

AGENDA

**Big Bend Vernon Fire Board
Monday, December 15, 2008
6:30 PM
Fire Station #3
Intersection of STH 164 and I43**

1. CALL MEETING TO ORDER
2. ROLL CALL & PUBLIC NOTICE
3. PUBLIC COMMENTS
(Please be advised per Wisconsin Act 123. the Fire Board will receive information from the public for a three minute time period, with time extensions per the Chairperson's discretion, per person; be further advised that after the public comments are completed, the Fire Board may discuss the information received, however, no action will be taken under public comments.)
4. REPORTS - Information on discussion and action taken at previous meetings, future agenda items and upcoming scheduled meetings.
 - a. Fire Chief Buchholtz – Updates on Emergency Runs and Membership & Quarterly Financial Reports
 - b. Fire Board Vice-President Shea – Monthly bank reconciliation
 - c. Fire Board Secretary/Treasurer – Village of Mukwonago's unpaid invoices
5. CORRESPONDENCE – information only.
6. DEFERRED AND TABLED ITEMS - Discussion and possible action on the following:
 - a. Fire Board member/Orientation Packets – President Gauger/TABLED 12-17-07
 - b. Intermunicipal Agreement Ordinance updates/TABLED 3-24-08
 - c. Possible amendments to the Big Bend Vernon Employee Handbook/Carol Shea/TABLED 6-23-08
 - d. Minutes of Monday, September 15, 2008/TABLED 11-17-08
 - e. Other adjustments of shared revenue check in the amount of \$2,200 back to the Village of Big Bend/TABLED 11-17-08
7. OLD BUSINESS – Discussion and possible action on the following: none
8. NEW BUSINESS – Discussion and possible action on the following:
 - a. Policy from Fire Board Secretary for uncashed checks
 - b. Direct Fire Board President to sign agreement with Johnson Block for 2008 audit
 - c. Discussion and review of Fire Board Job Assignments (Attachment "J").
9. MINUTES – Discussion and possible action on the following:
 - a. Monday, November 17, 2008
10. FINANCES – Discussion and possible action on the following:
 - a. Accounts payable/Check Register – Detail
 - b. YTD Financial Statement includes payroll
11. Next meeting date:
12. Adjourn.

Marilyn Gauger, President

**Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request services, call Julie Bauer at (262) 662-2079 or (262) 662-7787.

**There may be a quorum of other governmental bodies from the Village of Big Bend and Town of Vernon in attendance for informational purposes only. No action will be taken by those bodies.