

Brodhead Fire Commission Meeting Minutes

May 5, 2026

5:00 P.M.

Brodhead Fire Station

1. Call to Order:

The meeting was called to order at 5:00 PM

2. Roll Call to determine if a quorum is present.

Welcome New Brodhead Fire District Commissioners - J. Baxter and T. Colvin!

Present - S. Hazeltine, T. Colvin, A. Schneider, P. Faessler, B. Moon, J. Baxter

3. Motion to deviate from the order of the agenda if necessary.

A. Schneider made a motion to approve the agenda as presented.

Seconded by J. Baxter

Motion Passed

4. Public Appearances: This is the public's opportunity to speak.

Each citizen is allowed 10 minutes to address the Commission.

5. Approval of previous meeting minutes. Discussion/Possible Action.

P. Faessler made a motion to accept the meeting minutes from the April 7, 2026, meeting

Seconded by A. Schneider

Motion passed

6. Treasurer's Report- Discussion/Possible Action:

APRIL 2026

Operating Checking Account Balance: **\$147,409.96**

*Fund Balance Money Market **\$65,422.53**

*Supplies & Equipment Money Market: **\$566,336.23**

Total Accounts Balance: **\$779,168.72**

Motion to approve the Treasurer's report made by A. Schneider

Seconded by T. Colvin

Motion passed

7. Payments of Bills- Discussion/Possible Action:

Expenses Paid after April 7, 2026 Meeting:

ABC Fire & Safety \$60.00, AT&T First Net \$42.99, Bandt \$360.00, Brodhead Collision \$2,418.70

Brodhead Water & Light \$432.56, Brodhead Tire \$1,088.53, Capital One \$2,031.26,

Decatur Dairy \$103.12, EcoWater \$23.50, EMS/Lifequest \$18.34, JJ Keller \$64.52,

L&S Truck Service \$502.05, McNeil & Co. \$618.96, Monroe Engraving \$16.00,

Monroe Sign Design \$280.63, NAPA \$108.13, PDC \$881.26, Peterson & Son \$179.00

Piggly Wiggly \$131.92, Pomp's \$2,003.88, Sewer-City of Brodhead \$125.44, Spectrum \$257.53

Speich \$525.36, Streamline \$200.00, Uniform Den \$591.45, WE Energies \$533.13

Income Received after April 7, 2026 Meeting:

Brodhead Area EMS \$421.99, Brodhead Area EMS \$587.72, Fire Recovery \$131.00,

Steve Hazeltine \$205.00, Interest \$12.32

Motion to approve the payment of bills made by A. Schneider

Seconded by B. Moon

Motion Passed

8. Reports of department activities:

A. Firefighters Inc.:

Firefighters Inc. would like to reschedule a time to take a photo of Firefighters Inc. presenting the Brodhead Fire District with the battery-powered extrication tools they purchased with fundraising money. They have also purchased a new boat, which will be here later this spring or early summer. A. Schneider and S. Hazeltine mentioned rescheduling the picture for **Wednesday, May 13, 2026, at 6:30 before BFD practice.**

Firefighters Inc. purchased an 8-ft x 12-ft FireVent portable roof platform, which will be delivered to the BFD Station on 5/6/2026. This prop will be used out at the training tower to practice ladders to the roof and ventilating a roof during a fire.

B. Fire Inspector:

BFD Fire Inspector is in the process of the 1st round of inspections for 2026.

The BFD Fire Inspector, along with the City of Brodhead Building Inspector, will meet with the owner of the old middle school to tour the building. BFD Fire Inspector has several concerns with this building.

C. Administrative Assistant Reports:

APRIL 2026

Fire Response: 2, Cancel: 1, MABAS: 3, Lift Assist: 2, MVA: 0, Assist BAEMS: 3, Assist GCEMS: 0
Assist Orfy: 0, Assist 860: 1, 1st Response: 0

Total 12 calls

D. Life Quest/Fire Recovery:

APRIL 2026

Claims Submitted: 2 for \$1,124.00
Payments received 3 claims by FRUSA: \$1,148.28
Payment plans received 0 by FRUSA: \$0.00
Claims Denied: 0
Non-Billable(Other): 0
In Progress: 2

E. Fire Chief:

New tires were put on the rear of Engine 1. All tires are now within NFPA and DOT standards.

9. Old Business:

No old business at this time

10. New Business :

A. Bylaws Review

1.11 POSITION: Health and Safety - Discussion/Possible Action

Used the state template to create one document. Previously, we had this separated into multiple documents.

1.12 POSITION: Paid on-premises - Discussion/Possible Action

Updated the hours to meet what was agreed on with Brodhead EMS at a previous quarterly meeting. Changed the requirement from EMR to EMT. Made corrections during the meeting, changed all EMRs to EMTs.

3.1 Personnel Rules - Discussion/Possible Action

This is a new policy. Used the state template to create this document.

3.6 Leave of Absence - Discussion/Possible Action

Added a section for medical leave of absence

3.7 Return to Duty - Discussion/Possible Action

Added line for medical return to duty

5.3 Use of Red Lights on Personal Vehicles - Discussion/Possible Action

Add proof of insurance for submission to the Admin. Asst. twice a year.

A. Schneider would like clarification on the line

“Any use of red lights other than while responding to Brodhead Fire District alarms.”

Does Brodhead EMS have a policy on the use of red lights? Admin. Assist Osborne will check into this and bring it to the June meeting under old business.

Motion by A. Schneider to accept

1.11 POSITION: Health & Safety

1.12 POSITION: Paid on Premise with corrections

3.1 Personnel Rules

3.6 Leave of Absence

3.7 Return to Duty

As presented.

Seconded by T. Colvin

Motion passed

B. Changing from Spectrum Business to Frontier Small Business: Discussion/Possible Action

Administrative Assistant Osborne reached out to Frontier to obtain pricing for small-business 1G/1G fiber-optic internet and 2 phone lines for \$129.97. The phone lines will also have battery backup included in the price. Currently, Spectrum Business is \$257.53 for 1 phone line, internet, and TV. For streaming TV, Admin Assist Osborne mentioned leaving it to the membership to log in to their streaming service if they wished to watch TV at the station.

Motion to change the Spectrum business to Frontier was made by P. Faessler

Seconded by J. Baxter

Motion passed

11. Commission Comments or Questions:

The Commission may speak on any topic, not on a specific agenda item.

Admin Assist. Osborne mentions the addition of a rural member under the

Brodhead Fire Protection Agreement Section VI. COMMISSION a.) District Commission

section ii. starting June 1, 2026, for a 1-year term, so long as said District Member’s contribution remains above 53%.

12. Discussion/Possible Action on future agenda items and next meeting date and time:

Agenda Items for June Meeting:

Under New Business, Selection of Fire District Officers: Discussion/Possible Action

Under New Business: Change Meeting Date and Time: Discussion/Possible Action

Under Old Business: 5.3 Use of Red Light on Personal Vehicles:

Discussion/Possible Action

**Next District Meeting Date: Brodhead Fire District Monthly Meeting
June 2, 2026, at 5:00 PM**

13. Motion to adjourn.

Motion to adjourn at 5:35 PM by P. Faessler

Meeting adjourned

Typed by: Administrative Assistant H. Osborne
5/6/2026 11:44 AM