 2026 Budget detail will be entered into the financial software system in time for the next OCFD Board meeting.
- The Town of Grafton second installment payment due February 20, 2026 has yet to be received.
 - o Town of Grafton has been provided requested information regarding funding calculations.

- Town of Grafton Attorney committed to providing OCFD Administration with detail supporting the first installment payment calculation made by the Town of Grafton and that information has yet to be received.
- Ambulance fee revenue detail only reflects payments received from the Village of Grafton for services provided in 2025. OCFD billings will be retroactive to January 1, 2026 per Medicare pending a verification site visit which has been delayed repeatedly.
- Interest income is trending with budget expectations.
- Communicated in a March 20, 2026 meeting Grafton Village Administrator Wellnitz communicated to President Dickmann and Treasurer Galginaitis that the current MOU Agreements between the Village of Grafton and OCFD for Mechanic and Maintenance Services as well as Payroll and Human Resources Services will terminate effective July 1, 2026 and December 31, 2026 respectively.
 - Additional discussion regarding this topic was had. Interim/Assistant Chief Karpinski will be presenting OCFD staff research and recommendations regarding this topic at the May OCFD Board Meeting or sooner.

Motion by Adams second by Schwartz to approve the March 2026 Financial Statement as presented. Motion carried.

b. Review and Approval of Amended 2025 Financial Statement

Treasurer Galginaitis reviewed the amended statement highlighting:

- OCFD Board approved 2025 statements last month, but changes were made and approval of the amended statements as presented is being requested.
- Statements changed as a result of direction to “true up” allocation errors made in the 2025 OCFD Budget.
- Adjustments will be reflected on the July 1, 2026 Installment invoices.

Motion by Schwartz, second by Nowlen to approve the updated OCFD December 31, 2025 Financial Statements as Adjusted for the 2025 (over)/under Budget Funding Calculation Errors. Motion carried.

c. Review and Possible Action on July 1, 2026 Municipal Installment Payments

Treasurer Galginaitis reviewed the request highlighting:

- Per the March OCFD Board meeting, included with the July 1, 2026 Municipal Installment invoices the attached calculation document for each of the four funding Municipalities. Each document includes payment due per the Municipal Agreement based on the 2025 Budget with no increase but using the 3-year average allocation factors as well as payments made to date.
 - July 1, 2026 installment amounts also outline:
 - Credits due those Municipalities that made payments in 2026 based on the OCFD Board Approved 2026 Budget.
 - 2025 (over)/under budget funding amount due to the calculation errors in the original 2025 Budget allocation as agreed to by the four Municipalities in the Funding Communities meeting held on March 20, 2026.
- Per the Municipal Agreement, the Town of Grafton installment calculation is different because, to date, OCFD has not received the second installment payment.
- Recommendation is that the OCFD Board charge interest to the Town of Grafton for the late payment of the second installment as outlined in the Municipal agreement noting that the payment and interest calculation information is including in the Town’s July 1, 2026 calculation document.

Discussion was had and additional questions were asked and answered.

Motion by Nosko, second by Schwartz to approve the distribution of the July 1, 2026 Municipal Installment Payments as presented including the Interest Calculation Information per the Municipal Agreement for the Town of Grafton's Delinquent Second Installment Payment.

Motion carried – Aye:5, Nay: 1-Jondahl

Monthly Benchmark Update

Interim/Assistant Chief Karpinski reviewed Fire Department benchmark statistics from March 2026.

No action taken.

Review and Possible Action Regarding WRS and Deferred Compensation Enrollment Resolutions

Interim/Assistant Chief Karpinski summarized the memo provided by Deputy Chief Kaslick regarding the continuation of benefits for OCFD employees at the termination of the current MOU agreement with the Village of Grafton currently planned for January 1, 2027. Interim/Asst. Chief Karpinski added that OCFD Administration would like to begin the enrollment process in the State of Wisconsin Deferred Compensation Program and the Wisconsin Retirement System. Questions were asked and answered.

Motion by Nowlen, second by Adams to adopt the Resolution for Inclusion Under the State of Wisconsin Deferred Compensation Program, as well as the Resolution of Inclusion Under the Wisconsin Retirement System, authorize the Fire Board President and Business Manager to sign all related documents required for enrollment in the two programs, including the life insurance option and designate the Business Manager the primary agent/program administrator. Motion carried.

Secretary Degnitz noted that signatures from President Dickmann would be obtained upon her return from vacation, will be signed by Business Manager Degnitz and submitted as soon as possible.

Fire Station Safety Plan Update

Interim/Asst. Chief Karpinski stated that the Alarm System upgrade at the Grafton station is almost complete with an As-Built approval planned following a few possible changes to the system configuration. With final approval, the Grafton Station alarm upgrade will be complete. Interim/Asst. Chief Karpinski added that additional safety upgrades are necessary in both the Grafton and Saukville stations, with the completion of the alarm system at the Grafton station being a big step in the right direction. Chief Karpinski added that going forward, until further funding plans are made for other needed upgrades and/or building renovations, he would like this item removed from the OCFD Board Agendas.

No action taken.

Fire Chief Update

Interim/Assistant Chief Karpinski provided updates as follows:

- The MOU agreement with the Village of Grafton regarding Vehicle Repair and Maintenance/Building Maintenance is set to expire 7.1.2026. Finding alternative sources for this service is a top priority for the OCFD.
- The MOU agreement with the Village of Grafton regarding Payroll and Human Resources Services is set to expire 12.31.2026. This is a top priority for the OCFD.
- OCFD Staff is evaluating current areas of service and looking at reductions as a result of budgeting deficits. This will be a future agenda item to include opportunities for reductions including risk level, large capital expenditures as well as unit utilizations and insurance classification impacts for the community.
- The OCFD/Aurora Health Care Blood Program Blood Drive was held Tuesday April 14th at the Grafton Station, and was a great success with outstanding participation resulting in approximately 50 units collected.
- A meeting with OCFD Officers has already been held and an all Department meeting is planned for April 23, 2026 to allow staff the opportunity to ask questions as the OCFD transitions to Interim leadership following Chief Rice's retirement.

No action taken.

Schedule Next Meeting Date/Time/Location

The OCFD Board also confirmed that the regular monthly meeting of the Board will be held the third Wednesday of the month at 6:30 pm and the Grafton Station and that the item no longer needed to be on the monthly agenda.

Vice President Jondahl asked Village of Grafton representatives Mr. Kranz and Mr. Schwartz if there was any information related to a replacement OCFD Board member to fill the vacancy created by Village of Grafton member Steve Solymossy. Mr. Schwartz indicated that appointments will be made at the April 21, 2026 Village of Grafton Board Meeting. Mr. Schwartz also invited members to check the Village of Grafton website for information regarding the appointments prior to the meeting.

Mr. Kranz added that per the Municipal Agreement, the OCFD May Board Meeting is when officers of the Board are elected. Interim/Assistant Chief Karpinski confirmed that item will be on the May OCFD Board Meeting Agenda.

Adjourn

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

The next OCFD Board Meeting will be held Wednesday May 20, 2026 at the Grafton Station Training Room.