

**CITY OF CEDARBURG/TOWN OF CEDARBURG
AD HOC JOINT FIRE/EMS SERVICES
COMMITTEE MEETING
UNAPPROVED MINUTES
OCTOBER 14, 2021**

A regular meeting of the Ad Hoc Joint Fire/EMS Services Committee was held Thursday, October 14, 2021, at Cedarburg Fire Station #1, W61 N631 Mequon Avenue, Cedarburg, WI.

The meeting was called to order by Chairperson Fire Chief Jeff Vahsholtz at 7:00 p.m.

Roll Call: Present – City of Cedarburg – Scott Gonwa, Daniel Den Boer, Council Member Robert Simpson (arrived 7:01 pm)

Town of Cedarburg – Town Supervisor Bill Wattson (departed 7:47 pm), Don Borgwardt, Daryl Herrick

Also Present - Assistant Administrator/Town Clerk Jack Johnston, Fire Chief Jeff Vahsholtz, Deputy Chief Joseph Hintz, Fire Inspector Blake Karnitz and interested citizens.

STATEMENT OF PUBLIC NOTICE

At Chairperson Jeff Vahsholtz's request, Assistant Administrator/Town Clerk Jack Johnston verified that notice of this meeting was posted in accordance with the Wisconsin Open Meetings Law.

COMMENTS & SUGGESTIONS FROM CITIZENS - None

APPROVAL OF MINUTES

Bill Wattson made a motion to approve the September 9, 2021, Joint Fire/EMS Services Committee minutes, seconded by Daryl Herrick. Motion carried without a negative vote.

NEW BUSINESS

DISCUSSION AND POSSIBLE ACTION ON FURTHER ANALYSIS OF STAFFING MODEL NO. 2 INCLUDING CALL STATISTICS, OPERATING COSTS, AND REVENUES

At the September 9, 2021 meeting, Deputy Fire Chief Joseph Hintz and Fire Inspector Blake Karnitz distributed a proposal containing six (6) full-time staffing models. At the conclusion of that meeting, the Committee asked for a breakdown of call statistics, as well as operating costs and revenues of Model #2.

As a reminder, Model #2 is considered the basic level and is recommended by staff. This model contains two (2) full-time Firefighter/AEMT positions and two (2) full-time Administrative/Firefighter/AEMT positions, guarantees one fully staffed ambulance 24/7/365, relies on a robust volunteer core, and carries an estimated annual cost starting at \$680,000.

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Dan Den Boer presented three handouts that were included in the packet materials. Those handouts included the Cedarburg Fire Department Profit & Loss Budget Overview for 2021, the Cedarburg Fire Department Rescue Squad Profit & Loss Budget vs. Actual for 2020, and the Cedarburg Fire Department budgets from 2017 to 2021 adopted. The Committee then asked general questions of the handouts to Mr. Den Boer for clarifying purposes.

Bill Wattson stated that the Town would like more input and approval authority on the allocation of funds for additional personnel. He further explained that the current agreement between the Town and City for Fire/EMS services requires the Town to pay for ~40% of the cost while only utilizing ~20% of the services. He explained that he believes that the formula that determines the cost sharing between the City and Town could be adjusted in the future when it is time to renegotiate the shared services agreement to better reflect this usage.

DISCUSSION AND POSSIBLE ACTION ON FUNDING OPTIONS

Chairman Vahsholtz reported that Ozaukee County has reached out to the individual fire chiefs as well as municipal administrators with a potential way to fund additional EMS personnel in Cedarburg as well as Ozaukee County as a whole using ARPA funds.

DISCUSSION AND POSSIBLE ACTION ON IDENTIFYING FUTURE AGENDA ITEMS

Expanding upon the previous item, the Committee asked for future agenda items related to updates on the discussion about the fire study and potential Ozaukee County ARPA funding for additional EMS personnel in the County.

ADJOURNMENT

Don Borgwardt made a motion to adjourn the meeting at 8:17 p.m., seconded by Robert Simpson. Motion carried without a negative vote.

Jack Johnston
Assistant Administrator/Town Clerk
Town of Cedarburg