

New Glarus Fire District

Date: January 8 , 2018 **Time:** 7:30 p.m. **Presiding:** John Ott **Location:** NGFD Meeting Room

Recorder: Barb Anderson

Member	Present	Not Present	Member	Present	Not Present	Member	Present	Not Present
Anderson, Barb	X		Talarczyk, Karen	X		Also present: Jeff Lahey	x	
Austin, Malcolm	X							
Beal, Brad	X		Others Present:					
Erickson, Ron	X		Anderson, Dave	X				
Jelle, Scott	x		Ott, Pete	x				
Ott, John	x		Pernot, Bob	x				

Agenda Item	Action Taken "No Action" or State the Motion	Motion Made by	Motion 2nd By	Outcome of Vote
1. Call to order	Chair Ott called the meeting to order at 7:33 pm			
2. Approval of Minutes of previous meeting	Correction: Under New Business: Quit Claim Deed, replace January 12 with Dec. 12 Under Fire Dept bills: Delete the part about \$920.22 Motion to approve as corrected	Jelle	Talarczyk	Carried
3. Treasurer's Report	* Village of NG and Town of York have paid their taxes. * MMI: \$154,590.81 * Checking: \$1281.91 * Balance in 2%: \$27,070.25 * Building Fund Acct: \$46,283.75 * 2 yr CD: \$10,541.22 (Attachment 7) * 12 mo. CD: \$10, 265.45 (Attachment 6) Motion to approve treasurer's report.	Beal	Talarczyk	Carried
4. Fire District Bills (Attachment 1)	\$1241.57			

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5. Fire Dept. Bills (Attachment 2)		Karen	Malcolm	Carried
6. Events	See Attachment 2			
7. Building business	<p>* Jeff Lahey presented a bill for \$1250 from Bruce Weber for soil correction design. All bills from now on will filter through Jeff and one spreadsheet will be presented to the board with all the bills on it.</p> <p>* Jeff Lahey presented his contract to the board. (Attachment 3) Motion to hire Jeff Lahey as our architect.</p> <p>* Construction start: To avoid using the current parking lot, Dave would like to have the base of the new parking lot started in late April or early May so that it can be used as a base for construction work. Hopefully, by June 1 the foundation, plumbing, etc. can begin and erection of the building can start by July 1.</p> <p>* Meeting set up for Saturday, January 13, 2018, with Kim Buol of Stonemill, the dealership where we're purchasing the building. We'll use the time to pick his brain about what we can do with the building as far as windows, etc. and what other things they can provide. The meeting is scheduled for 9:00 am. Board members and FD construction committee are invited to attend.</p>	Erickson	Jelle	Carried
7. Old Business	<p>LOSAP contribution set match amount. \$10,822.50 is the Fire District amount (75%) payable to the Village and \$3,607.50 is payable by the Fire Department (25%). See attachment 4. Motion to pay the district share.</p>	Jelle	Talarczyk	Carried
8. New Business	A. Disciplinary action on new firefighter, Peyton			

#2

NGFD DISTRICT BOARD MEETING AGENDA -January 8, 2018

Bills

- New Glarus Motors Brush 1 Battery \$110.25
- Green County Fire Chiefs Dues \$110.00
- New Glarus Concrete Snow Plowing \$160.00
- SWANI Fire/Rescue Assoc Dues \$1740.00
- *Roseann OH* *Cleaning* 200.00

Events

- Green County Chief's meeting at Browntown on January 4th.
- Dane County chief's meeting at Middleton Fire on January 10th
- Winterfest Dance on January 12th at the station.
- Sportsman's Raffle on January 28th at the station.
- New Glarus Fire Department Annual Meeting on January 15th

Old Business

- LOSAP contribution set match amount.
- Jeff Lahey to go over contract and upcoming schedule.

New Business

- Disciplinary action on new firefighter, Peyton Hendrickson
- 2% Audit - February 19th at 12:30pm at the station.
- Money from 2% to help pay for FDIC in April 26-28 @ Indianapolis, IN.

#3



Jeffrey J. Lahey Architect

9110 County Hwy. G
Mt. Horeb, WI 53572
608-832-1547 email: jlahey@tds.net

New Glarus Fire Department Addition New Glarus, WI

Architectural Services

January 8th, 2018

Jeffrey J. Lahey Architect is pleased to submit this proposal for Architectural/ Engineering services for the above mentioned project. This proposal is based on information obtained from New Glarus Fire Department- Building Committee.

Scope of Services

Jeffrey J. Lahey Architect will provide the following services:

Architectural Services

- Schematic Design, Design Development, Construction Documents for the purpose of bidding & constructing (Architectural and Structural Engineering)
- Approximately 3672sf addition to the existing New Glarus Fire Department building in the Village of New Glarus. Metal Framed (PEMB)- assumed type of construction.
- State of Wisconsin- International Code Review.
- State of Wisconsin Approvals.
- Schematic Site design pertaining to State of WI approvals.
- Anticipated Design to take place Winter/Spring 2018.
- Anticipated Construction to take place Spring/Summer 2018.
- Review of Construction draws monthly and present to NGFD Board.

