

**MEETING OF THE
WALES / GENESEE JOINT FIRE BOARD
May 12, 2015**

Vice President called the meeting to order at 7:00P.M. Public meeting notice was verified. Agenda was faxed to the Index, Waukesha Freeman, and the Milwaukee Journal Sentinel and was posted at the Village of Wales and the Town of Genesee.

ROLL CALL

Dave Kilpatrick, Irene Ridgeman, Carl Millard, Jerome Kluessendorf and Brian Runde were present. Also present was Chief Jim Moon, Brian Anderson and Judy Runde. Tom Hardin was not present. Pete Feaman with IPS payroll service also present.

PAYROLL SERVICE

Pete Feaman gave us a presentation for the services that IPS has to offer.

They have been in business for 5 years. At this time they have 5 employees. They have 300 companies that they do payroll service for. A cloud base platform-IT product is used for the storage of information on computers. They will do all payroll checks-2 full time employees- 3-8 part time employees on a bi-weekly payroll, paid on call-weekend duty –stand by, officer wages done on a quarterly basis. Weekend duty crew- year end payout done at end of year. All checks will be done as direct deposit per request of the FireBoard. All tax reporting, new hire reporting, W2's will be done by IPS. A journal entry will be done and given to Judy after each payroll so that can be posted into our system. IPS does not request any contract.

Discussion was done after Pete left. There were some concerns on when the payroll service should take over. Should it wait until the end of the year or anytime. Judy stated that it could be done anytime IPS would prefer at the beginning of a month. All payroll information would be taken from our system and transferred to their system so they can do W2's at then end of the year. Irene would like to see a written proposal with the dollar figures, background, references and security procedures. Irene will contact IPS to receive this information before next months meeting.

MINUTES

Carl Millard made a motion to approve the April 14, 2015 minutes with a change to the payroll service. It should state that pending on meeting with IPS at next month's meeting. Jerry Kluessendorf seconded the motion and it was carried unanimously.

CHIEF'S REPORT

Received the April 2015 Fire/EMS Monthly report which will be kept on file. Total calls for April was 55. Total calls year to date 176. 28 calls year to date for the new area that is being covered in the Town of Genesee.

Chief Jim Moon asked the FireBoard if he should apply for the DNR forest protection grant the maximum of this grant would be \$25,000.00 with a 50% match. This would be for a purchase of an ATV-trailer-skid unit. This would be used for grass fires and rescues on the bike trailer. FireBoard stated that at this time Chief should not apply for this grant.

Chief Jim Moon has some concerns regarding reaching the revenue of \$160,000.00 that is in the 2015 budget.

Specs have been written for the new fire truck. Should have dollar amount by the end of the week. Then a presentation will be done to both of the municipalities. Possible delivery of truck in January of 2016.

CHECK SIGNERS FOR LIFEQUEST

Brian Runde made a motion to approve Dave Kilpatrick and Carl Millard as checks signers for the Hometown Bank with Lifequest. Irene Ridgeman seconded the motion and it was carried unanimously.

LIFEQUEST

Received \$16,801.94 in receivable from LifeQuest for the month of April 2015. The total for the year is \$\$51,753.32.

VOUCHERS

Jerry Kluessendorf made a motion to approve the vouchers for \$45,894.92. Carl Millard seconded the motion and it was carried unanimously.

CORRESPONDENCE

Received a report for Fire station, Future Plan for 5 year and 10 year will be kept on file.

NEW BUSINESS

Brian Runde will order a plaque to present to Al Behnke for all of the years of service that he has given to the Wales Genesee Joint FireBoard.

Next meeting date June 9, 2015.

Carl Millard made a motion to adjourn the meeting at 8:43p.m. Jerry Kluessendorf seconded the motion and it was carried unanimously.

Submitted by:
Judy Runde
Secretary/Treasurer

DRAFT