

Meeting Minutes
Edgerton Fire Protection District Monthly Meeting
Thursday, July 13, 2023

1. President John Sherman called the EFPD Monthly Board meeting to order on Thursday, July 13, 2023 at 6:01 p.m.
2. Present: John Sherman, Brian Meyers, Evan Sayre, David Kyle, Tim Tollefson (for Jeff Klentz), Dave Viney, Rob Mawhinney, Anissa Welch, Donna Skau (until John Dohner arrived), and Candy Davis.
Absent: Kathryn Fosdal

Also present were DC Whitmore, Randy Thompson, Theresa Boston, and Beth Drew.

3. Davis reported meeting agenda was posted on Monday, July 10, 2023 at Piggly Wiggly, Edgerton City Hall, Fire District HQs, and the Edgerton Reporter.
4. Sayre motioned to accept agenda, was seconded by Mawhinney, all in favor; carried.
5. Viney motioned to approve minutes of June 8, 2023, as presented, was seconded by Skau, all in favor; carried.
6. Public appearance for non-agenda items (limited to 3 minutes): Davis introduced the District's new Bookkeeper, Rebecca Anderson.
7. Treasurer Report
 - a. Motion was made by Myers to change bill payments from monthly to weekly, to avoid late payment fees, allowing President Sherman and Treasurer Davis to sign checks for bills, when payments are due, as long as the bills have been budgeted for. Motion was seconded by Dohner, all in favor; carried.
 - b. Davis provided an update on the conversion from QuickBooks to Civic Systems Accounting Software, reporting that the 2023 operating expenses have been loaded into the new system. Hagen Accounting is working with Civic Systems to load the bank reconciliations from history (2014-2022). The next step is now to do bank reconciliations from January to June of this year. Once that is done, the Department will be up and running, using the new system. At that point, loading will begin for all of the capital expenses, which will be the same process as the operating expenses.

- c. Davis reported that the District's Bank (Bank of Milton & Edgerton), as well as the District's Accountant (Hagen) suggested switching from debit cards to credit cards to take away any risk of fraudulent activities (i.e, a person cannot take cash out, plus it protects the District of any fraudulent charges). Chief is in process of cancelling old cards and acquiring new.

8. Old Business

- a. Update on Wisconsin Act 12 (formally AB245) Shared Revenue Allocation: Davis advised that Chief Pickering would like to have a special meeting of the Board to discuss options related to Act 12.

Board agreed on a date of Monday, July 31, 2023 at 5:30 p.m. for a special Board meeting.

- b. Fire Stations' Project – Discussion of facility tours: Davis advised the Board that Chief Pickering is looking for names of Commissions and/or Alternates for facility tours. Additional discussion on this will be held at the July 31, 2023 special Board meeting.

9. New Business: Nothing new to report.

10. Chief/Deputy Chief Operations report:

DC Whitmore reported:

9-1-1 calls for June: 77 for East and 92 for West, with one day having 11 calls

Interfacility Transfers: 49; 291 YTD (272 for 2022 YTD)

Fire inspections @ 57% complete

11. Volunteer Association, Inc. report: Nothing to report.

12. Pay bills: Davis motioned to approve bills & payroll in the amount of \$381,832.95, was seconded by Tollefson, all in favor; carried

13. Other legal business to come before the Board: None

14. Adjournment: Sherman motioned to adjourn, seconded by Sayre, all in favor; carried.
Meeting adjourned at 6:34 p.m.

Respectfully submitted;

Candy Davis,

EFPD Secretary/Treasurer