

JOINT COTTAGE GROVE FIRE DEPARTMENT COMMITTEE

Monday, November 23, 2020  
6:30 p.m.

Via Zoom

**AGENDA – Draft Minutes**

1. Call to order. Meeting called to order by Chair Melissa Ratcliff at 6:30 p.m. via zoom.
2. Determination of Quorum and That the Agenda Was Properly Posted. Quorum of committee members attending included Melissa Ratcliff, Kris Hampton, Steve Anders, and Jeff Lennberg. Others present included Fire Chief Nick Archibald, DGEMS Chief Eric Lang, and Jess Robinson.
3. Public's Appearances – public's opportunity to speak about any subject that is not a specific Agenda item. None.
4. Discuss and Consider the minutes from the October 12, 2020, Meeting. Motion by Hampton and second by Lennberg to approve. Passed 4-0-0.
5. Update on:
  - Chief Lang reported the roof repairs were completed and it should be looked at every couple of years for prevention to make sure it lasts for 10 more years. The new washer and dryer were bought. The old washer was kept and is being used for heavily soiled clothes to prevent the new washer from getting overly used.
  - A. Rapid Response Vehicle Transmission. Chief Archibald noted the new transmission will be installed the week of November 30<sup>th</sup> and this was covered under warranty.
  - B. Engine 3 future replacement. If want the new engine by March, 2022, will need to order by March, 2021. Chief Archibald will get updated numbers from Pierce for the March, 2021, Joint Fire Committee meeting for review/approval.
  - C. Emergency Services Building sign replacement with Safer Grant funds. Sign has been ordered for delivery in December. The ESB is not properly zoned for digital messaging board (like the new sign) so Chief Archibald is working with the Town Board and County to change the zoning. There is a public hearing on December 23, 2020, and then it will go to the county board for approval. The new sign would then be installed. The initial grant did not include the wiring for the new sign. The new light post may have the correct wiring. Chief Archibald will look into this further and will contact the company that installed the new light post.
6. Discuss and consider landscaping near Emergency Services Building. (ESB) Chief Lang indicated that planters there would be easier to care for. Motion by Anders to table until Spring, second by Lennberg. Passed 4-0-0.

7. Discuss and consider replacing lights on the Emergency Services Building sign. Motion by Hampton for Chiefs Lang and Archibald to continue working with TDS to see if the issue can be corrected. Second by Anders. Motion passed 4-0-0.
8. Discuss and consider proposed Emergency Services Building Budget for 2021. No action as incorrectly placed on agenda (action taken on agenda from September 28, 2020).
9. Discuss and consider repair of heat exchanger unit on roof top of the Emergency Services Building. Review of repair estimates. Motion by Ratcliff to approve Johnson Controls estimate for \$7,875.00 with difference of amount available in ESB repair fund to be paid in proportionate amounts by Village and Town. Second by Lennberg. Motion passed 4-0-0.
10. Discuss and consider the future of the 1996 brush truck. Chief Archibald noted the brush truck could be used as a utility truck, as a vehicle to transport the UTV, and for transporting students' gear to classes at Madison College. Turnout gear gets a lot of chemicals on it during class instruction which doesn't make it ideal to transport in personal vehicles. Anders and Hampton noted they could look into getting bags for transporting turnout gear so as to prevent getting chemicals in private vehicles. Anders indicated concerns regarding upkeep and insurance of the vehicle. Questions about where it would be stored in the Engine Bay. Motion by Anders to recommend to Town Board to sell 1996 brush truck. Second by Hampton. Motion passed 3-1-0 with Lennberg voting no.
11. Discuss and consider use of Pleasant Springs funds to replace turnout gear. Much of the turnout gear used by firefighters is 10 years or older. Madison College adopted NFPA standards which state turnout gear has to be less than 10 years old although the State did not adopt those NFPA standards. In order for students to participate in classes at Madison College, the fire department needs new turnout gear. It costs \$2372 per set (jacket and pants). Motion by Lennberg to use \$20,000 of Pleasant Springs funds to buy turnout gear for the crew members. Second by Anders. Motion passed 4-0-0. Chief Archibald indicated that he'd supplement with his budget to help purchase the turnout gear. They would prioritize who would receive the new turnout gear based on who attends calls and training and needed it for class.
12. Chief's Report. 36 members - 8 officers, 4 probationary officers, 2 drivers, 22 regular firefighters. They have had 228 calls for the year – down slightly than last year at this point.

Chief Archibald updated the committee on future capital costs that would include Engine 3, additional turnout gear, and large diameter hose (LDH). They recently tested LDH from Engine 3 that had 1000 feet of hose, of which 900 feet failed. To replace the hose it costs \$575 per 100 feet. They still need to test Ladder 1 which has 600 feet of hose and Engine 4 has 1000 feet of hose. They were supposed to be checking the hose every year, but to Chief Archibald's knowledge, this was never done. The hose is at least 20 years old. He expects the additional 1600 feet of hose from Ladder 1 and Engine 4 likely to fail as well. They won't be able to test again until spring – partially due to the cold weather now and Covid-19 precautions as they need manpower to roll out the hose, hook it up to a fire hydrant to test it, clean up the water and the possible ice caused by freezing water.

Radio grant was rejected.

Cottage Grove Fire Department will be featured in the Wisconsin State Fire Journal in the December/January edition.

13. Future agenda items. Update on sign, TDS/electrical issue.
14. Next meeting date – Monday, January 25, 2021. Possibly a meeting in December if the electrical issue cannot be resolved with TDS.
15. Adjournment. Motion by Lennberg to adjourn. Second by Hampton. Motion passed 4-0-0. Meeting adjourned. 7:45 p.m.

Notice:

1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.
2. It is possible that members of and possibly a quorum of members of other governmental bodies 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.
3. Any item on the agenda is subject to final action.