

President Coutts called the meeting to order at 5:30 p.m., at East Side Community Center, 6156 Douglas Avenue, Racine, Wisconsin. Present were

Committee Members: Trustee Wanggaard, President Coutts and Trustee Wishau

Absent: None

Department Managers: Finance Manager Larry Borchert, Village Administrator Tom Lebak, Fire Chief Dick Roeder, and BC Jeff Henningfeld,

NEW BUSINESS

5. Service Agreement/Bus Service

Al Stanek from Belle Urban System, was present. Lebak explained the village is currently operating without a contract. The contract amount was budgeted for but never approved or signed. Lebak said the bus service would extend service in the future, if needed. Stanek explained they will give a guaranteed number each year so it is easy for the village to budget. He explained their process of coming up with a fee for the village. The fee is based on the percent of total miles used. He estimates 2% of their total miles are used by Caledonia. They will bill the village quarterly. When they get audited, if there is an overage, they will refund the village. Trustee Wishau would like to see rider ship numbers. Stanek said this will be provided. Trustee Wanggaard would like to see where the stops are and asked if they could use a smaller bus. Stanek explained they can now get 12 years from a heavy duty bus. Discussion followed on why the bus system using the buses they do. President Coutts asked about the time of service. Stanek read the schedule which includes ½ hour service in the morning, and hourly service through out the day, in the evening and on weekends to Green Tree Center. Trustee Wishau would like a copy of their audit.

Trustee Wishau moved to recommend approval of the service agreement for bus service for 2011 in the amount of \$30,000. Trustee Wanggaard seconded. **Motion carried unanimously.**

UNFINISHED BUSINESS

1. Update on EMS billing hardship policy

Chief Roeder explained the village does have an ordinance addressing hardship. Currently a private company does the billing and if not paid, then sends to collection. Trustee Wanggaard said he feels the village should use the policy that we have in place.

Trustee Wanggaard moved to follow the existing hardship policy as stated in the village ordinance. Trustee Wishau seconded. **Motion carried unanimously.**

2. Replacement of command vehicle/Fire Department

Chief Roeder explained he would like to replace the 2005 pick up. It has 94,000 miles on it and this vehicle is used daily. The current vehicle would be used as back-up support and an older Crown Vic, now serving as back-up vehicle, would be sold.

The conversion would be done locally. It would be outfitted immediately. Henningfeld explained other older vehicles are not set up as a command vehicle. At this time we

would be upgrading the radio equipment. Trustee Wanggaard asked if this vehicle could act as a communication center. Chief Roeder said no. Henningfeld explained they will operate on 3 frequencies and the new vehicle will be able to do that. The old command vehicle only can operate on two. Discussion followed on the method of communication used by the fire department. If we purchase this new vehicle, the old vehicle will be more compatible and is more upgraded than the current back up vehicle.

Henningfeld explained when the command vehicle would be used and who would use it. This vehicle is used 24/7. Trustee Wishau asked questions regarding the function of the command vehicle. Chief Roeder explained what this vehicle will carry and they do need a pick up truck to carry equipment. They do need 4 wheel drive. Trustee Wishau asked why we are replacing the vehicle at 95,000 miles. Trustee Wishau asked if we could use it for one more year. Henningfeld answered that we are going through tires due to the weight of the load, and it has some electrical issues. It will be kept in service and used as a back up. The new vehicle is purchased through the state program and the conversions are done by only a few companies. We have 3 quotes. We would take delivery in about 4-6 weeks. Discussion followed on the type of radios to be used in the new vehicle.

President Coutts asked if this vehicle will be able to serve in 4-5 years from now or do we need a bigger vehicle than what we are proposing. Henningfeld said originally look at a bigger vehicle but feels this sized vehicle would be fine. It is a half ton , 4 wheel drive SUV.

Trustee Wanggaard moved recommend approval of the purchase of a replacement command vehicle for the Fire Department. Trustee Wishau seconded. **Motion carried unanimously.**

3. Update on Station #11 floor drain project

Chief Roeder said after receiving approval from the board, the vendor came back with higher prices than the board approved. Chief Roeder wishes to redo the entire bid process. They will bid out the project to fix the front and put a catch basin only.

Trustee Wishau moved to go back and rebid the project for the update of Station #11 floor drain project. Trustee Wanggaard seconded. **Motion carried unanimously.**

4. Review of account payable checks procedure

Borchert reported that the finance department now groups requests by vendor and do the checks weekly. Some vendors have different addresses to mail remittances to so they may be multiple checks. Trustee Wanggaard asked if we have talked to Network Specialists to see if we can pay them once a month. He still has an issue with multiple checks. Borchert said they will do the same with the other funds and group vendors. Discussion followed on the process of payment. Trustee Wanggaard said we need to work with department heads to coordinate and pay vendors once a month. He feels we are making progress. Trustee Wishau asked the administrator to email department heads to get their PO's done immediately.

NEW BUSINESS

1. Approval of minutes

Trustee Wishau moved, seconded by Trustee Wanggaard to approve the minutes of June 27, 2011 as printed. **Motion carried.**

2. Boiler Replacement/Fire Station No. 12

Chief Roeder said this boiler built in 1976. There are three bids. Just Service Mechanical and Energy Services is the lowest at \$7,200. Asbestos needs to be removed at cost of an additional \$1,250.00. Trustee Wishau said we need to make sure the contractor is insured. The total amount would be \$22,555.00 plus the extra for the asbestos removal. There is money set aside for boiler replacement.

Trustee Wishau moved to approve the boiler replacement for Fire Station No. 12 for the cost of 22,555.00 and an additional \$1,250.00 for the removal of asbestos. Trustee Wanggaard seconded. **Motion carried unanimously.**

4. Disposal of surplus ambulance

Chief Roeder explained this is a 1998 surplus ambulance. He would like to dispose of it. He will ask for sealed bids. He will send notification out to fire departments around the state and take bids.

Trustee Wanggaard moved to approve the disposal of a surplus ambulance. Trustee Wishau seconded. **Motion carried unanimously.**

Trustee Wanggaard moved, seconded by Trustee Wishau to adjourn. Meeting adjourned at 6:53 p.m.

Respectfully submitted,

Sharon Chmielinski
Deputy Clerk