

**SOMERSET FIRE/RESCUE COMMISSION**  
**Minutes of the July 19, 2006 Meeting**

**Call to Order:** Chairperson Roy called the meeting to order at 7:06 p.m. at the Fire Hall.

**Roll Call:** Present - Shane Demulling, Rita Lawson, Jerry Mullenberg, Bartt Palmer, Tom Roy, Chief Travis Belisle and Assistant Chief Jason Crotty.

**Minutes From Previous Meeting:** *Motion by Mullenberg, second by Palmer to approve the minutes of the June 22, 2006 meeting.*

**Public Input**

- Recent arson fire in the Village: State fire marshal came to investigate. Department had to keep someone at the site around the clock until the investigation was completed. Because of state budget cuts it will be harder to get a state investigator in the future.
- Arson investigation training: Belisle and Crotty described the 2-day arson school they're planning to attend in Maryland in October. Cost: \$200/person for tuition, room and meals; flight \$264/person. Chief is responsible for investigating all fires.
- Township topics - 1) Permanent Burning Permit: Belisle modeling it on St. Joe's. Discussion of how best to inform and educate residents, getting them signed up at election and tax time. 2) Building: Need 2 ceiling fans in the new bay to help dry out gear, etc. 3) New office: discussion of getting architect to draw up an adequately detailed plan so contractors can bid.
- Joint meeting topics – 1) Mutual aid agreement with St. Joe. 2) Department not expecting to be able to cover the truck payment this year. 3) Proposal for \$25 impact fee/lot or acre dedicated to Fire/Rescue. 4) Need for cell phones in the trucks.

**Work on Bylaws:** Proposed Changes to Fire/Rescue Commission Ordinances - *Motion by Demulling, second by Palmer to recommend the following changes to the Village and Town ordinances.*

Village Section 2-4-5	Town Ord. 2002-01	Note: Deleted wording <del>crossed-out</del> , added wording <b>highlighted</b>
(a) Fire/Rescue Department Officers	Section I: Fire/Rescue <del>Commission</del> Department Officers	
(1)	(A)	<b>Appointment:</b> The Fire Chief <b>and Assistant Chief</b> shall be appointed by the Fire/Rescue Commission <del>on a contractual basis</del> , following <b>a survey</b> of Fire/Rescue Department members, <b>a review of</b> training records, experience, and meeting other qualifications set forth by the Somerset Fire/Rescue Commission. The Fire Chief <b>and Assistant Chief</b> <b>appointment</b> <del>contract</del> will be for a period of two (2) years, <del>with his/her contract being reviewed and renegotiated upon satisfactory performance</del> , subject to suspension or removal pursuant to law.
(2)	(B)	<b>Appointment:</b> The <b>Captain(s) and all other officers</b> will be appointed by the Fire/Rescue <b>Department and confirmed by the Fire/Rescue</b> Commission following a <b>survey</b> of the Fire/Rescue Department members, <b>a review of</b> training records, experience, and meeting other qualifications set forth by the Somerset Fire/Rescue Commission. The <b>Captain(s) and other officers</b> shall hold office during satisfactory performance, subject to suspension or removal pursuant to law.
(b)	Section II:	<b>Appointment of Commissioners</b>

