

5 TB, Michael, Michael
Carol, Public

2021 Town Board Budget Condensed Summary Report - Approved 12/23/2020

REVENUES:

Includes Amend #1

	Approved 2021 budget	2021 Actual -May 2021	2021 Budget Remaing	2020 Actual -May 2020
Taxes:	\$ 1,946,177	\$ 1,051,345	\$ 894,832	\$ 1,092,249
Intergovernl Revenues:	\$ 167,274	\$ 83,119	\$ 84,155	\$ 604,745
Licenses & Permits:	\$ 32,041	\$ 20,247	\$ 11,794	\$ 9,909
Fines/Forfeitures:	\$ 3,575	\$ 1,680	\$ 1,895	\$ 985
Public Services Chrgs:	\$ 441,134	\$ 242,158	\$ 198,976	\$ 161,997
Intergovernl Chrgs:	\$ 173,900	\$ 83,984	\$ 89,916	\$ 91,007
Misc. Revenue:	\$ 110,785	\$ 55,585	\$ 55,200	\$ 134,198
Other Fin. Sources:	\$ 706,341	\$ 700,000	\$ 1,270,943	\$ 1,111,456
TOTAL REVENUES:	\$ 3,581,227	\$ 2,238,117	\$ 2,607,712	\$ 3,206,546

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EXPENDITURES

	Approved 2021 budget	2021 Actual -May 2021	2021 Budget Remaing	2020 Actual -May 2020
General Government	\$ 602,471	\$ 184,600	\$ 427,659	\$ 190,439
Public Safety:	\$ 639,931	\$ 210,708	\$ 429,224	\$ 268,052
Public Works:	\$ 824,657	\$ 271,917	\$ 552,740	\$ 278,577
Health & Human Services:	\$ 38,662	\$ 4,625	\$ 34,037	\$ 3,809
Culture, Parks & Rec:	\$ 399,373	\$ 108,506	\$ 290,867	\$ 108,519
Conservation & Devel:	\$ 45,355	\$ 12,088	\$ 34,094	\$ 12,385
Capital Outlay:	\$ 478,237	\$ 1,094,623	\$ 637,600	\$ 484,476
Debt Service:	\$ 494,940	\$ 229,943	\$ 264,997	\$ 134,396
Other Financing Needs:	\$ 57,600	\$ -	\$ 57,600	\$ -
TOTAL EXPENDITURES:	\$ 3,581,227	\$ 2,117,010	\$ 2,728,818	\$ 1,480,653

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BY:.....

2021 Town Board Designated Funds Breakdown

	<u>May-21</u> -	<u>Apr-21</u> =	<u>CHANGE</u>	2021 Budgeted Yr end Bal
ADDITIONAL ROOM TAX FUND:	24	24	0	0
MI Cof COMMERCE/FIREWORKS:	9,621	9,621	0	11,645
Town Administration/Cell Tower	500,010	500,000	10	500,240
		<i>+ Interest</i>		
Public Arts Committee	0	0	0	40,000
ZONING (Fire # Project)	34,362	34,362	0	0
LAW ENFORCEMENT:	7,595	6,470	1,125	16,544
		<i>+2nd Qtr from Ashland Cty</i>		
FIRE DEPARTMENT:	54,214	55,222	(1,008)	89,093
		<i>- dress apparel</i>		
AMBULANCE:	24,327	27,322	(2,995)	41,798
		<i>-lodging for EMI trainees</i>		
ESB RECOVERY FUND (Donations)	600	600	0	0
ESB Ambulance VEHICLE INSURANC	0	0	0	0
ESB Fire Dept VEHICLE INSURANCE	623,561	623,549	12	0
		<i>+interest</i>		
ESB BLDG INSURANCE FUND	0	0	0	0
ESB Insurance Contents	74,013	75,816	(1,803)	0
		<i>-purchases + interest</i>		
PARKS:	40,519	37,753	2,766	46,733
		<i>+interest, bench donation+ donations</i>		
REC CENTER:	5,494	5,494	0	5,491
General Recreation Center, Softball fund				
CEMETERY FUND	9,241	3,720	5,521	4,109
		<i>+ interest, yrly maint from DSACF</i>		
WINTER TRANSPORTATION FUND:	20,904	20,904	0	27,388
ALTERNATIVE ENERGY FUND:	91	91	0	90
LIBRARY:	92,239	107,108	(14,869)	74,446
		<i>+ interest, donations-program costs</i>		
TOTAL DESIGNATED FUNDS:	1,496,815	1,508,057	(11,242)	\$857,577

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2021 Actuals & Comparisons to 2020 Actuals

