

Village of Mukwonago
Town of Mukwonago
PROTECTIVE SERVICES COMMITTEE MEETING
FIRE AND AMBULANCE DEPARTMENT
Notice of Meeting and Agenda
Monday, February 18, 2019

Time: **6:30 p.m.**
Place: **Mukwonago Village Hall, 440 River Crest Ct**

1. Call to Order
2. Comments from the Public
3. Approval of minutes for the January 14, 2019 regular meeting

4. New Business

Discussion and Possible Action on the Following Items

- A. ARIF – 4G Modem Upgrades for LP15 Monitors
- B. Referendum Report
- C. 5-Year Capital Plan Review
- D. Memorandum of Understanding PSC Agreement
- E. Expenditures and Revenues Year to Date
- F. Fire and Ambulance Reports for January 2019

(This item is a report from Staff to Committee members. No discussion or action shall take place by Committee members unless otherwise listed below.)

5. Adjournment

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Village Clerk's Office, 440 River Crest Court, (262) 363-6420, Option 4 or the Town Clerk's Office, W320S8315 Beulah Road, (262) 363-4555.

VILLAGE OF MUKWONAGO/ TOWN OF MUKWONAGO
JOINT PROTECTIVE SERVICE COMMITTEE MINUTES
(FIRE AND AMBULANCE DEPARTMENT)
FROM MONDAY, JANUARY 14, 2019

The meeting was called to order at 6:30PM at the Mukwonago Town Hall located at W320S8315 Beulah Road, Mukwonago, WI 53149. Present were Town Chairman Peter Topczewski, Town Supervisor Lyle Boucher, Town Supervisor Richard Wrasman, Village Trustee (Chair) Darlene Johnson, Village Trustee Karl Kettner, and Village Trustee Jason Wamser. Also present, Town Administrator Kathy Karalewitz, Fire Chief Jeffrey Stien, and in the audience, Town Police Sergeant Eric Schmidt.

No comments were made by the public.

Joint New Business

Item A. Referendum Committee.

Fire Chief Stien shared a spreadsheet from eight municipalities who sought some type of Protective Service referendums. The information showed timelines, a spreadsheet, questions and concerns that citizenry shared regarding needs of the community. The facts would be shared with the public before we would proceed with a referendum. The question was asked what is the timeline for a referendum, and the Fire Chief seemed to believe it could take 5 months to one year before it could be on the ballot (possibly 2020 after April, which is a presidential election year). Trustee Wamser asked "who are the members of the referendum committee?" Fire Chief Stien stated that the entire Joint Protective Service Committee is the Referendum Committee.

Item B. Expenditures and Revenues Year to Date. The Joint Protective Service board reviewed reports, and no committee member had any concerns.

Item C. Fire and Ambulance Reports for December 2018 were discussed, and no committee member had issues or questions.

Motion was made by Supervisor Lyle Boucher, and second by Trustee Kyle Kettner to adjourn the Joint Protective Service Committee meeting at 6:45PM., and Village of Mukwonago Board members left the Town Hall.

Minutes of Joint Protective Services meeting taken by Village Trustee Darlene M Johnson



Village of Mukwonago

AGENDA ITEM REQUEST FORM

Committee/Board:	Protective Services
Topic:	LP15 Monitor 4G Modem Upgrades
From:	Jeff Stien, Fire Chief
Department:	Fire Department
Presenter:	Jeff Stien
Date of Committee Action (if required):	02-18-19
Date of Village Board Action (if required):	02-20-19

Information

Subject:

LP15 Monitor 4G Modem Upgrades

Background Information/Rationale:

The modems for the cardiac monitors will no longer be usable by the end of 2019. The modems need to be upgraded to the 4G system.

Key Issues for Consideration:

There will be no service to transmit information to the hospital or to the patient care reports without the upgrade.

Fiscal Impact (If any):

\$3,615.00 total for the 5 units. Previously the boards had approved the sale of the LUCAS 2 units (\$9,500.00) and money was placed in a designated fund for purchases. Since this was an unbudgeted costs I am requesting that we use some of the funds from that account.