(1)	(A)	<b>Residency; Quorum:</b> The Board of Fire/Rescue Commissioners shall consist of five (5) <del>six (6)</del> citizens who are the residents of the Village or Town of Somerset, <del>three (3)</del> <del>four (4)</del> of whom shall constitute a quorum with a tie vote being a no vote.
(2)	(B)	<b>Composition:</b> The Joint Commission members shall be:
a. Village	(2) Village	1. One (1) Village of Somerset Board member.
		2. <del>One (1)</del> <del>Two (2)</del> Village of Somerset chosen at large, with terms starting alternate years.
b. Township	(1) Town	1. One (1) Town of Somerset Board member.
		2. <del>One (1)</del> <del>Two (2)</del> Town of Somerset chosen at large, with terms starting alternate years.
<del>e.</del>	<del>(3)</del>	Alternating Member at Large
<del>f.</del>	<del>(a)</del>	<del>One (1) Village/Town Commission member to be chosen, alternating each year between the Village and Town resident.</del>
(3)	(C)	<b>Confirmation:</b> All Fire/Rescue Commission members appointed by each board will be approved by the board they are representing.
(4)	(D)	<b>Terms:</b> The Boards of the Village and Town of Somerset shall appoint members annually at their first meeting in May, with approval of a full board. Terms of appointments are two (2) years unless:
a.	(1)	Resignation of member either from: (a.) Fire/Rescue Commission (b.) Board member
b.	(2)	Suspension or removal by Commission.
c.	(3)	Suspension or removal from office by Board.
d.	(4)	Term of board membership is completed.
<del>(5)</del>	(E)	<del><b>Political Affiliation:</b> No appointment shall be made which results in more than three (3) members of the Commission belonging to the same political party.</del> <b>Governance:</b> The Commission shall annually elect a chairperson, vice chairperson and secretary at its first meeting following the May meetings of the Village and Town boards.
(c)	<b>Section III:</b>	<b>Scope and Mission of Authority Specified:</b> The provisions of Sec. 62.13, Wis. Statutes (except for the statutory optional powers) and all acts amendatory thereto so far as the same are applicable, are incorporated herein by reference and shall be effective in the same manner as set forth in full herein. In accordance with Sections 62.13 and 61.65, Wis. Statutes, the Fire/Rescue Commission shall have <del>the following</del> specific powers and authority:
(1)	(A)	<del>To conduct original entrance examinations for those seeking employment in the Fire/Rescue Department at the lowest ranks and to prepare an eligible list from applicants successful in the examinations, including establishment of requirements for eligibility for employment. The actual appointments shall be made by the Fire Chief from the list certified by the Commission review and approve all those selected for employment by the Fire/Rescue Department.</del>
(2)	(B)	To conduct hearings on discharge or disciplinary actions within the

		Fire/Rescue Department.
(3)	(C)	To review and approve all operations for the Somerset Fire/Rescue Department.
(4)	(D)	<del>The Somerset Fire/Rescue Commission will</del> To establish and maintain the ordinances governing the operation and conduct of members of the Somerset Fire/Rescue Department.
(5)	(E)	To conduct hearings and resolve complaints or conflicts filed against or from within the Fire/Rescue Department in the performance of their assigned duties.
(6)	(F)	To review all budgets and audits of the Somerset Fire/Rescue Department and make recommendations to the Village and Town Boards of Somerset for approval or disapproval.
(7)	(G)	To review and make recommendations to the Boards on approval or disapproval of equipment needs to perform the duties of the Somerset Fire/Rescue Department.
(8)	(H)	To review and make recommendations on the contract between the Village and Town of Somerset for the funding and operations of the Somerset Fire/Rescue Department.
(9)	(I)	To request a special meeting between the Village and Town Boards of Somerset for conflicts or emergencies that may arise.
(10)	(J)	To sue or be sued where necessary to carry out an expressed power or duty.
(d)	<b>Section IV</b>	<b>Rules of Procedures:</b> The Fire/Rescue Commission shall, from time to time, make such rules and regulations as it may deem necessary to perform and execute the duties and powers herein vested in such Commission.
(e)	<b>Section V</b>	<b>Authority of Boards:</b> The supervision, management of equipment of the Somerset Fire/Rescue Department of the Village and Town of Somerset is herein vested in the Somerset Fire/Rescue Commission. The Boards shall review and approve the salaries of the chiefs and members of the Somerset Fire/Rescue Department.
(f)		<del><b>Record:</b> The Somerset Fire/Rescue Commission shall keep a record of its proceedings, and shall adopt rules and regulations necessary to carry out its duties.</del>
(g)		<b>Commission Expenses:</b> The Village and Town Boards shall approve all funds for compensation and for the expenses of the Somerset Fire/Rescue Commission that are deemed necessary to perform its duties.

*Motion by Palmer, second by Demulling to adjourn the meeting. Meeting adjourned at 9:02 p.m.*

Respectfully submitted, Rita Lawson, Secretary