

KETTLE MORAINÉ FIRE BOARD MEETING MINUTES

Approved
August 28, 2025

Call to Order: President C. Mommaerts called the meeting to order at 6:30pm on August 28, 2025, at the North Prairie Municipal Building at 130 N. Harrison St, North Prairie, WI.

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

Pledge of Allegiance: C. Mommaerts led the Pledge of Allegiance.

Discussion/action as necessary to approve minutes from July 24, 2025: R. Spurrell noted one typo under discussion for financial report in the big paragraph on the first page it reads The Chief Nottling, should be Chief Nottling. Motion by C. Wood to approve the minutes with that correction so noted. Motion seconded by D. Miresse. No further discussion. All in favor. Motion carried.

Citizen comments/concerns:

Diane Knauer W345S6950 State Rd 59 had a few comments on the 2026 Fire District budget. As a town supervisor she does not believe the right information is being presented to approve the budget and had made a few requests regarding what she would like to see on the Fire District budget. She requested adding account numbers from the profit and loss budget vs actual report to help give a comparison, using actual dollar amounts not the budgeted amount from prior years should be shown and would like to see 3 years prior numbers. Lastly, the year-to-date dollar amounts, and the projected year end dollar amounts from 2025 should be shown.

Discussion/action as necessary to approve the financial report and monthly account payables: R. Spurrell had a question on the Transaction Detail report regarding the We-Energies bill for Station 33 for approximately \$1300. He stated that J. Davis questioned the \$2200 We-Energies bill last month, and it was explained that it was a quarterly bill, and he is wondering if it's a quarterly bill why is there a bill for \$1300. C. Cliffgard replied that the quarterly We-Energies bill was for station 35 and this bill is for station 33, which is paid monthly. Motion by C. Wood to approve the financial report and monthly account payables as submitted. Motion seconded by R. Spurrell. No further discussion. All in favor. Motion carried.

Report from Administrative Assistant: No report.

Discussion/action as necessary regarding update on potential firms to do KMFD audit: C. Cliffgard gave each board member a copy of the proposal from Baker Tilly to review. The board discussed the proposal. Motion by C. Wood that we go with the 3-year audit through Baker Tilly

based on the discussion and our exploration of other options. Moton seconded by G. Planning. No further discussion. All in favor. Motion carried.

Discussion/action regarding staffing concerns: R. Spurrell asked for this to be put on the agenda. He knows we have a staffing issue and that we are utilizing neighboring departments to help us until we can get a permanent solution. He mentioned he does not see any other option besides going to our residents and letting them know that we want a referendum because we need more money to help staff our department. R. Spurrell stated that the residents will vote on their perception of this fire department, and he has already heard part of the perception from residents. They are wondering if we don't have staff to take our own calls, and we must contract out for help, why are our members going to Palmyra to help with mutual aid on the same day we have Mukwonago taking our calls. R. Spurrell stated that if we are able to assist another department that is not a bad thing, but the perception will be why we can help other departments but not take our own calls. Another example is when Western Lakes was on call for KMFD due to no staff at our stations, but we had members attend Palmyra Safety Days. He stated that PR is a good thing, but we will be asking for a referendum for more money to help make this department survive, and residents are seeing this. Chief Nottling shared with the board that the state looks at a legal ambulance crew as 24/7, two people on the schedule and if we don't have that legal ambulance crew listed on the schedule, we implement the procedure of using neighboring departments to take our calls. C. Wood thanked C. Mommaerts for requesting a copy of the schedule which gives a good visual showing the difficulty on the weekends with staffing. C. Mommaerts asked Chief Nottling what is staffing at right now as far as numbers? Chief Nottling replied that we currently have about 34 members on the roster, 2 new hires were just approved at the commissioners' meeting and 2 were just interviewed. No further discussion. No action taken.

Discussion/action as necessary regarding the 2026 Kettle Moraine Fire District budget: Chief Nottling presented the Fire Board the KMFD Budget Draft for 2026 and was discussed. R. Spurrell stated this is a budget to take to a referendum and that the Chief will need to bring a new 2026 budget to the Fire Board that can be presented to the municipal boards. R. Spurrell had a couple questions on two specific line items on the budget. First, under Ambo Operating Expenses- EMS Association Membership Dues the budget was cut in half for 2026, and he was wondering why since we are 50% over budget this year. R. Spurrell corrected himself that it wasn't cut in half, but stated we are still over budget, why didn't we adjust the numbers. Chief Nottling replied we went a little over budget due to a few more members being sent to the WEMSA conference and believes it accidentally got coded wrong. Secondly, under Advanced EMT Training we kept the numbers the same, but we are already over budget. Chief Nottling stated that in this budget, new full-time members would be required to have their Advanced EMT license already. This year we had 6 current members that wanted to go to Advanced EMT Training which took us over budget. Chief Nottling asked what the board thinks is an acceptable percentage increase to bring to the municipalities. C. Wood mentioned the municipalities would probably like to see nothing more than last year but appreciated the Chief's effort and whoever helped him put this budget together. With a few adjustments R. Spurrell stated that we should try to challenge our municipalities to go with a 10% increase. Lastly, R. Spurrell is requesting a commitment from the Village of North Prairie if they plan to stay with us before we start investing in a referendum. No further discussion. No action taken.

Chief's Monthly Report: Chief Nottling summarized his written report. He stated that as of August 27th we are at 361 calls, Brush 35 needs a water pump and is currently out of service, and we will be adding a RAM nozzle to tender 35. He stated there was an officers meeting on July 29th which they discussed staffing, ongoing issues and the budget. Chief mentioned he has been in contact with the resident who is donating the structure the department will be using to train in and burn down sometime in the spring. He stated there is no update on the AFG grant for the radios or the DNR grants. We were awarded the We-Energies grant and will be purchasing a new Sense It gas meter.

Motion to Adjourn: Motion by R. Spurrell to adjourn. Motion seconded by C. Wood. All in favor. Motion carried. C. Mommaerts adjourned the meeting at 8:01pm.