

Minutes
Baraboo District Ambulance Service
Commission Meeting
Baraboo Fire & EMS Station
135 4th Street, Baraboo, WI
Wednesday, July 27, 2022 at 7:00pm

Commissioners Present: Karl Berna, Ed Geick, Dave Kitkowski, Robin Meier, Joel Petty, Randy Puttkamer, Scott Sloan, Tim Stone, Terry Turnquist

Commissioners Excused: Heather Kierzek

Commissioners Absent: Mike Arndt

Others Present: Caleb Johnson, Josh Hecht, Megan Marshall, Leah Wipperfurth

1. **Call to Order:** Commission President Joel Petty called the meeting to order at 7:00pm, noting compliance with Open Meeting Laws, roll call was taken.
2. **Adoption of Agenda:** Motion by Randy Puttkamer, seconded by Ed Geick to adopt agenda. Voice vote, motion carried unanimously.
3. **Approval of Previous Minutes:** Motion by Ed Geick, seconded by Scott Sloan to approve previous minutes from June 22, 2022, and June 28, 2022 Special Meeting. Voice vote, motion carried unanimously.
4. **Public Comments:** None.

Reports

- **Legal Counsel Report** – None.
- **President's Report** – President Joel Petty shared progress on the building of the new EMS/Fire facilities.
- **Treasurer/Financial Report** – Financial reports and cash flow were discussed.
- **Chief's Report** – Chief Johnson introduced Assistant Chief Josh Hecht and shared Assistant Chief Hecht's progress on training. We have three open positions with the promotion and one tentatively filled. Demographic data was presented. FAP funding was received and we received an extra \$24,000. We are working on the 2023 budget and a preliminary draft to be provided at the August meeting. Working on employee performance reviews for August and will look to review Chief's performance in August/September.

Consent Agenda

Discussion and possible action regarding the following items:

1. **Approve check details and online payments for June 16, 2022 – July 15, 2022 in the amount of \$210,478.02.** Motion by Scott Sloan, seconded by Karl Berna to approve. Voice vote, motion carried unanimously.
2. **Write-off of patient accounts in the amount of \$48,747.98, per AMB recommendation.** Motion by Karl Berna, seconded by Terry Turnquist to approve. Voice vote, motion carried unanimously.

New Business

Discussion and possible action regarding the following items:

1. **2021 Financial Audit – Baker Tilly** Leah Wipperfurth gave a presentation on the audit. Motion by Karl Berna, seconded by Ed Geick to accept the 2021 Financial Audit document. Voice vote, motion carried unanimously.

Approved: August 24, 2022

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2. Resolution 2022-05 Authorizing the Issuance of Credit Cards (Caleb) **Motion by Scott Sloan, seconded by Karl Berna to approve. Voice vote, motion carried unanimously.**
3. Resolution 2022-06 Designating Public Depositories and Authorizing Withdrawal of District Monies. (Caleb) **Motion by Scott Sloan, seconded by Terry Turnquist to approve. Voice vote, motion carried unanimously.**
4. UW Hospital and Clinics Healthcare Student Affiliation Agreement (Caleb) **Motion by Tim Stone, seconded by Ed Geick to approve. Voice vote, motion carried unanimously.**
5. Section IX of the current BYLAWS (Caleb) **Chief Johnson noted that Attorney William Cole stated that the signing of the new IGA document will supersede the existing bylaws and if a municipality is seeking to withdraw, they would not be listed on the new IGA. No action needed, for information only.**

Commissioner Comments & Future Agenda Items

- Next Meeting Date: August 24th, 2022
- Reminder: Joint Municipal IGA Review meeting is scheduled for August 16th, 2022 at 7:00 p.m. in the Council Chambers at Baraboo City Hall.

Adjournment - Motion by Robin Meier, seconded by Scott Sloan to adjourn. Voice vote, motion carried unanimously to adjourn.

Respectfully submitted, Megan Marshall, Administrative Assistant