

STATE OF WISCONSIN  
COUNTY OF WALWORTH  
TOWN OF DARIEN

Special Joint Meeting  
Town of Darien of Supervisors and the Village of Darien Board of Trustees  
Wednesday, January 25, 2017 – 6:00 p.m.  
Darien Town Hall  
N2826 Foundry Road, Darien, Wisconsin 53114

**Call to Order**

Town of Darien Chairperson Cecil Logterman call the Joint Meeting of the Town of Darien Board of Supervisors and Village of Darien Board of Trustees to order at 6:00 p.m. at the Darien Town Hall, N2826 Foundry Road, Darien, Wisconsin 53114.

**Roll Call – Town of Darien**

Clerk Marilyn S. Larson called roll for the Town Board; Chairperson Cecil Logterman, Supervisors Jim Terpstra, Dale Wheelock and Kevin Schutt were present; Treasurer Rick Logterman was absent. Town Attorney Patrick DeMoon, Greg Epping, Fire Chief Justin Schuenke, Deputy Chief Dustin Ramson, and EMS Captain Eric Kimball were present.

**Roll Call – Village of Darien**

Administrator Clerk/Treasurer Rebecca Housman LeMire called the roll for the Village of Darien. All were present including Village Attorney, Brad Lochowicz.

**Review and possible action regarding the Richmond Township (WI) Fire Department Automatic Aid Agreement (Town and Village Action)**

Fire Chief Justin Schuenke explained the Fire Department Automatic Aid Agreement would be between Darien Fire Department and Whitewater Fire Department for confirmed fires and vehicle entrapment. Attorney DeMoon suggested the liability/indemnification provisions should be modified to better reflect the intent of the parties. Supervisor Kilkenny moved to approve the Town of Richmond Fire Department Automatic Aid agreement between the Darien and Whitewater Fire Department, subject to modification of the liability/indemnification provisions by the Town and Village attorneys; seconded by Supervisor Schutt; carried 5-0. The Village of Darien also approved the motion unanimously.

**Discussion and possible action to designate the Darien Fire/EMS Department accounting functions to the Village Treasurer subject to certain provisions (Town and Village Action)**

Administrator Clerk/Treasurer Rebecca Housman LeMire explained she and Town Treasurer Rick Logterman met and discussed the accounting functions of the Darien Fire Department. Ms. Housman LeMire recommended that only two signatures on checks would be needed since the Fire Chief will have already approved of the vouchers. One signature would be from the Town, by either the Chairperson or Treasurer, and the other signature would be from the Village, by either the Administrator or Village President. The Fire Department will be combined with the Village's accounting system. Supervisor Kilkenny moved to designate the Darien Fire/EMS Department accounting functions to the Village Treasurer; seconded by Supervisor Wheelock; carried 5-0. The Village of Darien also approved the motion unanimously.

**Initial review of Village of Darien and Town of Darien Joint Fire/EMS Department ordinance amendments to consolidate departments and create a Joint Fire Commission (Town Chapter 7)**

Administrator Clerk/Treasurer Rebecca Housman LeMire explained the Village had questions regarding the Joint Commission of Fire and EMS. Attorney DeMoon addressed these questions, and discussion ensued on topics including, the purchase or creation of handbooks for the commissioners, the need to elect a chairperson and secretary, the ability to seek counsel from either the Town or Village Attorneys, the place of meeting, and the payment of a per diem for service on the Joint Commission. Sections 7.04, 7.08 and 7.12 of the proposed Chapter 7 were also discussed in detail. Chief Justin Schuenke requested the addition of a reference to state fire inspection law in Section 7.13 of the proposed Chapter 7.

**Fire/EMS Department equipment inventory update and new equipment Discussion**

Chief Justin Schuenke explained the committee is looking at new items and 60% of their equipment is 20 years old or older. January has so far had 23 calls: 10 in the Village, 11 in the Town, one in Richmond and one out of district. There are currently two people on personal leave. The department has transported 82% of their calls. Scheduling is going well from 10 p.m. / 5 a.m. The goal is to staff one driver, one basic EMT and one advanced EMT. The State of Wisconsin has given departments a window of a year to begin responding with two basic EMTs. The goal for the department is to release Medix as of March 1, 2017.

**Review, discussion, and possible action regarding options for future Family Connections Newsletter administration (Town and Village Action)**

Administrator Clerk/Treasurer Rebecca Housman LeMire explained that Family Connections is a one person operation. The Town, Village and Library each submit their page to Mary Schneider. Ms. Housman LeMire suggested three different options for Family Connections to continue: reorganize the Family Connections Committee to consist of a Town Board member, a Village Trustee and Mary Schneider; eliminate the hard-copy mailed version of the newsletter; or eliminate the newsletter in its entirety. Discussion was held amongst the board members; no action taken.

**Schedule next meeting date**

The joint board will meet again on Monday, February 27, 2017 at the Darien Town Hall at 6 p.m.

**Adjournment**

There being no further business before the Joint Meeting of the Town of Darien Board of Supervisors and Village of Darien Board of Trustees, Supervisor Kilkenny moved to adjourn at 7:49 p.m.; seconded by Supervisor Wheelock and carried unanimously approved by both boards.

Approved by the Darien Town Board

---

Cecil R. Logterman      Date