

# KETTLE MORAINÉ FIRE BOARD MEETING MINUTES

Approved  
October 23, 2025

**Call to Order:** President C. Mommaerts called the meeting to order at 6:30pm on October 23, 2025, at the North Prairie Municipal Building at 130 N. Harrison St, North Prairie, WI.

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

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

**Announcement of possible closed session pursuant to WI State Statute §19.85(1)(c) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercise responsibility- Primarily to discuss personnel performance evaluation:** C. Mommaerts made an announcement of possible closed session pursuant to WI State Statute §19.85(1)(c) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercise responsibility- Primarily to discuss personnel performance evaluation.

**Discussion/action as necessary to approve minutes from the regular Fire Board meeting on September 29, 2025, and the Special Fire Board meeting on October 7, 2025:** Motion by J. Davis to approve the minutes from the September 29<sup>th</sup> meeting and the October 7<sup>th</sup> meeting as presented. Motion seconded by C. Wood. No further discussion. All in favor. Motion carried.

## **Citizen comments/concerns:**

Chuck Roberts S94W34310 Jericho D. Chuck Roberts summarized the detailed handout he presented to the Fire Board expressing his concerns and questions regarding KMFD service coverage and response times.

**Discussion/action as necessary to approve the financial report and monthly account payables:** Motion by C. Wood to approve the financial report and monthly account payables as submitted. Motion seconded by D. Miresse. No further discussion. All in favor. Motion carried.

**Report from Administrative Assistant:** C. Cliffgard reported a check that was voided and reissued to the correct vendor and the possibility of purchasing a new chair.

**Discussion/action as necessary regarding clarification of duties for the Fire Board and Fire Commission, i.e., discipline:** C. Mommaerts requested for this to be put on the agenda for clarification on what the duties are for the Fire Commissioners. R. Spurrell stated that the

commissioners do not hand out the disciplines, that's the responsibility of the Chief. However, if someone wants to appeal their disciplinary action or file a grievance then it will be brought to the commissioners. C. Mommaerts wanted the clarification on record. Discussion only. No action taken.

**Discussion/action as necessary regarding exit interviews:** C. Mommaerts requested this to be put on the agenda since the commissioners are asking if they can be involved in the exit interview process. Spurrell stated that the Fire Commissioners need to maintain independence and that the Chief or a member of the Fire Board should conduct the exit interviews. Chief Nottling stated he has been conducting exit interviews with every member that has left the district. Discussion only. No action taken.

**Chief's Monthly Report:** Chief Nottling summarized his written report. He stated that as of October 23<sup>rd</sup> we are at 448 calls, Ambulance 233 and Engine 35 are both currently out of service, and non-destructive training has begun at the house on Wilton Road. Chief Nottling mentioned we were not awarded the AFG grant for the radios and will explore additional grant opportunities for radios with Motorola and Lexipol. KMFD was awarded the Forest Fire Protection Grant from the WI DNR in the amount of \$4781.09 for Personal Protective Equipment, Prevention and Tools/Equipment. An officers' meeting was held on September 30<sup>th</sup>, and they will continue to hold these meetings to focus on leadership development. He also attended a Human Resources conference and the Wisconsin Affiliate Leadership Training Seminar. Lastly, Chief Nottling mentioned that Lainey Rydzik has resigned from the Fire District, she took a full-time position and is moving to Virginia. He wanted to thank Lainey for her service; she was a long time North Prairie member and has been with KMFD since the merger. Lainey was a model employee, did a great job and a lot for the community and district.

**Motion to enter Closed Session pursuant to WI State Statute §19.85(1)(c) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercise responsibility- Primarily to discuss personnel performance evaluation:** Motion by J. Davis to enter closed session pursuant to WI State Statute §19.85(1)(c) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercise responsibility- Primarily to discuss personnel performance evaluation. Motion seconded by D. Miresse.

**Roll Call Vote:** C. Mommaerts - yes, J. Davis - yes, G. Planning - yes, R. Spurrell - yes, C. Wood - yes, D. Miresse - yes

**Closed session:** Closed session at 7:00pm

**Motion to reconvene into open session:** Motion by C. Wood to reconvene into open session. Motion seconded by J. Davis. All in favor. Motion carried.

**Open session:** Open session at 7:57pm.

**Discussion/action as necessary regarding any closed session item if needed:** Motion by J. Davis that Fire Chief Daniel Nottling is to be removed from probationary status. Motion seconded by G. Planning. No further discussion. All in favor. Motion carried.

Upcoming Meeting: The next regular Fire Board meeting is Thursday November 20<sup>th</sup> at 6:30pm at the Eagle Municipal Building.

**Motion to Adjourn:** Motion by C. Wood to adjourn. Motion seconded by D. Miresse. All in favor. Motion carried. C. Mommaerts adjourned the meeting at 8:00pm.