Reimbursables INCLUDED in this proposal:

- *Misc. printing, postage, mileage, & phone. (allowance of \$250.00)*
- *Plan Submittal fees (State of WI D.O.C.) (allowance of \$750.00)*
- *Permit to start fee (\$75.00)*
- *Component Submittal fee (\$100.00)*

Additional Services available but NOT included in this Not To Exceed proposal:

- *Mechanical (Plumbing) (sublet to designer)*
- *HVAC Design and State of WI Approvals.*
- *Lighting Design*
- *Soil Boring Testing Services (allowance \$3000.00)*
- *Owner can release liability*
- *Soil Corrections Design by others*
- *Interior Design Services (Selection of Materials & colors) (sublet to designer- \$50/hr)*
- *Building Permit & Fees by others*
- *Survey of existing property-by owner: allowance prices below:*
- *Existing Conditions Survey Map (\$3,500.00)*
- *Erosion Control, Grading & Utility Plan (\$4,000.00)*
- *Stormwater Management Plan (\$3,000.00)*

**New Glarus Fire Department
Addition
Architectural Services Cont.**

Architectural Cost Estimate

The estimated cost to provide Architectural Services indicated above would not exceed **\$18,000.00** with actual costs billed monthly on a time and expense basis. Refer to the hours indicated in the AE estimate (see attached). Architectural Services are not based on a construction budget. Additional Services shall be negotiated when such services are required.

The billing rates for this project will be as outlined in the billing rates document (see attached).

All reimbursable expenses would be charged at cost plus 10%. The following list would indicate reimbursable expense items, but not limited to:

Survey of Properties, Storm Water Design, Vehicle Mileage, Bidding, Printing costs, Telephone/Facsimile, Submittal Fees.

Schedule

Jeffrey J. Lahey Architect can proceed with services as outlined in the proposal after receipt of a signed & received Architectural Agreement Proposal.

Please call if you have any questions regarding this proposal.

Sincerely,

Jeffrey J. Lahey

Jeffrey J. Lahey
Jeffrey J. Lahey Architect

cc: File



#4
New Glarus Fire Department
218 4th Ave.
P.O. Box 306
New Glarus, WI 53574-0306

January 8, 2018

2017 LOSAP Contribution

The New Glarus Fire Department has 37 members that qualified for 2017 as of December 31, 2017. This is subject to change with the addition of any new members or the departure of any personnel prior to January 01, 2018. The total amount of the contribution is: **\$14,430.00**. This totals **\$14,430.00** to be paid to The Village of New Glarus. This total is split 75% (**\$10,822.50**) payable by the New Glarus Fire District and 25% (**\$3,607.50**) payable by the New Glarus Fire Department. *The \$1,000.00 account service fee due to Penflex Inc. is no longer included in this total as it has been in years past (see below).*

The Village of New Glarus will make a payment of \$14,430.00 to UBS Financial Services Inc. This payment is due on January 31, 2018 and we are advised to have this payment mailed no later than January 22, 2018.

The account service fees will be handled the same as it was in 2016. Penflex Inc. will be billing us the following at a later date:

- \$1,000.00 account servicing fee
- \$15.00 per member management fee for each volunteer with an active account – (~\$720)
- \$40 per payment fee for any participants entitled to payments – (~\$Unknown)

The total amount billed for 2016 was approximately 1,765.00. **We will not know the final amount of the above until we have receive a statement from Penflex.** At that time, we would like to bring the contribution amount and Penflex bill to you and divide it as we have in the past, 75% of each payable by the New Glarus Fire District and 25% of each payable by the New Glarus Fire Department

The New Glarus Fire Department LOSAP Committee

Doug Truttmann, Kendal Wenger, Ryan Krueger

#5

New Glarus Fire Department FDIC 2018

We are requesting funds for four department members to attend the exhibits at the Fire Department Instructors Conference in Indianapolis, IN on April 26, 27, & 28. The goal of the trip would be to investigate fire apparatus and equipment options available to the NGFD. A primary goal would be to speak with various vendors on the upcoming replacement of Engine 2, air pack replacement, and any other fire equipment.

Tentative schedule: Depart New Glarus April 26, 2018, Arrive in Indianapolis for the opening of exhibits. Cover the exhibit halls on Thursday and Friday. Depart for home on Saturday April 28, 2018.

Funds request: four exhibit passes at \$85.00 each total \$340.00, two rooms for two nights in a hotel \$360.00, and cost of fuel \$60.00.

Total requested \$760.00.

View Account Information for: 12 MONTH 0002

Current Account Information

12 MONTH 0002 / NEW GLARUS FIRE DISTRICT

Other names on this account:

Current balance	10,265.45	Interest rate	
Accrued interest	0.90	Maturity date	
YTD interest	0.00	Last renewal	
Previous Year to Date Interest	20.51		

Next payment date	3/19/18
Last payment date	12/19/17

Original balance	10,000.00	Issue date	
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Term	12 M
Interest term	3 M

#6

View Account Information for: 2 YR SPE 0001

Current Account Information

2 YR SPE 0001 / NEW GLARUS FIRE DISTRICT

Other names on this account:

Current balance 10,541.22
Accrued interest 3.35
YTD interest 0.00
Previous Year to Date Interest 21.05

Next payment date 2/07/18
Last payment date 11/07/17

Original balance 10,000.00

Term 12 M
Interest term 3 M

Interest rate
Maturity date
Last renewal

Issue date

11
11

#7