Year to Date May	2021	2020	Change	UP
REVENUES:	\$1,538,117	\$2,095,090		(\$556,973)
(excludes Other Financials Sources - borrowing, transferred designated funds)				un-favorable
All Tax collections (timing)	\$1,051,345	\$1,092,249	(\$40,904)	
Collection % of entire tax roll	56.8%	58.1%		
Transportation aids, state funding	\$72,625	\$57,309	\$15,316	Expenditure Restraint Program
Grants & Reimbursements for 2019 expenses	\$8,851	\$547,436	(\$538,585)	Harbor Grant
BBTP Campground, shelters, NMV	\$115,060	\$58,079	\$56,981	Campground: 2020 COVID
Airport, Docks & Harbor Fees, revenues	\$86,027	\$82,995	\$3,032	
Permits, tickets, licenses, Ambulance	\$26,815	\$19,735	\$7,080	
MRF Fees, sales	\$41,412	\$10,057	\$31,355	
Misc Revenue	\$2,623	\$3,680	(\$1,057)	
County & Intermunicipal re-imbursements	\$83,984	\$91,007	(\$7,023)	County H
Misc leases, property sales, interest, contributions	\$47,726	\$99,376	(\$51,650)	ESB Insurance
		Bayfield School (windsled), Rural ESB reimbursements		

	2021	2020	Change	UP
EXPENDITURES:	\$1,887,067	\$1,346,257		\$540,810
(excludes Debt Service (borrowing) & Other Financing Uses)				un-favorable
General Government	\$184,600	\$190,439	(\$5,839)	
UP Personnel, Work Comp			favorable	
DOWN Computer/Web-site, Room tax payout, general insurance				
Law Enforcement	\$114,289	\$130,130	(\$15,841)	
UP CODY expense, insurance			favorable	
DOWN All Personnel costs, supplies, vehicle				
Fire Dept.	\$38,902	\$72,323	(\$33,421)	
UP: Equipment purchases, repairs & maintenance, Compensation/CEUs, ice rescue			favorable	
DOWN truck maintenance				
Ambulance Service	\$57,517	\$65,599	(\$8,082)	
UP Insurance, unemployment, education			favorable	
DOWN Utilities, Compensation, supplies, bldg, length of service				
Roads	\$169,579	\$176,667	(\$7,088)	
UP Ice Road, Winter Transport/Ice Road			favorable	
DOWN Personnel, fuels, parts, subs				
Airport	\$15,387	\$16,948	(\$1,561)	
UP TV145 equipment repairs, maintenance (CARES Grant expenses)			favorable	
DOWN Town Labor, utilities				
DOCK/HARBOR	\$3,352	\$11,298	(\$7,946)	
UP			favorable	
DOWN Town Labor, Admin/Engineering				
CEMETERY	\$2,585	\$2,394	\$191	
UP Chapel Expenses (some will be off-set by Michael chapel maint fund), added Sextons			un-favorable	
DOWN General expenses				
MRF	\$83,600	\$73,664	\$9,936	
UP - Town Labor, self-hauling expenses, SW & Recycling hauling			un-favorable	
DOWN Personnel insurance, MRF Facility costs, equip repairs				
Library	\$62,270	\$76,733	(\$14,463)	
MI Public Library Board handles			favorable	
Parks	\$44,521	\$30,817	\$13,704	
UP Unemployment, general expenses, vehicle, BBTP			un-favorable	
DOWN Labor & benefits some shifted to Roads				
Recreation Center	\$1,716	\$969	\$747	
UP Insurances, utilities			un-favorable	
DOWN				
ZONING & PLANNING	\$12,088	\$12,385	(\$297)	
UP ad hoc committees, personnel			favorable	
DOWN Vehicle disposed				
Capital Outlays	\$1,094,623	\$484,476	\$610,147	
UP Purchases, improvements			un-favorable	
2021 Town Hall Painting & flooring	\$29,991			
2021 Ambulance 2019/2020 Mercedes LED Lighting	\$2,475			
2021 Rds Equipment (Steamer)	\$10,375			
2021 Town dock improvement Project	\$101,499			
2021 Town dock Passenger Shelter	\$321			
2021 MRF Hauling Truck	\$54,412			
2021 Rec Center Bathrooms remodel	\$131			
2021 MRF Building Improvements	\$9,168			
2021 Library exterior painting	\$4,285			
Capital Before ESB Project	\$212,657			
2021 ESB Site Construction	\$777,711			
2021 ESB Site Architect/Engineering	\$95,594			
2021 ESB Site Town expenses	\$8,661			
ESB Project	\$881,966			

