

MMPW Fire District – Monticello Fire Department

Village of Monticello – Town of Mt. Pleasant – Town of Washington

PO Box 246 / 412 NORTH MAIN ST / Monticello, Wisconsin 53570

Web: <http://www.monticello-fire.org/> E-Mail: monticellofire@tds.net

Phone Numbers: Village Clerk's Office: 608 938-4382 / Village Police Office 608-938-4320

Green County Dispatch Center *Nonemergency number*: 608-328-9400

Notice of Meeting

The MMPW Fire District Fire Board will meet at the Monticello Fire Station, located at 412 N. Main Street, Monticello, WI, on **Monday, May 7, 2018, beginning at 7 P.M.** to address the following agenda:

1. **Call to order**
2. **Roll call.**
3. **Verify posting of meeting notice.**
4. **Announcements**
5. **Public Comment**
6. **Secretary Report: Reading and Approval of minutes from Fire Board meetings – April 2018**
7. **Treasurer Report: Reading and Approval of finance report**
8. **Discussion/Action – Audit of Bills and Approval for Payment**
9. **Fire Chief's Report**
 - a. Capital Improvement Plan – current projects update and schedule
 - b. Summer events preps; Pig Roast – May 19
 - c. Request permission for beer at the station on Friday before Hog Roast for helpers cutting up pork.
 - d. Contract: Pest control
 - e. Contract: EAM for annual pump testing and maintenance
 - f. Contract: Pierce on refurbishing used truck
 - g. Quotes: crack sealing rear parking lot
 - h. Quote: additional turnout gear locker
- ~~10. **(Insert other Business items here)**~~
11. **Discussion – Define Fire Board Bylaws, Fire Department Bylaws, Fire District Contract**
 - a. Gleanings from Village and Town Ordinances
 - b. Historic records
 - c. Official, written for auditors, citizens, government members
12. **District Operations – Finance and Organizational Structure**
 - a. Address Complaints from firemen and taxpayers/citizens
 - b. Discussion/ Action – Open Records Request
 - c. Discussion/ Action – Accountant = hiring status/ job description
 - d. Discussion/ Action – Banks & Financial institutions – equal access, signature cards, and reports or statements
 - e. Discussion/ Action – Auditing and paying bills process; policy
 - f. Discussion/ Action – Secretary/ Treasurer role; consider splitting responsibilities
 - g. Discussion/ Action – Fire Station Office use, and repository of official records
 - h. Discussion/ Action – Annual budget cycle procedures; policy
 - i. Discussion/ Action – Budget accounts – expanding number of accounts for transparency
13. **Building and Grounds Report**
14. **Chief's Officers:**
 - a. Assistant FD Chief; FD Secretary; FD treasurer (swearing in?)
15. **Future Agenda Items and Meetings (see page two for possible items)**
16. **Next Monthly Fire Board Meeting – Monday, June 4, 7 P.M. at Station**
17. **Adjournment**

MMPW Fire District – Monticello Fire Department

Village of Monticello – Town of Mt. Pleasant – Town of Washington

PO Box 246 / 412 NORTH MAIN ST / Monticello, Wisconsin 53570

Web: <http://www.monticello-fire.org/> E-Mail: monticellofire@tds.net

Phone Numbers: Village Clerk's Office: 608 938-4382 / Village Police Office 608-938-4320

Green County Dispatch Center *Nonemergency number*: 608-328-9400

It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Copy of agenda to be sent to clerk of each municipality comprising fire district. Monticello, Mt. Pleasant, Washington. POST both pages of 2-page agenda.

Questions about Agenda? Contact Tere Dunlap, Fire Board President – t.dunlap@vi.monticello.wi.us, or call Village Clerk's Office: 608-938-4382 to leave a message.

Please Note:

Please note that, upon reasonable notice, all reasonable efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact Fire Chief at Village Clerk's Office: 608-938-4382, or E-Mail: monticellofire@tds.net

This notice may be amended in order to comply with Wisconsin's Open Meetings law. If this notice is amended, the final notice will be posted and provided to the public no later than 24 hours prior to the meeting or no later than 2 hours prior to the meeting, in the event of an emergency.

Possible Future Agenda items

- ✚ Swearing in of Fire Chief- Completed;
 - a. All other Officers and Full-time Staff will be sworn in at the (May) meeting
- ✚ The District Fire Board will convene into closed session pursuant to section 19.85(1)(e), deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: *Contract Service Agreements with other Municipalities.* [The Fire Board (will / will not) return to open session at the conclusion of the closed session.]
- ✚ Discussion – Impact Fee Study
- ✚ Discussion – 5-year Capital Improvement Plan
- ✚ Discussion – County Fire / Emergency Management / Chiefs' meetings
- ✚ Discussion/Action – Policy #xxxxx Paid-on-Call Lieutenant
- ✚ Discussion/Action – Policy #xxx.xx District Health Insurance
- ✚ Discussion/Action – Policy #xxx.xx Employee Benefits
- ✚ Discussion/Action – Policy #xxx.xxx District Purchasing
- ✚ Discussion/Action – Policy #xxx.xxx Driver Requirements
- ✚ Discussion/Action – *Lifequest* Billing Service Agreement
- ✚ Discussion/Action – Resolution; Wisconsin Deferred Compensation Program
- ✚ Discussion/Action – MABAS WI Agreement
- ✚ Discussion/Action – 2018-19 Fire Fees
- ✚ Discussion/Action – 2018-19 Fire Safety Fees
- ✚ Discussion/Action – Ambulance & Highway Refunds

MMPW Fire District – Monticello Fire Department

Village of Monticello – Town of Mt. Pleasant – Town of Washington

PO Box 246 / 412 NORTH MAIN ST / Monticello, Wisconsin 53570

Web: <http://www.monticello-fire.org/> E-Mail: monticellofire@tds.net

Phone Numbers: Fire Chief - Village Clerk's Office: 608-938-4382 / Village Police Office 608-938-4320

Green County Dispatch Center *Nonemergency number*: 608-328-9400