Requested Action by Committee/Board:

Recommendation to use funding from the sale of the LUCAS 2 equipment for the 4G modem upgrades.

Attachments

- Physio Control 4G Modem Upgrade quote
-

VILLAGE OF MUKWONAGO
Expenditure Guideline - Fire Dept
Current Period: January 2019

Account Descr	2019 Adopted	2019 YTD Budget	2019 YTD Amt	YTD Balance	%YTD Budget	Fund
Fund 150 FIRE/AMBULANCE FUND						
Cat 5140 ADMINISTRATIVE & GENERAL						
E 150-5140-5110 Salaries & Wages	\$0.00	\$20,610.00	\$1,717.50	\$18,892.50	8.33%	150
E 150-5140-5112 Social Security	\$0.00	\$1,605.00	\$133.75	\$1,471.25	8.33%	150
E 150-5140-5152 Retirement	\$0.00	\$1,650.00	\$137.50	\$1,512.50	8.33%	150
E 150-5140-5154 Health	\$0.00	\$1,940.00	\$500.44	\$1,439.56	25.80%	150
E 150-5140-5159 Other Fringe Benefits	\$0.00	\$22.00	\$1.83	\$20.17	8.32%	150
Cat 5140 ADMINISTRATIVE & GENERAL	\$0.00	\$25,827.00	\$2,491.02	\$23,335.98	9.65%	
Cat 5221 FIRE ADMINISTRATION						
E 150-5221-5110 Salaries & Wages	\$0.00	\$461,092.00	\$22,167.17	\$438,924.83	4.81%	150
E 150-5221-5111 Overtime	\$0.00	\$37,575.00	\$2,794.04	\$34,780.96	7.44%	150
E 150-5221-5112 Social Security	\$0.00	\$38,148.00	\$1,836.25	\$36,311.75	4.81%	150
E 150-5221-5152 Retirement	\$0.00	\$53,457.00	\$2,675.85	\$50,781.15	5.01%	150
E 150-5221-5154 Health	\$0.00	\$109,873.00	\$11,160.33	\$98,712.67	10.16%	150
E 150-5221-5159 Other Fringe Benefits	\$0.00	\$3,802.00	\$14.83	\$3,787.17	0.39%	150
E 150-5221-5219 Professional Services	\$0.00	\$40,726.00	\$653.00	\$40,073.00	1.60%	150
E 150-5221-5221 Water-Sewer	\$0.00	\$2,200.00	\$0.00	\$2,200.00	0.00%	150
E 150-5221-5222 Electric	\$0.00	\$19,000.00	\$2,260.05	\$16,739.95	11.90%	150
E 150-5221-5225 Telephone	\$0.00	\$14,000.00	\$0.00	\$14,000.00	0.00%	150
E 150-5221-5226 Insurance Premiums	\$0.00	\$54,000.00	\$22,796.01	\$31,203.99	42.21%	150
E 150-5221-5311 Supplies	\$0.00	\$6,000.00	\$178.16	\$5,821.84	2.97%	150
E 150-5221-5313 Fire Prevention Materials	\$0.00	\$2,750.00	\$0.00	\$2,750.00	0.00%	150
E 150-5221-5324 Membership Dues	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%	150
E 150-5221-5335 Training & Travel	\$0.00	\$7,000.00	\$43.84	\$6,956.16	0.63%	150
E 150-5221-5346 Clothing Allowance	\$0.00	\$3,500.00	\$149.97	\$3,350.03	4.28%	150
E 150-5221-5395 Repairs & Maintenance	\$0.00	\$500.00	\$0.00	\$500.00	0.00%	150
Cat 5221 FIRE ADMINISTRATION	\$0.00	\$855,623.00	\$66,729.50	\$788,893.50	7.80%	
Cat 5222 FIRE SUPPRESSION						
E 150-5222-5110 Salaries & Wages	\$0.00	\$15,000.00	\$572.14	\$14,427.86	3.81%	150
E 150-5222-5112 Social Security	\$0.00	\$1,148.00	\$43.74	\$1,104.26	3.81%	150
E 150-5222-5152 Retirement	\$0.00	\$650.00	\$27.39	\$622.61	4.21%	150
E 150-5222-5311 Supplies	\$0.00	\$6,000.00	\$0.00	\$6,000.00	0.00%	150
E 150-5222-5346 Clothing Allowance	\$0.00	\$3,000.00	\$50.00	\$2,950.00	1.67%	150
E 150-5222-5351 Motor Fuel & Oil	\$0.00	\$7,000.00	\$0.00	\$7,000.00	0.00%	150
E 150-5222-5395 Repairs & Maintenance	\$0.00	\$35,000.00	\$279.26	\$34,720.74	0.80%	150

