

Fire Rescue Task Force

February 13, 2014

6:00 p.m.

City Manager Conference Room

City of Whitewater Municipal Building

312 W Whitewater Street, Whitewater, Wisconsin

AMENDED AGENDA (as of 02.11.14 - 9:05 a.m).

AMENDED AGENDA (as of 02.11.14 – 10:00 a.m.)

AMENDED AGENDA (as of 02.11.14 10:40 a.m.)

(Agenda amended to add statement regarding council members
and changes to item 3)

Member of the Task Force are: Don Gregoire (Fire Chief), Todd Lindert (Rescue), Jan Bilgen (Police Commission), Ken Kidd (Council), Phil Frawley (Council), Cameron Clapper (City Manager)

1. Call to order and roll call.
2. Approve minutes from the January 28, 2014 meeting
3. **Follow-up on changes to previously discussed items**
4. Discussion of internal organizational structure options
5. Confirmation of next meeting dates:

February 27, 6:00 p.m.

March 13, 6:00 p.m.

March 20, 6:00 p.m.

6. Adjourn

*There may be a quorum of Whitewater Common Council members present at this meeting.
No Council business will be conducted.*

*Anyone requiring special arrangements is asked to call the office of the
City Manager/ City Clerk at least 24 hours prior to the meeting.*

Fire Rescue Task Force

January 28, 2014

7:30 p.m.

City Manager Conference Room

City of Whitewater Municipal Building

312 W Whitewater Street, Whitewater, Wisconsin

MINUTES

1. Call to order and roll call.

Meeting was called to order by Ken Kidd at 7:35 p.m. Present: Don Gregoire (Fire Chief), Todd Lindert (Rescue), Jan Bilgen (Police Commission), Ken Kidd (Council), Phil Frawley (Council), Cameron Clapper (City Manager. Absent: None. Also present: Bob Gabbey, Mike Higgins, Patrick Singer (Council), Lynn Binnie (Council).

2. Approve minutes from the January 16, 2014 meeting.

It was moved by Lindert, seconded by Bilgen to approve the minutes for the January 16 meeting of the fire rescue task force with the changes listed below. Ayes: Gregoire, Lindert, Bilgen, Kidd, Frawley, Clapper. Noes: None. Absent: None.

- a. Todd Lindert and Bob Gabbey were included as present at the meeting on January 16.
- b. Under the discussion of needs and goals for the fire department, compensation for fire department officers was included in the minutes.
- c. Under discussion of the needs and goals of rescue, item (8) was reworded to include "Insure that 1st truck is fully staffed" and to add item (9) concerning mending differences between Fire Department officers and volunteers.
- d. Under presentation of balance sheet regarding Fire Department and Rescue the cost of operations is to be included.

3. New developments

Don Gregoire provided task force members with a copy of a single sheet budget report including rural account expenses for the fire department. Budget is included in packet materials for January 28 meeting.

4. Discussion of potential organizational models

Cameron Clapper provided a PowerPoint presentation on alternatives for organizational structure. Task force members discussed the alternatives presented and agreed that a non-stock corporation would likely be the most advantageous alternative to pursue. Fire department officers will continue moving forward on developing a temporary agreement between the fire department and the city as recommended by ESCI in 2013. Fire department officers will look at preliminary paperwork and requirements for an incorporation of the fire department and have also identified an attorney to assist with the updating of existing bylaws. The PowerPoint has been included with the packet materials in the permanent record for the meeting.

5. Confirmation of next meeting dates:

February 27 was not included in the list of dates for future meetings. The list of dates is as follows:

February 13, 2014 at 6:00 p.m.

February 27, 2014 at 6:00 p.m.

March 13, 2014 at 6:00 p.m.

March 20, 2014 at 6:00 p.m.

6. Adjourn.

A motion by Lindert, seconded by Frawley to adjourn. Ayes: Gregoire, Lindert, Bilgen, Kidd, Frawley, Clapper. Noes: None. Absent: None. The meeting adjourned at 8:45 p.m.

