

Village of Port Edwards

PUBLIC SAFETY MEETING

Tuesday, September 26, 2023

5 P.M. AT THE MARSHALL BUEHLER CENTER, 211 MARKET AVENUE

If you are a member of the public and wish to listen, please call the dial in number below and you will be acknowledged.

Zoom Meeting: <https://us06web.zoom.us/j/83830464220?pwd=RXQwaFoxdnJmaVNVV3ZzMWJldng1dz09>

Meeting ID: 838 3046 4220 Passcode: 655845

One tap mobile

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+13126266799,,83830464220#,,,,*655845# US (Chicago)

Regular PHONE LINE Meeting Dial-in number: 715-423-6698, Access Code ID: 02067

Agenda:

1. Call to order
2. Roll call
3. Approve Agenda
4. Approve previous month's minutes, September 6, 2023
5. Chairperson comments
6. Public comments on agenda items
 - *Public participation and comment are encouraged and valued. Each citizen that requests to speak shall give their full name and address for the record and this will be included in the minutes. The individual or group representative shall have 3 minutes to address the Board of Committee. Their comments can be answered directly by a trustee if the trustee deems it appropriate. There shall be no public comments taken outside this time unless an individual or group representative requests a "Point of Information" (to offer a piece of relevant information) by a silent raise of hand.*
7. **FIRE DEPARTMENT – General Update**
 - Todd Eckes, Interim Fire Chief of Wisconsin Rapids Fire Department-changes to our 2024-2027 ambulance service contract.
 - **MOTION** to recommend to FHR a 4-year contract renewal with Wisconsin Rapids Ambulance Service at the rate of \$25 per capita for 2024 and 2025 and \$26 per capita for 2026 and 2027.
 - **MOTION** to recommend to the Village Board to refer the reviews of the PEFD bylaws to a recommended 5-person ad hoc committee.
 - **MOTION** to recommend to FHR the creation of a roll-over 400 account for PEFD capital expenses.
 - **MOTION** to recommend to FHR the proposed 2024 operating budget for the PEFD.
 - Discussion: rescue vehicle proposed.
 - Lexipol update.
8. **POLICE DEPARTMENT – General Update**
 - Discussion: department's fourth officer/school resource officer proposal for 2024.
 - Discussion: police coverage at NEPCO Lake now and in 2024.
 - Discussion: proposed 2024 operating budget for the PEPD.
 - Lexipol update.
9. Discuss Old Business
10. Discuss New Business
11. Correspondence received
12. Agenda items for next meeting
13. Next meeting date
14. Adjourn

Caleb McGregor – Committee Chairman

VILLAGE OF PORT EDWARDS
Port Edwards, Wisconsin

COMMITTEE: Public Safety

DATE: September 6, 2023

TO: BETSY MANCL

cc: JOSEPH ZURFLUH
DAILY TRIBUNE
WFHR/WGLX
JASON WORDEN

ERIK SAYLOR
CALEB MCGREGOR
LONN RADTKE
SCOTT DREW

JEN MOORE
TIARA GRUNDEN
NICK ABTS

Purpose of Meeting: Regular Monthly Meeting

Attendance: C. McGregor, J. Moore, S. Drew, J. Worden, B. Mancl

Absent: T. Grunden (excused)

Citizens: Cary Smith, Doug Clement, Eric Hummel, Tiara Grunden (ZOOM)

Subjects Discussed, Action Taken, and Board Action Required:

1. **Call to order:** Meeting called to order at 5:00 p.m.
2. **Roll Call:** Present as noted above.
3. **Approve the Agenda:** MOTION (Mancl/Moore) to approve the agenda. Motion carried. All ayes.
4. **Approve the previous month's minutes:** MOTION (Mancl/Moore) to approve the previous month's minutes. Motion carried. All ayes.
5. **Public comments on agenda items:** None
6. **Committee Chairman's comments:** Chairman McGregor stated this agenda was created to prioritize items such as budget and bylaws. Old agenda items not on the current agenda may be added to agenda items in the future.
7. **Police Department – General Update:**
 - a) No movement on the Guardian Grant. Chief Drew is looking into Legacy grants. A grant could provide funding for items such as flock cameras.
 - b) Worked two traffic grants, reimbursed by the State.
 - c) Lexipol TIME policy is a work in progress.
 - d) Squad radio shipping date has been removed by the vendor. Chief Drew is in touch with a new vendor to see if a radio could be shipped sooner.
 - e) Officer Mertes attended two trainings, both free. One focused on Threat Assessment.
 - f) Chief Drew and Tony Bastien presented at PESD inservice on CRG mapping.
 - g) Chief Drew commented on the multi-department response at ERCO on August 21st.

- h) Budget: Chief Drew presented an initial budget for the police department. He presented options for a department with an added position/SRO and one without. Chief stated his retirement is approaching as his contract ends August 2024, and the Board may want to think about hiring/transitioning the hire into the Chief role. The annual training for chiefs is in December.