VILLAGE OF MUKWONAGO
Expenditure Guideline - Fire Dept
Current Period: January 2019

Account Descr	2019 Adopted	2019 YTD Budget	2019 YTD Amt	YTD Balance	%YTD Budget	Fund
Cat 5222 FIRE SUPPRESSION	\$0.00	\$67,798.00	\$972.53	\$66,825.47	1.43%	
Cat 5223 FIRE TRAINING						
E 150-5223-5110 Salaries & Wages	\$0.00	\$37,000.00	\$822.35	\$36,177.65	2.22%	150
E 150-5223-5112 Social Security	\$0.00	\$2,831.00	\$62.88	\$2,768.12	2.22%	150
E 150-5223-5152 Retirement	\$0.00	\$1,800.00	\$27.82	\$1,772.18	1.55%	150
E 150-5223-5311 Supplies	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%	150
E 150-5223-5335 Training & Travel	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%	150
Cat 5223 FIRE TRAINING	\$0.00	\$44,631.00	\$913.05	\$43,717.95	2.05%	
Cat 5231 AMBULANCE						
E 150-5231-5110 Salaries & Wages	\$0.00	\$180,785.00	\$14,503.99	\$166,281.01	8.02%	150
E 150-5231-5112 Social Security	\$0.00	\$13,830.00	\$1,104.08	\$12,725.92	7.98%	150
E 150-5231-5152 Retirement	\$0.00	\$8,000.00	\$312.06	\$7,687.94	3.90%	150
E 150-5231-5154 Health	\$0.00	\$1,000.00	\$237.73	\$762.27	23.77%	150
E 150-5231-5159 Other Fringe Benefits	\$0.00	\$0.00	-\$9.29	\$9.29	0.00%	150
E 150-5231-5219 Professional Services	\$0.00	\$68,700.00	\$0.00	\$68,700.00	0.00%	150
E 150-5231-5311 Supplies	\$0.00	\$50,000.00	\$1,874.11	\$48,125.89	3.75%	150
E 150-5231-5315 Postage	\$0.00	\$600.00	\$20.22	\$579.78	3.37%	150
E 150-5231-5351 Motor Fuel & Oil	\$0.00	\$12,000.00	\$0.00	\$12,000.00	0.00%	150
E 150-5231-5395 Repairs & Maintenance	\$0.00	\$15,000.00	\$0.00	\$15,000.00	0.00%	150
Cat 5231 AMBULANCE	\$0.00	\$349,915.00	\$18,042.90	\$331,872.10	5.16%	
Cat 5232 AMBULANCE TRAINING						
E 150-5232-5110 Salaries & Wages	\$0.00	\$15,000.00	\$276.10	\$14,723.90	1.84%	150
E 150-5232-5112 Social Security	\$0.00	\$1,224.00	\$20.45	\$1,203.55	1.67%	150
E 150-5232-5152 Retirement	\$0.00	\$800.00	\$17.04	\$782.96	2.13%	150
E 150-5232-5311 Supplies	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%	150
E 150-5232-5324 Membership Dues	\$0.00	\$500.00	\$0.00	\$500.00	0.00%	150
E 150-5232-5335 Training & Travel	\$0.00	\$2,200.00	\$0.00	\$2,200.00	0.00%	150
Cat 5232 AMBULANCE TRAINING	\$0.00	\$20,724.00	\$313.59	\$20,410.41	1.51%	
Cat 5700 CAPITAL OUTLAY EXPENDITURES						
E 150-5700-5713 Fire Dept Capital Equip	\$0.00	\$17,000.00	\$0.00	\$17,000.00	0.00%	150
E 150-5700-5714 Ambulance Capital Equip	\$0.00	\$17,000.00	\$0.00	\$17,000.00	0.00%	150
E 150-5700-5721 Fire Administration	\$0.00	\$2,000.00	\$0.00	\$2,000.00	0.00%	150
Cat 5700 CAPITAL OUTLAY EXPENDITURES	\$0.00	\$36,000.00	\$0.00	\$36,000.00	0.00%	
Cat 5900 OTHER FINANCING USES						

