

KETTLE MORAINÉ FIRE BOARD MEETING MINUTES

Approved
March 27, 2025

Call to Order: President R. Spurrell called the meeting to order at 6:30 pm on March 27, 2025, at the Eagle Municipal Building at 820 E. Main St, Eagle, WI.

Roll Call: C. Mommaerts, J. Davis, G. Planning, C. Wood, D. Hall, and R. Spurrell were all present. B. James was excused.

Pledge of Allegiance: R. Spurrell led the Pledge of Allegiance.

Discussion/action as necessary to approve minutes from February: Motion by D. Hall to approve February 27, 2027 meeting minutes as presented. Motion seconded by C. Wood. R. Spurrell clarified if she wanted to approve the February 27, 2025 meeting. D. Hall amended her motion to say 2025. No further discussion. All in favor. Motion carried.

Citizen comments/concerns: None

Discussion/action as necessary to approve the financial report and monthly account payables: R. Spurrell asked what check # 2059 in the amount of \$14,226.82 made out to Jefferson Fire Safety was for. Assistant Chief S. Wilton stated that it was for an extraction tool/cutter. C. Mommaerts asked if all the repairs that were on the first estimate were on the Best Truck Repair invoice. Assistant Chief S. Wilton stated that he did not believe so. R Spurrell confirmed with C. Cliffgard that the balance sheet is printed after bills have been paid. C. Cliffgard replied yes. Motion by C. Wood to approve the financial report and monthly account payables. Motion seconded by J. Davis. D. Hall asked if the e-pay payments to the United States Treasury were for the current month. C. Cliffgard stated those are payments for liabilities paid to the IRS after doing payroll and are current. No further discussion. All in favor. Motion carried.

Report from Administrative Assistant: C. Cliffgard shared with the board a letter from the IRS that explained the refund we received on March 3rd for the Civil Penalty we had paid in 2024.

Discussion/action regarding the 2025 KMFD Survey: R. Spurrell gave the board a copy of the survey results which did not include comments and suggested that the board have a closed session to further discuss the survey results and the comments. The board discussed options on how to share the results with the membership. Motion by D. Hall that the survey graph as presented this evening be provided to the membership. Motion seconded by C. Mommaerts. C. Wood asked if there should be a cover letter to go along with the results stating that the board wants to share the results with the department, and that the board will need some time to work on the areas with low scores and that this isn't getting tabled. R. Spurrell asked Assistant Chief S. Wilton if the Chief's could announce at the next department meeting that the board is sending out the results graph, and that the board is still working on this. Assistant Chief S. Wilton replied that he will pass on the message at the next department meeting. No further discussion. All in favor. Motion carried.

The Fire Board set up a Special Meeting on April 17, 2025, at 6:30pm, North Prairie Municipal Building, 130 N. Harrison, North Prairie, WI

Discussion regarding Village of North Prairie's request to the Town and Village of Eagle regarding a review and change in KMFD's budgetary contribution percentages by each municipality: Discussion only. No action taken.

Discussion/action regarding the Fire Chief's probationary period: R. Spurrell wanted this on the agenda. R. Spurrell wanted to stress that he is not saying that the Chief is doing anything wrong but would like to extend his probationary period so the board can see how the Chief is doing and have a formal review. D. Hall asked R. Spurrell how long he would like to extend the Chief's probationary period and is he looking to have another informal review with the Chief in 3-6 months to see how things are going. R. Spurrell stated he would like to extend the probationary period for 1 more year and would like to have a more formal evaluation. Motion by R. Spurrell to extend Chief Nottling's probation for 1 more year till April 2026. Motion seconded by D. Hall. No further discussion. All in favor. Motion carried.

Chief's Report: Assistant Chief S. Wilton was present for Chief D. Nottling and summarized the Chief's report to the board. He stated that as of March 21, 2025, we are at 119 calls, all the apparatuses are currently in service with any minor repairs being handled in-house by Scot Laabs, Assistant Chief S. Wilton and Nick Koss attended the WCC Radio workshop held on March 17th and KMFD responded to assist the Palmyra Fire Department with a large wildland fire. Lastly, the Chief received a notice of resignation from Katie Hritz and her last day as a full-time employee with the department will be April 10th.

Motion to Adjourn: Motion by D. Hall to adjourn. Motion seconded by C. Mommaerts. All in favor. Motion carried. R. Spurrell adjourned the meeting at 7:40pm.