

**Chippewa Fire District Board Meeting Minutes
February 21, 2023, at 17:30 – Lafayette Fire Station**

1. **Meeting called to order by Mr. Staber** per Chapter 19.84 and Chapter 19.85(1)(g) of the Wisconsin State Statutes at 17:30.
2. **Roll Call:** The following members answered present: Mr. Larry Marquardt, Mr. Gary Spilde, Mr. Dave Staber, and Mr. Tom Zwiefelhofer.
3. **Approve Minutes:** Mr. Spilde made a motion to approve the January 17, 2023, Board Meeting Minutes, seconded by Mr. Zwiefelhofer. Motion carried on a unanimous voice vote.
4. **Public Comments:** None.
5. **Convene to Closed Session,** conferring with legal counsel for the governmental body who is rendering oral or written advise concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved regarding an alleged violation of the process set out in section 62.13(6) in the dismissal and reemployment of subordinates. **Mr. Spilde made a motion to convene to closed session, seconded by Mr. Marquardt.** Motion carried on a unanimous roll call vote. Convened at 17:45.
6. **Re Convene to Open Session** and announce any action taken. **Mr. Zwiefelhofer made a motion to re-convene to open session, seconded by Mr. Spilde.** Motion carried on a unanimous roll call vote. Convened at 18:05. Mr. Staber stated the attorney will be handling the situation.
7. **Old Business:**

Mr. Salm stated the Commission has had the SOPs since October and recommended that the District moves forward with them as presented.

 - A. Discuss/Act on Attorney Review on SOP's for Boards Scope of Practice.
 - B. Review SOP 102, Disciplinary Action. Mr. Bernette reviewed the changes to the SOP because it may have a financial impact on the District.
 - C. Review SOP 103, Discipline and Grievance. Mr. Bernette reviewed the changes to the SOP because it may have a financial impact on the District.
8. **New Business:**
 - A. Discuss/Act on 2022 Preliminary Audit as Final. Mr. Nick Goeman from BakerTilly presented a recap of the Audit. Discussion on a Capitalization policy to be put in place. **Mr. Spilde made a motion to approve 2022 Preliminary Audit as Final, seconded by Mr. Zwiefelhofer.** Motion carried on a unanimous roll call vote.
 - B. Discuss Audio of Board Meetings on the District Website. Discussion on the purpose and the cost of a device for recording audio.
 - C. Discuss/Act on AST Letter and Permit Application. Discussion on example letter to send out to tank owners and when to start charging the fee for the inspection. **Mr. Spilde made a motion to send the AST letter out now and start charging the fee for inspection January 1, 2024, seconded by Mr. Zwiefelhofer.** Motion carried on a unanimous voice vote.
9. **Approve Checks and Financial Statement:** Mr. Spilde made a motion to approve Checks and Financial Statement, seconded by Mr. Zwiefelhofer. Motion carried on a unanimous roll call vote.

10. **Chiefs Report:** Report Attached.

11. **Comments from Board Members:** Mr. Staber stated County K bridge will be closed completely for about 4 months this summer and County K from X to Anson town line is being resurfaced.

12. **Next Meeting:** March 21, 2023, at 17:30-Howard Fire Station/Town Hall.

13. **Adjournment:** Mr. Zwiefelhofer made a motion to Adjourn, seconded by Mr. Staber. Motion carried on a unanimous voice vote. Meeting adjourned at 18:39.

Draft minutes to be approved at the March 21st, 2023, Meeting.

Minutes Submitted by:

A handwritten signature in black ink that reads "Rita Erickson". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Rita Erickson, Administrative Assistant