VILLAGE OF MUKWONAGO
Expenditure Guideline - Fire Dept
Current Period: January 2019

Account Descr	2019 Adopted	2019 YTD Budget	2019 YTD Amt	YTD Balance	%YTD Budget	Fund
E 150-5900-5925 Transfer to Designated Funds	\$0.00	\$32,546.00	\$0.00	\$32,546.00	0.00%	150
Cat 5900 OTHER FINANCING USES	\$0.00	\$32,546.00	\$0.00	\$32,546.00	0.00%	
Fund 150 FIRE/AMBULANCE FUND	\$0.00	\$1,433,064.00	\$89,462.59	\$1,343,601.41	6.24%	

VILLAGE OF MUKWONAGO
Expenditure Guideline - Fire Dept
Current Period: January 2019

Account Descr	2019 Adopted	2019 YTD Budget	2019 YTD Amt	YTD Balance	%YTD Budget	Fund
	\$0.00	\$1,433,064.00	\$89,462.59	\$1,343,601.41	6.24%	

VILLAGE OF MUKWONAGO
Revenue Guideline - Fire Dept
January 2019

Act Status	Account Descr	2019 Adopted	2019 YTD Budget	2019 YTD Amt	YTD Balance	%YTD Budget	Fund
Fund 150 FIRE/AMBULANCE FUND							
Cat 4100 TAXES							
Active	R 150-4100-4111 General Property Tax	\$0.00	\$218,484.00	\$18,207.00	\$200,277.00	8.33%	150
Cat 4100 TAXES		\$0.00	\$218,484.00	\$18,207.00	\$200,277.00	8.33%	
Cat 4300 INTERGOV T REVENUES							
Active	R 150-4300-4344 EMS Act102 Grant	\$0.00	\$6,000.00	\$0.00	\$6,000.00	0.00%	150
Cat 4300 INTERGOV T REVENUES		\$0.00	\$6,000.00	\$0.00	\$6,000.00	0.00%	
Cat 4600 PUBLIC CHARGES FOR SERVICES							
Active	R 150-4600-4304 Treasurer s Fees	\$0.00	\$4,000.00	\$306.00	\$3,694.00	7.65%	150
Active	R 150-4600-4716 Paramedic Ride-Along Fee	\$0.00	\$50.00	\$0.00	\$50.00	0.00%	150
Cat 4600 PUBLIC CHARGES FOR SERVICES		\$0.00	\$4,050.00	\$306.00	\$3,744.00	7.56%	
Cat 4620 PUBLIC SAFETY							
Active	R 150-4620-4320 Fire Dept Charges for Services	\$0.00	\$3,000.00	\$180.00	\$2,820.00	6.00%	150
Active	R 150-4620-4325 Ambulance County Collections	\$0.00	\$20,000.00	\$0.00	\$20,000.00	0.00%	150
Active	R 150-4620-4730 Ebix Ambulance Revenue	\$0.00	\$536,175.00	\$79,481.64	\$456,693.36	14.82%	150
Active	R 150-4620-4737 Ebix Fire Revenue	\$0.00	\$10,500.00	\$0.00	\$10,500.00	0.00%	150
Active	R 150-4620-4741 Ebix Interfacility ALS& BLS	\$0.00	\$327,051.00	\$0.00	\$327,051.00	0.00%	150
Active	R 150-4620-4742 Ebix InterfacilityCriticalCare	\$0.00	\$88,620.00	\$0.00	\$88,620.00	0.00%	150
Cat 4620 PUBLIC SAFETY		\$0.00	\$985,346.00	\$79,661.64	\$905,684.36	8.08%	
Cat 4700 INTERGOV T CHARGES FOR SERVICE							
Active	R 150-4700-4731 Fire/Ambulance Service to Town	\$0.00	\$218,484.00	\$0.00	\$218,484.00	0.00%	150
Cat 4700 INTERGOV T CHARGES FOR SERVICE		\$0.00	\$218,484.00	\$0.00	\$218,484.00	0.00%	
Cat 4810 INTEREST REVENUE							
Active	R 150-4810-4871 Interest Revenue	\$0.00	\$700.00	\$0.00	\$700.00	0.00%	150
Cat 4810 INTEREST REVENUE		\$0.00	\$700.00	\$0.00	\$700.00	0.00%	
Cat 4820 COMMERCIAL REVENUE							
Active	R 150-4820-4880 Sale of Owned Property	\$0.00	\$0.00	\$9,500.00	-\$9,500.00	0.00%	150
Cat 4820 COMMERCIAL REVENUE		\$0.00	\$0.00	\$9,500.00	-\$9,500.00	0.00%	
Fund 150 FIRE/AMBULANCE FUND		\$0.00	\$1,433,064.00	\$107,674.64	\$1,325,389.36	7.51%	

