Eagle Municipal Building Meeting
Approved

Call to order

Meeting called to order by Chairman J. Frisch at 7:00 pm on August 9, 2016

Pledge of Allegiance

Pledge of Allegiance led by Chairman J. Frisch

Roll Call

J. Mann (excused), A. Rasmussen (present), B. Kwiatkowski (present), R. Spurrell (present), J. Frisch (present)

Public comment

No Public comment

Approval of July 12, 2016 meeting minutes

Motion by R. Spurrell to approve July 12th meeting minutes, seconded by B. Kwiatkowski. Motion carries 3-0-1 with A. Rasmussen abstaining.

Approval of August's Treasurer's report/accounts payable

Motion by B. Kwiatkowski to approve August's Treasurer's report/accounts payable, seconded by A. Rasmussen. Motion carries unanimously (4-0)

Discussion/Action regarding parking lot seal and striping bid

R. Spurrell presented two bids for this job. He further stated S. Deegan recommended putting the money in savings then shave and repave the whole parking lot. Because money has been budgeted for sealing and striping, it is recommended by the board to move forward with the striping and sealing this year. Motion by A. Rasmussen to approve B. Engel Asphalt Maintenance in the amount of $3530 to seal and stripe the municipal parking lot. Seconded by B. Kwiatkowski. Motion carries unanimously (4-0)

Adjournment

Motion to adjourn by R. Spurrell, seconded by A. Rasmussen. Motion carries unanimously (4-0). Meeting adjourned at 7:10 pm by Chairman J. Frisch.

Fire Station Building Meeting
Approved

Call to order

Meeting called to order by Chairman J. Frisch at 7:10 pm on August 9, 2016

Roll call

Remains the same. Also present Acting Chief B. Hein and Deputy Chief (EMS) S. Wilton.

Public comment

No Public comment

Approval of July 12, 2016 meeting minutes

Motion by R. Spurrell to approve July 12th meeting minutes, seconded by B. Kwiatkowski. Motion carries 3-0-1 with A. Rasmussen abstaining.

Approval of August's Treasurer's report/accounts payable

Minor discussion on the high WE Energies bill. Motion by B. Kwiatkowski to approve August's Treasurer's report/accounts payable, seconded by A. Rasmussen. Motion carries unanimously (4-0)

Update on status of bay wall cleaning and painting bid

B. Hein supplied a quote from Lakeside Painting in the amount of $19,800. General discussion took place regarding the procedure. A couple more companies were suggested and J. Frisch offered to secure more quotes.

Adjournment

Motion to adjourn by R. Spurrell, seconded by B. Kwiatkowski. Motion carries unanimously (4-0). Meeting adjourned at 7:17 pm by Chairman J. Frisch.

Fire Department Operations Meeting

Approved

Call to order

Meeting called to order by Chairman B. Kwiatkowski at 7:17 pm on August 9, 2016

Roll call

Remains the same.

Public comment

No Public comment

Approval of July 12, 2016 meeting minutes

Motion by J. Frisch to approve July 12th meeting minutes, seconded by R. Spurrell. Motion carries 3-0-1 with A. Rasmussen abstaining.

Approval of August's Treasurer's report/accounts payable

Motion by J. Frisch to approve August's Treasurer's report/accounts payable, seconded by A. Rasmussen. Motion carries unanimously (4-0)

a. **Review of unbudgeted expenses report**

General discussion and questions regarding items listed as non-budgeted.

Secretary's report

a. **Discussion/Action regarding name/title for banking and tax purposes**

The secretary reported the name the Federal EIN is registered to and the name the State withholding number is registered to, are not the same but need to be. Further, the Fire Department does not have a Tax Exempt number. The Fire Board will need to decide what name they want registered with the State and the IRS as well as the bank accounts. Once decided, all documentation will be submitted to the State to apply for a tax exempt number and change the registered name as well as with the IRS and Bank so they have the same name.

The name must match the agreement approved and signed by the Town and Village Boards when changing from a Fire Commission to a Fire Board. Motion by R. Spurrell for Debbie to proceed with the name and the agreement confirmation that it is Eagle Fire District, seconded by A. Rasmussen. Motion carries unanimously (4-0)

Additionally under the secretary's report it was reported there is an old payroll check from January of 2015 that has not cleared the bank yet. It was recommended that the Acting Chief and Secretary work out the details of this and contact the employee.

Discussion/Action regarding Fire Department credit cards

Once the name change is recorded and in effect, then the Fire Department will secure their own credit cards, separate from the Town's accounts. Motion by B. Kwiatkowski to table the credit card action until the name issues are resolved, seconded by J. Frisch. Motion carries unanimously (4-0)

Discussion/Action to approve HR policy

Minor discussion regarding FMLA, noting that it is not required if there are under 50 employees. Due to the fact that it doesn't cost anything to leave it in the policy, it will be left in the policy as is. A few minor wording corrections were recommended. Clarification on the grievance policy is needed.
Motion by B. Kwiatkowski to approve the HR policy with clarifications on the grievance policy, seconded by J. Frisch. Motion carries unanimously (4-0)

Status of the Fire Department budget for 2017

B. Hein handed out the preliminary 2017 budget. General discussion followed.

Review of overtime hours and pay

Spreadsheet of accumulated overtime hours and pay was reviewed.

Officer's report: Fire Chief

a. **Summary report of Medical, Fire and EMS/Fire Calls**
   Report handed out by Acting Chief B. Hein.
b. **Detail report of Medical, Fire and EMS/Fire Calls**
   Report handed out by Acting Chief B. Hein. Andres Billing aging report handed out.
c. **Paid on call hours worked summary**
   Report handed out by Acting Chief B. Hein.

Adjournment

Motion to adjourn by R. Spurrell, seconded by A. Rasmussen. Motion carries unanimously (4-0).
Meeting adjourned at 8:25 pm by Chairman B Kwiatkowski.