

**OZAUKEE CENTRAL FIRE DEPARTMENT
SPECIAL BOARD MEETING MINUTES
Wednesday, June 17, 2026**

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

Board Members Present: Andrew Schwartz, Zachary Kranz, Russell MacRae, Jim Nowlen, Mike Holdway, Barry Jondahl, Topher Adams, Marcia Nosko

Staff/Officials Present: Saukville Village Administrator Dawn Wagner, 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: Village of Grafton Trustee Kevin Curtis, Village of Grafton Trustee Sarah Scarpace and other members of the community

Pledge of Allegiance 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 May 20, 2026 Board Meeting Minutes

Motion by Nosko, second by MacRae to approve the May 20, 2026 Board Meeting Minutes as presented. Motion carried.

Approval of the June 10, 2026 Board Meeting Minutes

Motion by Kranz, second by Nosko to approve the June 10, 2026 Board Meeting Minutes as presented. Motion carried.

Business Presented by the Board President – President Schwartz asked that with two new members to the OCFD Board, each member of the Board to introduce themselves to the group.

President Schwartz then introduced Board Member Zach Kranz who read a statement to the board. Statement is attached to the minutes.

Appointment of 2026 – 2027 OCFD Board Vice President

President Schwartz stated that former OCFD Board President Dickmann was appointed OCFD Board Vice President at the May 20, 2026 meeting and has since resigned. As such, the OCFD Board now need to make nominations and appoint a 2026-2027 OCFD Board Vice President.

President Schwartz opened the floor for nominations for Vice President.

Nowlen nominated Nosko for Vice President, Kranz seconded the nomination.
Adams nominated Jondahl for Vice President, Holdway seconded the nomination.

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

Schwartz - Nosko
MacRae - Nosko
Kranz - Nosko

Nosko - Nosko
Adams - Jondahl
Jondahl - Jondahl
Holdway - Jondahl
Nowlen - Nosko

Nosko appointed 2026 – 2027 OCFD Vice President

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

President Schwartz directed Board members to provide their comments on the OCFD Fire Chief Job Description via email to him within the next five days. President Schwartz will then provide that information to the appointed subcommittee for consideration. President Schwartz further directed that the subcommittee will provide President Schwartz a final draft of the document within the following five days. President Schwartz concluded that either at a planned Special OCFD Board Meeting or the next regularly scheduled meeting, the final draft of the OCFD Fire Chief Job Description will be on the agenda for consideration in sending to legal counsel for final review and approval.

No action taken, information only.

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

President Schwartz stated that at the Village of Grafton Board meeting on Monday, June 15, 2026 it was decided by unanimous vote and without question to extend the current MOU for vehicle repair and maintenance with OCFD until December 31, 2026.

Interim/Assistant Chief Karpinski reviewed the memo included with the packet regarding the possible hiring of and budgeting in 2027 for a full-time mechanic OCFD mechanic.

Questions were asked and answered including confirmation by Administrator Wagner that any decisions regarding the use of the Saukville Station for full-time mechanic use would need to be reviewed and approved by the Village of Saukville Board.

Motion by Adams, second by Kranz to authorize OCFD Administration to create and implement a Fire Mechanic position within the Ozaukee Central Fire Department and to incorporate the position into future operational and budget planning. Motion carried.

2027 OCFD Budget – Review and Possible Action

Interim/Assistant Chief Karpinski stated that work has begun on the 2027 OCFD Budget and planned to have an initial draft available for the Board to review at the July meeting. Some additional discussion regarding budget planning was had.

No action taken, information only.

Treasurer Report

May 2026 Financial Statement Review and Approval

Treasurer Galginaitis reviewed the May 2026 financial statements highlighting:

- Third installment invoices have been sent to each of the four funding municipalities
- Overall the 2026 Budget is tracking at approximately 37% for expenditures
- A review of specific accounts over 50% spent was done
- Ambulance revenue is on track with OCFD now receiving direct deposits from Ebix

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

Update on 2025 OCFD Audit. Treasurer Galginaitis stated that the on site portion of the audit was done May 26 – 27, 2026 and CLA is currently drafting OCFD financials. Treasurer Galginaitis added that the auditing firm had very few revisions or questions and he expected final audited financials well in advance of the September due date as outlined in the Municipal Agreement.

No action taken, information only.

Monthly Benchmark Update

Deputy Chief Kaslick reviewed the Fire Department incident statistics from May 2026 noting that May was a record month for calls for service with a total of 266 all covered by OCFD staff.

No action taken, information only.

Fire Chief Update

Interim/Asst. Chief Karpinski provided updates as follows:

- Asked Business Manager Degnitz to update the Board regarding OCFD Bank Accounts. Bus. Mgr. Degnitz stated that with the change to the OCFD Board structure and former President Dickmann's resignation as well as the retirement of former Fire Chief Bill Rice, all OCFD bank accounts have now been updated with President Schwartz and Interim/Assistant Chief Karpinski in administrative roles.
- A meeting with held with CVMIC, the current carrier of OCFD insurance coverage through the Village of Grafton, and it was determined that CVMIC now offers a product to potentially continue OCFD coverage independent of the Village of Grafton and a quote is being prepared.
- The planning for OCFD Staff to manage payroll for the Department is underway with the first meeting regarding the software implementation with BS&A happening this past Tuesday.
- OCFD will be audited by the Drug Enforcement Agency as OCFD works to be independently licensed to carry and administer narcotics. A follow up report will be provided when available.
- One full time member of the department has been placed on light duty following a significant and complex medical scenario and will likely remain in that status for the foreseeable future. Another full-time member will be on FMLA beginning sometime in July likely through August.

No action taken, for information only.

Adjourn

Motion by Nosko, second by Nowlen to adjourn at 7:40 pm. Motion carried.

The next OCFD Board Meeting will be held Wednesday July 15, 2026 at 6:30 pm at the Grafton Station Training Room.