VILLAGE OF MUKWONAGO
Revenue Guideline - Fire Dept
January 2019

Act Status	Account Descr	2019 Adopted	2019 YTD Budget	2019 YTD Amt	YTD Balance	%YTD Budget	Fund
		\$0.00	\$1,433,064.00	\$107,674.64	\$1,325,389.36	7.51%	

02/04/2019
 SHAWN
 MPDINTER2
 Financial Class

Intercept Report
 VILLAGE OF MUKWONAGO
 Posting Dates: 01/01/2019 - 01/31/2019

Page: 1

Report	Encounters	Procedures	Charges	Payments	Adjustments	Proc/Enc	Chg/Enc
BIG BEND VERNON FIRE DEPT	0	0	.00	990.00	.00	.00	.00
EAGLE FIRE DEPT	0	0	.00	1,485.00	.00	.00	.00
EAST TROY EMS	6	6	2,970.00	2,475.00	.00	1.00	495.00
NORTH PRAIRIE	0	0	.00	495.00	.00	.00	.00
Report Total	6	6	2,970.00	5,445.00	.00	1.00	495.00

eblix, Inc.

02/04/2019
 User: SHAWN
 Dry: MPDINTERFY2
 Type Procedures

VILLAGE OF MUKWONGO
 Interfacility Summary
 Posting Dates: 01/01/2019 - 01/31/2019
 Procedures

