



Southern Ozaukee Fire & EMS Board
MINUTES

DATE: Wednesday, March 12, 2025
LOCATION: 250 Elm Street, Thiensville,
WI
TIME: 5:30 PM

I. CALL TO ORDER

II. ROLL CALL

Mequon

Mayor Andrew Nerbun

Administrator Will Jones

Alderman Greg Bach

Alderman Dale Mayr (Excused)

Citizen Lynn Streeter

Thiensville

President John Rosing

Trustee Kristina Eckert

Administrator Landisch-Hansen

Citizen Doug Chimenti

Alternate Trustee David Lange (Excused)

III. APPROVAL OF MINUTES

A. January 8, 2025 (att)

MOTION to Approve by Alderman Bach **SECONDED** by Citizen Streeter. **MOTION CARRIED UNANIMOUSLY.**

Aye: 6

No: 0

Abstain: 0

IV. PERSONAL APPEARANCES AND PUBLIC COMMENT

A. Personal Appearances and Public Comment: Citizens wishing to address the SOFD Board on any matter not on the agenda may do so at this time. If you desire to be heard

on agenda items, you may be heard when that item is considered on the agenda. The time limit is FIVE minutes.

None

V. FINANCE

A. Review and Action Regarding the 2024 Financial Statement Audit Prepared by Baker Tilly Kirchow Krause, LLP (att)

Wendi Unger from Baker Tilly Virchow Krause, LLP presented the 2024 financial statement audit.

Ms. Unger highlighted that the audit is in draft form due to the actuarial study for post-employment benefits was not yet completed.

The audit report was positive, the information was materially accurate and followed generally accepted accounting principles.

MOTION to Table Until Draft Financial Statements are Finalized by Mayor Nerbun **SECONDED** by Trustee Eckert. **MOTION CARRIED UNANIMOUSLY.**

Aye: 6

No: 0

Abstain: 0

B. Review and Action Regarding Southern Ozaukee Fire & EMS Department Financial Policies (att)

Chief Bialk summarized the final draft of the Southern Ozaukee Fire & EMS Department Financial Policies.

Alderman Bach pointed out that the financial policies can still be amended or changed as needed in the future, but believed this was a great start.

MOTION to Approve the Southern Ozaukee Fire & EMS Department Financial Policies by Alderman Bach **SECONDED** by Citizen Streeter. **MOTION CARRIED UNANIMOUSLY.**

Aye: 6

No: 0

Abstain: 0

VI. PERSONNEL

A. Review and Approve the Southern Ozaukee Fire and EMS Department Employee Manual (att)

Chief Bialk summarized the final draft of the Southern Ozaukee Fire and EMS Department Employee Manual.

Administrator Jones stated that the manual was now in a satisfactory state to adopt and noted that it could also be edited or changed as needed going forward.

MOTION to approve the Southern Ozaukee Fire and EMS Department Employee Manual by Citizen Streeter **SECONDED** by Citizen Chimenti. **MOTION CARRIED UNANIMOUSLY.**

Aye: 6

No: 0

Abstain: 0

VII. OPERATIONS

A. Cedarburg Joint Response Plan (att)

Chief Bialk summarized the Joint Response Plan and highlighted some specific locations that will benefit from the agreement. Namely, the Ozaukee Ice Center, PWSB soccer field.

President Rosing commented that the Joint Response Plan made sense and thanked the Department for the display of cooperation.

MOTION to Approve the Cedarburg Joint Response Plan by Alderman Bach **SECONDED** by Citizen Streeter. **MOTION CARRIED UNANIMOUSLY.**

Aye: 6

No: 0

Abstain: 0

B. Review and Action Regarding Regarding Ladder Truck Fleet and Usage (att)

Chief Bialk explained that the Department had three ladder trucks pre-merger and currently have two. The ladder trucks reach end of service around 2030, at which point the original plan was to reduce to one truck.

Chief Bialk further explained that after looking at the response data it becomes clear that one truck is likely not needed as it had only been on two calls in 2024.

Chief Bialk mentioned that there are plenty of ladder trucks available in the area should more than one be needed. That fact, combined with the fact that selling one truck could still net some value, would support reducing the number of ladder trucks in the department to just one.

Citizen Chimenti asked what determines the end of life time period for the ladder trucks.

Chief Bialk answered that there were certain standards held by the National Fire Protection Association. Trucks older than 25 years are often hard to source replacement parts for as well.

President Rosing inquired on how it is decided which truck is sold and where the funds will go.

Chief Bialk believed that the decision would fall to the fire chief. The funds would be directed to the Capital Fund.

MOTION to Approve Chief Bialk to Pursue Sale of one of the the Southern Ozaukee Fire & EMS Department's Ladder Trucks by Alderman Bach **SECONDED** by Citizen Streeter. **MOTION CARRIED UNANIMOUSLY.**

Aye: 6

No: 0

Abstain: 0

Roll Call Vote

Aye: Nerbun, Jones, Bach, Rosing, Streeter, Eckert, Chimenti

No: none

MOTION CARRIED UNANIMOUSLY

VIII. GOVERNANCE

A. 2025 Workplan Update and Action Items (att)

Chief Bialk provided the updates to the 2025 work plan.

The Board discussed the importance of continuous improvement and strategic planning and floated the possibility of making this item a part of every meeting going forward.

Alderman Bach inquired if this plan could be used to inform the 2026 plan in the future.

Chief Bialk replied that it was possible to carry items forward if needed.

B. Review and Action Regarding Strategic Planning Update and Stakeholders List (att)

Citizen Streeter described the invitations, interviews, department planning session, packets, and timeline for the Strategic Planning Meeting.

Administrator Landisch-Hansen requested that Director of Public Works and Community Services Andy LaFond be added to the stakeholders list.

Mayor Nerbun suggested adding Brian Sajdak to the stakeholders list as well.

IX. ADJOURN TO CLOSED SESSION

MOTION to Adjourn to Closed Session at 6:34 PM by Mayor Nerbun **SECONDED** by Trustee Eckert. **MOTION CARRIED UNANIMOUSLY.**

Aye: 6

No: 0

Abstain: 0

Roll Call Vote

Aye: Nerbun, Bach, Rosing, Streeter, Eckert, Chimenti

No: none

MOTION CARRIED UNANIMOUSLY

A. Review Personnel Evaluation of the Fire Chief: The Board may convene into closed session pursuant to Wis. Stat. § 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and then may reconvene into open session to take such action as deemed appropriate.

X. RECONVENE IN OPEN SESSION

MOTION to Reconvene in Open Session at 6:54 PM by Citizen Chimenti **SECONDED** by Trustee Eckert. **MOTION CARRIED UNANIMOUSLY.**

Aye: 6

No: 0

Abstain: 0

The Board thanked the Chief for his service.

A. Possible Action Regarding Closed Session Topic

None

XI. REVIEW DATE OF NEXT MEETING

A. May 14, 2025

XII. ADJOURNMENT

MOTION to Adjourn at 6:55 PM by Mayor Nerbun **SECONDED** by Citizen Streeter. **MOTION CARRIED UNANIMOUSLY.**

Aye: 0

No: 0

Abstain: 6

Submitted by,

Ben Honeck
Deputy clerk

Signed by,

Colleen Landisch-Hansen
Village Administrator/Clerk

Submitted by,

Ben Honeck
Deputy clerk

Signed by,

Colleen Landisch-Hansen
Village Administrator/Clerk