8. Fire Department – General Update:

- a) Finalizing the hiring of two new firefighters.
- b) Engine 1 had a water intake valve fixed and was pump tested. Engine 2 passed the pump test as well. Engine 3 has leaking valves which need to be fixed prior to pump testing.
- c) Chief Worden also commented on the emergency response to ERCO on the 21st and the importance of EMS in Port Edwards.
- d) A drill for extraction was planned, but due to intense heat, the drill was cancelled and rescheduled for the following week. The drill was completed.
- e) Budget: Similar budget as previous year, minor changes. Total funding is the same. Chief Worden would like to know if the \$70,000 for a 1st responder vehicle belongs on the fire department budget. He would like to set up an account to be able to roll money over from year to year for big ticket items, much like the police department does for new vehicles. Turnout gear needs to be replaced. Looking at prices, expiration dates. Updates on these items will be discussed next month.
- f) President Mancl asked to see separation of wages on the budget between EMS and fire. Chief doesn't have exact numbers. He estimated 2/3 of the wages budget line goes to EMS.
- g) Trustee McGregor would like clarification on the budget process for the brush truck. Going off table – Cary Smith explained grant funding available from Embridge/others.

9. **MOTION** (Mancl/Moore) to approve proposed Fire Department bylaws. General discussion/clarification on various bylaws. Discussion on board policy implemented for review of bylaws. Motion carried. All ayes.

10. Old business: None.

11. New business: Continue to discuss the budget/vehicle funding with Diane.

12. Correspondence received: None.

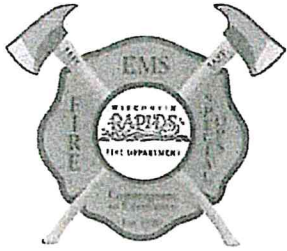
13. Future Agenda Items: Budget discussions.

14. Next meeting date: September 26, 2023 at 5:00 p.m.

15. Adjourn: Adjourned at 6:12 p.m.

Minutes taken by – Jen Moore
Caleb McGregor – Chairman

MEETING DATE: 9/26/2023	REPORT TO VILLAGE BOARD		AGENDA ITEM # ITEM i
PRESENTING COMMITTEE: Public Safety	COMMITTEE CONTACT: Caleb McGregor	STAFF CONTACT: Duane Gau Interim Administrator	PREPARED BY: D.A. Gau
ISSUE: Renew of Ambulance Agreement with Wisconsin Rapids			
ISSUE BACKGROUND/PREVIOUS ACTIONS: Port Edwards has had a Ambulance Agreement with Wisconsin Rapids since 2016 and have an existing agreement for 2020-2023. Which ends December 31, 2023. Wisconsin Rapids has put together cost for another 4-year agreement with Port Edwards. This agreement will be a higher cost then prior years. Wisconsin Rapids Fire Department has put together Pre-Capita Ambulance Coverage letter for justification of higher fees (Attached) The next 4-year cost is as follow: <ul style="list-style-type: none"> • 2024 \$45,450 • 2025 \$45,450 • 2026 \$47,268 • 2027 \$47,268 (attached) 			
RECOMMENDED ACTION: Motion to recommend to Village Board to renew a four (4) year Ambulance Agreement with Wisconsin Rapids at the cost stated above.			
COST/BENEFIT ANALYSIS and JUSTIFICATION <i>(attach separate spreadsheets or other documentation as applicable)</i>			
ITEMIZE ALL ANTICIPATED COSTS (Direct or Indirect, Start-Up/One-Time, Capital, Ongoing & Annual, Debt Service, etc.) Annual direct cost to the Village annual operating budget.			
ITEMIZE ALL ANTICIPATED BENEFITS (Subjective, Financial, Operational, Service-related, etc.) The Village is not equipped or does not have the professional trained manpower to provide this service.			
FUNDING SOURCE(s) – Must include Account Number/Description/Budgeted Amt CFY/% Used CFY/\$ Remaining CFY Village annual operating budget			
OTHER OPTIONS CONSIDERED: Contract out to another service provider at the north side of City of Wisconsin Rapids. Which will have a higher response time for the citizens of Port Edwards			
TIMING REQUIREMENTS/CONSTRAINTS: Completed by October 2023 for budgeting and secure professional ambulance service.			
ATTACHMENTS (describe briefly): Attachments Per Capita Ambulance Coverage letter & spread sheet for yearly coverage.			



Wisconsin Rapids Fire Department

Fire - EMS - Haz Mat - Rescue - Education - Prevention

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Subject: Per Capita Ambulance Coverage

Including Inter-facility, transport agencies there are approximately 450 EMS services in Wisconsin. Sixty four percent of those agencies are municipality owned and operated, 26% are privately nonprofit agencies, and 10% are privately owned and operate for profit. The State of Wisconsin holds four different levels of service. EMT Basic level represents 41% of the services in the State with 180 total. 130 services are licensed at the Advanced EMT level, followed by Paramedic level at 28%.

