

OZAUKEE CENTRAL FIRE DEPARTMENT SPECIAL BOARD MEETING MINUTES

Wednesday, May 20, 2026

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

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

Staff/Officials Present: Saukville Finance Director/Treasurer Jacob Verhelst, Interim/Assistant Fire Chief Matthew Karpinski, Deputy Fire Chief Bobby Kaslick, OCFD Treasurer Dan Galginaitis and Fire Department Business Manager/Secretary Diana Degnitz

Others Present: Grafton Police and Fire Commissioner Paul Moroder and other members of the community

Pledge of Allegiance and opening prayer led by President.

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

Persons Requesting to be Heard – none

Approval of April 15, 2026 Board Meeting Minutes

Motion by Schwartz, second by Nosko to approve the April 15, 2026 Board Meeting Minutes as presented. Motion carried.

Business Presented by the Board President – none

Review and Possible Action Regarding Police and Fire Commission Revisions to Current OCFD Fire Chief Job Description

President Dickmann stated that the previous week she had received an email from Attorney Nathan Bayer representing the Village of Grafton Police and Fire Commission regarding proposed changes to the current OCFD Fire Chief Job description. President Dickmann acknowledged receipt of the request to Attorney Bayer and forwarded the message and current job description to OCFD Employment Attorney Kyle Guyla.

President Dickmann offered OCFD Board Members the opportunity to review the email from Attorney Bayer and indicated that she had yet to receive additional information from Attorney Guyla.

No action taken, information only.

Appointment of 2026 – 2027 OCFD Board President, Vice President and Secretary

President Dickmann referenced the Intergovernmental Agreement, Article V. FIREBOARD, Section D Officers that as this is the first meeting after May 1, the Board shall choose a President, Vice President and a Secretary.

President Dickmann opened the floor for nominations for President.

Kranz nominated Schwartz for OCFD President.
Jondahl nominated Dickmann for OCFD President

President Dickmann called for Roll Call Vote. Results as follows:

MacRae - Schwartz
Schwartz - Schwartz
Kranz - Schwartz
Nosko - Schwartz
Adams - Schwartz
Jondahl - Dickmann
Dickmann - Dickmann
Nowlen - Dickmann

Schwartz appointed 2026 – 2027 OCFD President

President Dickmann opened the floor for nominations for Vice President
Kranz, Adams and Nolen nominated Dickmann for Vice President

President Dickmann called for Roll Call Vote. Results as follows:

MacRae - Dickmann
Schwartz - Dickmann
Kranz - Dickmann
Nosko - Dickmann
Adams - Dickmann
Jondahl - Dickmann
Dickmann - Dickmann
Nowlen - Dickmann

Dickmann appointed 2026 – 2027 OCFD Vice President

President Dickmann opened the floor for nominations for Secretary

Motion by Schwartz, second by Nowlen to cast a unanimous vote to appoint Diana Degnitz 2026 – 2027 OCFD Secretary. Motion carried.

Wisconsin Task Force One Contract Renewal

Deputy Chief Kaslick reviewed the contract renewal details and highlighted the changes including hourly reimbursement rate increase, process and annual review and additional clarifying language.

Motion by Nowlen, second by Adams Pursuant to the OCFD Inter-Municipal Agreement, Article V Sec. D Part 3 a(3); Approve a motion for the Fire Board President and Secretary to execute the July 2026-June 2028 Agreement with the State of Wisconsin for Urban Search and Rescue Emergency Response Services. Motion carried.

Treasurer Report - April 2026 Financial Statement Review and Approval

Treasurer Galginaitis reviewed the April 2026 financial statements highlighting:

- 2026 Budget has been entered and approved in financial software and included reports reflect that update
- All of the second installment municipal payments have been received
- Ambulance revenue going forward will include OCFD billed services effective 1.1.2026

- Building Repair account reflects costs of alarm system project as OCFD Board approved payment for that project from operational funds. Those costs will be moved to Leasehold Improvements upon final invoicing.
- OCFD Capital Fund reflects second installment payments and interest with no expenses reported to date.
- OCFD Audit is planned for May 26 – 27, 2026.

