

AGENDA
Milton Joint Fire Commission Meeting
Wednesday, November 17, 2021

Location: Virtual Joint Fire Commission Meeting 6:00 p.m.

PLEASE NOTE: In-person attendance by members of the public temporarily prohibited due to COVID-19 physical distancing protocols pursuant to the Rock County Health Department Reopening Phased Plan, dated May 21, 2020, which discourages public gatherings. Members of the public may monitor this meeting at :

Join Zoom Meeting

<https://us02web.zoom.us/j/89602542141?pwd=K2loTXlQZ3RWTmdocXk4TGh6ckwvQT09>

Meeting ID: 896 0254 2141

Passcode: 112183

Dial by your location

+1 312 626 6799 US (Chicago)

Any person who is unable to access the meeting via the internet link may call 1(312) 626-6799 and enter Meeting ID: 817 4506 5403 to monitor the meeting via telephone.

- 1) Call to Order and confirmation of appropriate meeting notice
- 2) Approval of Agenda
- 3) Approval of Minutes: October 26th, 2021
- 4) Public Participation:
- 5) Old Business:
 - a.
- 6) New Business:
 - a. Discussion and Possible action regarding 2022 Fire Inspections and possibility of hiring outside services
 - Intro Letter re Fire Inspection Services
 - Fee Schedule 2022
- 7) Fire Chief's Report:
- 8) President's Report:
- 9) Consideration of a motion to convene into closed session pursuant to Wisconsin Statute Section 19.85 (1) (c), considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility, regarding staffing positions**
- 10) Reconvene into open session for possible action(s) on items discussed in closed session**
- 11) General Items:
- 12) Adjournment: Next Scheduled Meeting December 15th, 2021

Notice is hereby given that a majority of the City of Milton Common Council and/or Town of Milton Town Board may be present at the Joint Fire Commission meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility.

This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council and Town Board will not take any formal action at this meeting.

FIRE INSPECTION SERVICES INC.

Milton Fire Department
614 W Madison Ave
Milton, WI 53563

November 8, 2021

Fire Inspection Services Inc. is pleased to submit our proposal to the Milton Fire Department.

Based on option 2 that is referenced in the attached fee schedule, and the **425** inspectable occupancies that you have identified, the cost to perform inspection services for your department would be **\$13,600 annually**.

On all occupancies served, based on your local ordinance that allows inspections to be conducted once per year, Fire Inspection Services, Inc., would provide a single annual inspection of all occupancies, and we would include a maximum of one re-inspection if violations were identified on initial inspection. Any repeat violations or violations that were not cleared after re-inspection, will be referred back to the department for further follow-up.

All inspection information will be available via an on-line software program. You will have access to system at any time, and your history of inspection data will be stored and available for as long as we are performing inspection services for your department.

If after receiving this proposal you have any questions, please feel free to contact us at any time.

Sincerely,

Fire Inspection Services Inc.

By: Nicole N. Neubert, President

**FIRE INSPECTION SERVICES INC.
40 NASHOTAH ROAD
NASHOTAH, WI 53058
(262) 567-9764**

FEE SCHEDULE

1. Fire Inspection: \$44.00 per inspectable occupancy* per year for semi-annual fire inspections. Inspections will be completed 2 times per occupancy per year at a rate of \$22.00 per occupancy in each half of each calendar year.
2. Fire Inspection of seasonal occupancies: \$32.00 per inspectable occupancy* per year for annual fire inspections. (Seasonal as defined by Department of Safety and Professional Services as required to be inspected once per year.)
3. The Fire Chief will determine which occupancies Fire Inspection Services Inc. will inspect and inform Fire Inspection Services Inc. of any occupancies requiring inspection which Fire Inspection Services Inc. is not aware of or is not currently inspecting.
4. Upon request of the Fire Chief, Fire Inspection Services may provide consultative services for the Fire Department at a rate of \$75.00 per hour.
5. Any time Fire Inspection Services is called in by the Fire Department to conduct a fire inspection that is outside of the normal inspection cycle, we will charge a flat fee of \$175 per inspection, to be collected at the time of the inspection.

1 and 2 above include the following services by Fire Inspection Services Inc.: A maximum of one re-inspection during each inspection cycle, maintenance of an on-line database of inspectable occupancies and violations, possible representation during the Wisconsin Department of Safety and Professional Services audit to explain the inspection program, and referrals to other agencies as needed.

*In a building containing more than one occupant, each individual occupied unit shall be an "inspectable occupancy". For example, in a shopping mall, each store or otherwise occupied unit shall be an "inspectable occupancy".