

**VILLAGE OF BONDUEL/TOWN OF HARTLAND
FIRE COMMISSION MEETING
WEDNESDAY, MARCH 20, 2025**

Chairperson Grant Staszak called the meeting to order at 5:30 p.m. and read the statement regarding the meeting notice.

PRESENT: Tim Leitermann, Russ Gehm, Grant Staszak, Kevin Watermolen, Chief Kevin Lynch, and Mike Miner. Excused: Dave Bohm.

APPROVAL OF AGENDA: Motion by Watermolen, and second by Leitermann, to approve the agenda and to deviate from the order as necessary. Motion carried unanimously.

APPROVAL OF MINUTES: Motion by Leitermann, and second by Miner to approve the Fire Commission minutes from February 5, 2025 meeting. Motion carried unanimously.

ACKNOWLEDGEMENT OF CITIZENS/OPEN FORUM: None

REPORTS

FIRE CHIEF'S REPORT: Report on file.

OUTSTANDING FIRE BILLS: Report on file of outstanding fire bills. Commission reviewed report.

NEW BUSINESS

H1. Discussion and possible action on Resolution 2025-06 Fire Reinspection Fee Schedule

Chief Lynch explained his work with the fire inspection company to coordinate annual fire inspections and proposed a fee schedule. This schedule stipulates that the first inspection and re-inspection would be free for commercial properties, while any additional re-inspections would be charged at \$100.00 each. Chief Lynch also proposed a fee of \$75.00 for immediate life safety violations referred to the Bonduel Area Fire Department. Resolution 2025-06 is to create a schedule of fees for fire inspections, re-inspections, and violations. Motion by Miner, second by Gehm, to introduce Resolution 2025-06 authorizing and approving the Bonduel Area Fire Department fees for fire inspections. Roll call was taken, motion carried unanimously.

UNFINISHED BUSINESS

G1. Discussion and possible action on approval of Fire Department Standard Operating Guidelines

The Commission reviewed the revisions to the Bonduel Area Fire Department Standard Operating Guidelines from the July 18, 2024 draft which included the recommendations from Village Attorney Ashley Lehocky. Motion by Watermolen, second by Leitermann to approve the revisions to the Bonduel Area Fire Department Standard Operation Guidelines as presented. Motion carried unanimously.

H2. Fire department billing invoice updates.

The Commission reviewed current billing invoices and discussed adding the UTV to the invoice. Chief Lynch will review the current billing invoice and have an updated invoice form at the next meeting. Motion by Miner, second by Leitermann for Chief Lynch to update the current invoice form and bring it to the next meeting. Motion carried unanimously.

COMMISSION MEMBER COMMENTS OR NEW BUSINESS TO BE CONSIDERED AT A FUTURE MEETING

ANNOUNCEMENTS

Fire Commission Chair Grant Staszak announced that he will be stepping down at the end of April.

Next Fire Commission Meetings:

Thursday, April 17, 2025 at 5:30 p.m.

Motion by Leitermann, second by Watermolen, to adjourn. Motion carried unanimously.
Meeting adjourned at 6:00 p.m.

Respectfully submitted,
Kevin Watermolen