

**CITY OF CEDARBURG/TOWN OF CEDARBURG
AD HOC JOINT FIRE/EMS SERVICES
COMMITTEE MEETING
UNAPPROVED MINUTES
OCTOBER 27, 2021**

A special meeting of the Ad Hoc Joint Fire/EMS Services Committee was held Wednesday, October 27, 2021, on-line utilizing the Zoom app.

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

Town of Cedarburg – Town Supervisor Bill Wattson, Don Borgwardt, Daryl Herrick

Also Present - Fire Chief Jeff Vahsholtz, Fire Inspector Blake Karnitz, City Administrator Mikko Hilvo, Town Administrator Eric Ryer, Assistant Administrator/Town Clerk Jack Johnston, and City Clerk Tracie Sette

STATEMENT OF PUBLIC NOTICE

At Chief Vahsholtz's request, City Clerk Tracie Sette verified that notice of this meeting was posted in accordance with the Wisconsin Open Meetings Law.

COMMENTS & SUGGESTIONS FROM CITIZENS - None

APPROVAL OF MINUTES

Town Supervisor Wattson made a motion to approve the October 14, 2021, Joint Fire/EMS Services Committee minutes, seconded by Council Member Simpson. Motion carried without a negative vote.

NEW BUSINESS

DISCUSSION AND POSSIBLE ACTION ON FUTURE STAFFING LEVELS, SPECIFICALLY HIRING OF ONE ADDITIONAL FIREFIGHTER/EMT IN JULY 2022

City Administrator Hilvo shared with the Committee that at the most recent Administrative Fire Chief's meeting, it was decided an RFP will be completed for an in-depth study on future staffing needs of the Cedarburg Fire Department and a possible consolidation.

City Administrator Hilvo expressed the need for the City of Cedarburg to hire a new full time Firefighter beginning in July 2022. Fire Chief Vahsholtz explained that a grant may be available through FEMA to help fund the new position; however, a grant writer would be required. Administrator Hilvo also learned at the Administrative Fire Chief's meeting that Ozaukee County may potentially provide funding through American Rescue Plan (ARP) funds.

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The Committee reiterated that eight (8) full-time employees will potentially be required to achieve the optimum response time of eight (8) minutes. To fund that many new employees, a referendum may be needed.

After a lengthy discussion, the Committee agreed that the direction of this ad hoc committee is to eventually make a recommendation to the Council on the optimum number of Firefighters required to allow for an efficiently run department.

No official action was taken by the Committee.

DISCUSSION AND POSSIBLE ACTION ON IDENTIFYING FUTURE AGENDA ITEMS

The Committee requested a refined version of staffing Model #2 be discussed at the next meeting.

ADJOURNMENT

Daryl Herrick made a motion to adjourn the meeting at 8:03 p.m., seconded by Town Supervisor Wattson. Motion carried without a negative vote.

Tracie Sette
City Clerk
City of Cedarburg