Motion by Schwartz second by Nowlen to approve and accept the April 2026 Financial Statement as presented. Motion carried.

Vehicle Maintenance-Repair MOU with Village of Grafton Expiration – Review and Possible Action

Interim/Asst. Chief Karpinski stated current agreement expires July 1, 2026.

Following a recent meeting of the funding communities, OCFD was made aware that the Village of Grafton did not intend to renew the existing agreement. In response, Interim/Asst. Chief Karpinski met with Grafton Village Administrator Wellnitz on April 30, 2026, in an attempt to negotiate an extension to the current agreement and was unsuccessful.

OCFD staff have determined there are three options for vehicle repair and maintenance including outsourcing services to a private third party, outsourcing services to a public third-party or creating a Fire Mechanic position within OCFD. Interim/Asst. Chief Karpinski's recommendation is that the OCFD create a Fire Mechanic position within the organization.

Discussion was had and questions were asked and answered.

Motion by Nowlen, second by Jondahl to table the Vehicle Maintenance-Repair MOU with Village of Grafton Expiration – Review and Possible Action. Motion carried.

Capital Planning and Funding

Interim/Asst. Chief Karpinski reviewed the capital funding history with the Village of Grafton and Village of Saukville and the initial establishment of an OCFD Capital Fund using monies transferred from both the Village of Grafton and the Village of Saukville.

Interim/Asst. Chief Karpinski went on to review the twenty-year capital replacement outlay plan including equipment previously owned by both the Village of Grafton and Village of Saukville and unresolved long-term funding shortfalls and gaps.

Interim/Asst. Chief Karpinski shared additional options and potential plans forward.

Discussion was had and additional questions were asked and answered.

No action taken, information only.

2027 Budget Update

Interim/Asst. Chief Karpinski stated that in accordance with existing agreements with the OCFD funding communities, OCFD staff has begun the 2027 budget planning process.

Interim/Asst. Chief Karpinski reviewed the results of preliminary staffing and operational evaluations including not filling a current vacancy or a programmed .5 position in 2026.

Interim/Asst. Chief Karpinski asked the OCFD Board for direction regarding priorities and expectations for the 2027 budget and asked that Board members share any direction provided with their respective communities as clear communication and expectation setting will be critical.

Discussion was had and questions were asked and answered.

No action taken, information only.

Monthly Benchmark Update

Deputy Chief Kaslick reviewed the Fire Department incident statistics from April 2026 noting that OCFD is on track to see an increase in calls by approximately 100 in 2026 over 2025.

Interim/Asst. Chief Karpinski highlighted the large scale event at 1505 Wisconsin on April 17, 2026.

No action taken, information only.

Fire Chief Update

Interim/Asst. Chief Karpinski provided updates as follows:

- OCFD Staff is working to create a task list and create a solid plan for transitioning employees from Village of Grafton.
- Interim/Asst. Chief Karpinski is working with a Human Resource specialist with experience in both the private and municipal setting to provide guidance and direction to OCFD as we create that function within the organization.
- Interim/Asst. Chief Karpinski stated that additional OCFD Board meetings may be required as we navigate through the end of the year.
- OCFD Medicare number is confirmed and billing for services from 1.1.2026 is in process.
- OCFD Blood Program is running smoothly although to date no calls for the administering of blood have happened.
- Next OCFD Blood Drive is scheduled for Thursday, July 16, 2026 at the Grafton Station.

No action taken, for information only.

Adjourn

Motion by Jondahl, second by Nowlen to adjourn at 8:48 pm. Motion carried.

The next OCFD Board Meeting will be held Wednesday June 17, 2026 at the Grafton Station Training Room.