Whitewater Fire Department

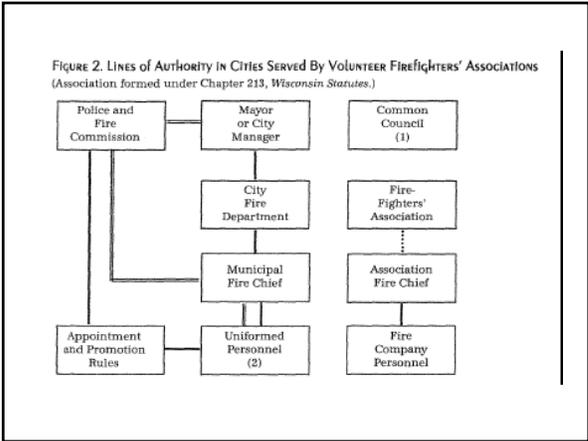
Organizational Structure Options

- ### Strategies for Fire Service Provision
- (LWM HDBK Pgs 317-20 / LWM PFC Pgs 9-10 / Wis.Stat. 180, 181, 184, and 213)
- Municipal Fire Department
 - Municipally Owned just as DPW or PD.
 - Reports to PFC just as PD as outlined by state statute.
 - Contracting with Other Municipalities
 - Contract with an outside municipal Fire Department
 - No local department
 - Creating a Joint Department
 - Contracting with Fire Protection Company

- ### Strategies for Fire Service Provision
- (LWM HDBK Pgs 317-20 / LWM PFC Pgs 9-10 / Wis.Stat. 180, 181, 184, and 213)
- Creating a Joint Department
 - Usually by Intergovernmental Agreement
 - Contracting with Fire Protection Company
 - Usually with an NGO - Corporation

- ### Organizational Structures
- (LWM HDBK Pgs 317-20 / LWM PFC Pgs 9-10 / Wis.Stat. 180, 181, 184, and 213)
- Municipal Fire Department
 - Ch. 213 Volunteer Fire Company
 - Ch. 181 Non-Profit Non-Stock Corporation
 - Ch. 180 Business Corporation
 - Ch. 184 Non-Profit Association

- ### Chapter 213 Fire Association
- Usually established by an agreement with the City Council, the organization usually includes all volunteer firefighters and may or may not hold ownership of equipment but unknown on facility ownership.
 - Chief and officers are elected by membership of the association independent of any input from municipality.
 - Municipality may or may not appoint/hire certain full or part-time positions to assist with the administration of the department (i.e. chief, admin assistant, other officers).



Chapter 213 Fire Association

- Messy...Questions of liability, department accountability, performance evaluation, skill development and training, qualifications for officers, operational policies and procedures are unclear and would need to be clearly defined by way of an agreement.
- Also unclear is how rules change when the association provides service to areas outside the municipal jurisdiction.

Ch. 180 & Ch. 181 Corporations

- Most Fire Districts and Fire Service Associations are incorporated through "Articles of Incorporation" under the Wisconsin Non-Stock Corporation Law (ss 181, Wis. Stats.).
- True Corporation, the organization is a separate entity from the municipality and agreements for services are outlined by contract/agreement.
- Board of Directors Manages the affairs of the corporation and maintains authority over the selection/appointment of the Chief and all Officers. The principals of non stock-nonprofit corporations may be private individuals, or municipalities with direct representation on the board of directors.

Ch. 180 & Ch. 181 Corporations

- Board of Directors Manages the affairs of the corporation.
- Two examples of this type of organization already in existence would be the Whitewater University Technology Park Board and the soon to be established Whitewater Economic Development Corporation/Entity.

Definition of a Fire District

A fire protection district is a nonprofit municipal corporation or inter- governmental entity formed for the mutual benefit of providing fire protection and associated services to each governmental entity involved. Generally, the governing body of the fire district is a board or commission consisting of representatives of each municipal entity under the jurisdiction of the fire district. The main advantage of a fire district is administrative representation and financial equity, based upon a predetermined factor. The fire protection district board develops a budget for district operations, which is then procured through tax levy by each municipal entity in the district. The fire district should be supported by an Agreement signed by all member municipal entities and registered or recorded with the Secretary of State. In some cases a municipality, (city or village) may be required to adopt a municipal ordinance to compliment the Agreement. Chapter 66.0301 and 66.03125 (Mutual Assistance) may be used for guidance. There is no statutory reference to "Fire Districts" in Wisconsin. (source: Wisconsin Fire Service Guidebook 5th Edition, Wisconsin Department of Commerce, June 2010)