Per capita rates used in Wisconsin for retainer fees range from \$4.00 - \$65.00 with a State average of \$35.00 - \$45.00 per capita. Research completed compared similar areas in order to ensure our projection was fair and equitable for all communities and still ensuring that the City of Wisconsin Rapids was not just bearing the weight of the EMS services in South Wood County. Research discovered the Per Capita contracts listed below in a graph.

Community	Tax per Capita
Marquette	\$18.12
*Waushara County contract	\$23.00
**Adams contract	\$14.00
Waushara	\$42.43
Portage	\$37.37
***Springville	\$20.00
****Dells Delton	\$32.50
Marshfield (town of Richfield)	\$32.00
Antigo (all contracted areas)	\$36.00
Stratford (All Contracted areas)	\$20.56
Ashland (EMS Only)	\$77.22

*Marquette pays Waushara to service NE corner of county

**Adams pays Marquette for western two townships

***Spring City in Adams County pays Curtis Ambulance for service

****Dells/Denton charges to outsource their services

New Lisbon recently approved an increase to \$30.00 per Capita from the prior \$12.50 per capita. Camp Douglas EMS proposed an increase for New Lisbon from \$12.50 to \$28 and asked the municipality to provide an extra \$2 per capita for upgrades

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and staff benefits. Like South Wood County, Camp Douglas EMS Chief James Newlun stated, "We do not have a lot of ambulances in this end of the county".

Research included a report of the entire county of Jefferson. Below is a graph outlining the EMS side and the per capita used for Ambulance coverage in that county.

Community/Service	Tax Per Capita
Ryan Brothers (Paramedic)	\$31.00
Cambridge Area EMS (Serving 5 Municipalities in Dane and Jefferson Counties) (Advanced EMT)	\$84.00
Lake Mills EMS (Advanced EMT)	\$44.00
Johnson Creek Fire Department (Advanced EMT)	\$77.00

Taking into consideration, the per capita assessed cost projections versus the tax levy of the median income for each municipality these per capita costs, for ambulance coverage can vary from region to region in the State.

Formula:

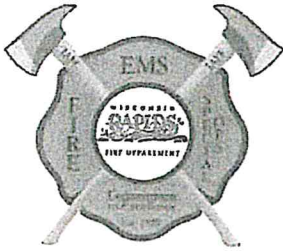
With Consideration to our neighbors requesting our EMS services that recreate and spend money in our city of Wisconsin Rapids, a proposal using the population for your municipality, and a Per Capita rate that meets our requirements to provide coverage for this outlying area, while ensuring the protection and safety of the Citizens of Wisconsin Rapids was calculated. We feel this proposal also does not produce a burden or hardship when compared to State Average of \$35 - \$45.

Contract Benefits:

With this proposed contract, your contracted area will receive Paramedic level service from the only two paramedic Critical Care Service licensed at that level with the State in the area. The first of only three CAAS accredited Ambulance service in the State, and one of only 190 in the nation. With these incidents dispatching from Station I, response times will be times no one else could meet. Those units sent would have two Paramedics for all Dispatched calls and three Paramedics when dispatch information identifies Life Threatening issues such as Chest Pain, or Difficulty breathing.

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First Responders:

As part of the contract your First Responders in your contracted Area's will be offered training once a month in order to receive their needed Continuing Education credits as required by the State, as well as their biannual CPR certification at no cost to the Municipality. WRFD is a licensed Training Center with the State equivalent to the technical college system in the State of Wisconsin. A \$10 stipend for each call that two first responders assist Paramedics on scene will be paid quarterly to the First Responder agency. (Example: First responders respond to 50 calls the First Responder agency will receive a stipend for \$500 at the end of the quarter).

Fleet:

Every three years we change out an ambulance meaning that no ambulance is over 12 years old. The front line ambulances, which are the ones that will primarily be on your calls, are not more than 6 years old. Our members and patients safety are a priority at all times, that is why we purchase four-wheel drive ambulance with a type 1 chassis giving them the safest transportation available in today's EMS. All of our equipment is on a replacement schedule as well as an annual maintenance schedule serviced by the company's technicians. Our Paramedics train weekly on their skills and we are constantly following the industry's modern advancements in order to give our customers the highest level of service available to them.

Closing:

By contracting with Wisconsin Rapids Fire Department for ambulance coverage, you will be ensuring that the citizens of your community will be receiving the highest level of care available in the area knowing that our reputation and history for EMS care is one of the best in the Industry.

Respectfully Submitted
Interim Fire Chief
Todd Eckes EFO, CFO

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Village of Port Edwards Contract costs

Municipality	Population	\$10 Per Capita Year 2022	\$10.50 Per Capita Year 2023	\$25 Per Capita Year 2024	\$25 Per Capita Year 2025	\$26 Per Capita Year 2026	\$26 Per Capita Year 2027
Village of Port Edwards	1818	\$18,634	\$18,634	\$45,450	\$45,450	\$47,268	\$47,268