		Year to Date	Charges	Minutes	Payments	Adjustments
DNG	A0380	0	.00	0	.00	2.08-
DNG	A0382	11	51.16	1,066	48.35	1.17-
DNG	A0390	0	.00	0	.00	1.93-
DNG	A0392	8	840.00	840	1,598.30	35.67
DNG	A0394	0	.00	0	3.03	.06
DNG	A0398	51	2,304.48	5,582	1,470.51	20.93
DNG	A0422	62	644.60	6,648	631.35	8.53
DNG	A0425	1,117	7,448.83	6,624	7,792.53	157.22
DNG	A0426	24	178.18	134	174.61	3.57
DNG	A0427	0	.00	0	.00	.28
DNG	A0429	40	17,286.00	4,223	18,058.60	1,308.73-
DNG	A0434	12	4,367.04	1,176	4,572.24	368.49
DNG	J7040	11	7,981.73	1,359	7,789.54	93.28
DNG	93005	0	.00	0	3.54	158.95
DNG	94760	1	90.00	103	.00	.08
DNG	TOTAL	2	15.82	242	.00	.00
		1,339	41,207.84	27,997	42,156.08	466.85-
Other	A0380	0	.00	0	.00	6.08
Other	A0382	0	.00	0	.00	.10
Other	A0390	0	.00	0	.00	1,132.20
Other	A0398	0	.00	0	.00	50.54
Other	A0422	0	.00	0	.00	91.48
Other	A0425	0	.00	0	.00	35.28
Other	A0427	0	.00	0	.00	347.54-
Other	A0429	0	.00	0	.00	52.74
Other	A0434	1-	950.00-	0	.00	1,782.84
Other	93005	0	.00	0	.00	84.00
Other	94760	0	.00	0	.00	35.00
	TOTAL	0	.00	0	.00	5,022.72
	TOTAL	1,339	41,207.84	27,997	42,156.08	4,555.87

ebix, Inc.

Runs by City

Scene Incident City Name (eScene.17)	Number of Runs	Percent of Total Runs
Village of Mukwonago	135	78.49%
Town of Mukwonago	17	9.88%
East Troy	14	8.14%
Eagle	5	2.91%
Palmyra	1	0.58%
Total: 172		Total: 100.00%

Report Filters

Incident Date: is between '1/1/2019' and '1/31/2019'

Runs by Destination Name

Disposition Destination Name Delivered Transferred To (eDisposition.01)	Disposition Destination Code Delivered Transferred To (eDisposition.02)	Number of Runs	Percent of Total Runs
		20	11.63%
Aurora Medical Center - Summit	53066	6	3.49%
Aurora Medical Center - West Allis	149	2	1.16%
Aurora Mem Hosp of Burlington	14	1	0.58%
Children's Hospital of Wisconsin (CHOW)	135	2	1.16%
Froedtert Memorial Lutheran Hospital	232	1	0.58%
Not Transported	6024	21	12.21%
Oconomowoc Memorial Hospital	113	1	0.58%
St. Lukes Medical Center	160	4	2.33%
Waukesha Memorial Hospital	41	94	54.65%
Waukesha Memorial Outpatient Center	42	20	11.63%
		Total: 172	Total: 100.00%

Report Filters

Incident Date: is between '1/1/2019' and '1/31/2019'

Runs by Primary Role of Unit

Response Primary Role Of Unit (eResponse.07)	Number of Runs	Percent of Total Runs
ALS Ground Transport	87	50.58%
Non-Transport	31	18.02%
Critical Care Ground Transport	30	17.44%
BLS Ground Transport	24	13.95%
	Total: 172	Total: 100.00%

Report Filters

Incident Date: is between '1/1/2019' and '1/31/2019'

Incident Type Report (Summary)

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
Incident Type Category (FD1.21): 1 - Fire						
111 - Building fire	1	4.76%				
	Total: 1	Total: 4.76%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
322 - Motor vehicle accident with injuries	3	14.29%				
324 - Motor vehicle accident with no injuries.	2	9.52%				
	Total: 5	Total: 23.81%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
424 - Carbon monoxide incident	1	4.76%				
443 - Breakdown of light ballast	1	4.76%				
	Total: 2	Total: 9.52%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 5 - Service Call						
531 - Smoke or odor removal	2	9.52%				
553 - Public service	1	4.76%				
	Total: 3	Total: 14.29%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 6 - Good Intent Call						
611 - Dispatched and cancelled en route	2	9.52%				
651 - Smoke scare, odor of smoke	1	4.76%				
	Total: 3	Total: 14.29%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
700 - False alarm or false call, other	2	9.52%				
733 - Smoke detector activation due to malfunction	1	4.76%				
736 - CO detector activation due to malfunction	3	14.29%				
745 - Alarm system activation, no fire - unintentional	1	4.76%				
	Total: 7	Total: 33.33%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
	Total: 21	Total: 100.00%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%