2020 Police - 2019 squad outfitting	\$10,348
2020 Town Hall Security	\$1,007
2020 Ambulance	\$153,711
2020 Rds new equipment	\$4,890
2020 Airport improvements	\$1,881
2020 Waterfront Curve Sidewalk	\$222
2020 HAP Town Dock Improvement Project	\$302,880
2020 Cemetery Chapel walkway	\$8,116
2020 Rec Center	\$1,317
2020 ESB Site	\$2,004
2020 City Garage into Temp ESB	\$0

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BY:

(5) TB, Michael, Barb,
Micaela, Public

TO: Michael Kuchta

FROM: Lisa Potswald

RE: Projects I Can Work On

DATE: June 7, 2021

As per our discussion on 6/7/21, these are the projects I will work on prior to my last day with the Town.

1. ESB
 - Water Filter – Install one for fines
 - July 3 ESB Open House
2. Airport Hangar Sites
 - Put together packet of information for persons wanting to build hangars.
3. Airport Ordinance
 - Complete ordinance draft with Paul Wilharm (airport manager) to go to TB.
4. Fire Fighters Prevention Grant
 - Complete for Fire Department.
5. Personnel Policy
 - Complete draft to be reviewed by Michael and Barb prior to going to Personnel attorney.
6. Complete Evan Erickson Property Exchange Process.
7. Update Contracts on Contract List
 - Island Septic
 - La Pointe Gas
 - Northwoods Paving – change order
8. Work with Barb on Reviewing New Accounting Software
9. Emails – moving into folders.
10. Ashland County Mitigation Grant.
11. Rec Center
 - Request for bid – develop with Ben.
12. Assignments from Barb on audit information?
13. Public Information Request?

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JUN 7 2021

Initial: dg

MEMO

⑤ TB, Micaela
Michael
Publi

TO: Town Board Members

CC: Micaela Montagne, Town Clerk
Michael Kuchta, Town Administrator

FROM: Barb Nelson, Accounting Administrator/Deputy Clerk

DATE: Friday, June 4th, 2021

RE: Vacation Hours Extension Request

According to the Town's current Personnel Policy:

Vacation will be credited to the employee on the yearly anniversary date

It is the intent that vacation time earned one year will be used the following year, so vacation time may be carried forward for a maximum of 1 (one) year from the date it is credited to the employee, except with written permission from the Town Board.

Vacation pay will be at the employee's current hourly rate for a maximum of 8 hours in a day or 40 hours in one week.

Vacation time is meant to give the employee time away from the job to relax and enjoy some free time and as such is encouraged to use it. However, an employee may request payment for up to one half his/her annual vacation time each year, with prior Town Board written approval, if the employee finds it difficult to use vacation time without compromising job duties or operation of the Town.

I currently have approx. 142.40 hours of unused vacation time accrued in 2020, to be used by my anniversary date of July 1st.

Due to un-planned issues, prepping all files & reports for the new accounting firm and the audit starting full force, as well as research and discovery of new accounting software programs, I don't see any time periods that I would be able to take any extended (more than one day) time off. The audit and the software research and conversion will occupy most of the summer (along with all the routine tasks and deadlines), and fall brings all the budget work.

I would like to request an extension until 06/30/2022 to use these 2020 accrued 142.40 hours, as it's not feasible to request a monetary payment (unbudgeted). Moving forward, I'll plan to work with Michael to devise some in order to use my vacation time as intended.

Thank you for your consideration of this request!

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BY:

(5)TB, Michael, Barb, Micaela,
Fire, Public

From: Rick Reichkitzer <firechief@townoflapointewi.gov>
Sent: Sunday, June 6, 2021 8:22 AM
To: Micaela Montagne <clerk@townoflapointewi.gov>; Michael Kuchta <administrator@townoflapointewi.gov>; Evan Erickson <isg@cheqnet.net>
Subject: Fire chiefs report may 2021

I want to thank my staff and the entire fire department for the extreme efforts they endured during the recent years that included rebuilding a complete fire department from literally the ground up. I have met and talked with numerous chiefs and fire fighters that understand what we accomplished in a couple years normally takes a minimum of a decade or more that usually doesn't result in what we accomplished. Besides the building that ended up being an achievement in itself we had to replace every apparatus and the enormous amount of tools and gadgets that go with effectively being able to fight fires, perform the delicate tasks evolved in search and rescue and the programs that promote fire safety in general. The work will never be done as our training programs are an endless road to getting to to know and master all these new tools and apparatus as well a living breathing building that we are merely the stewards to keep it that way.

When I took over as chief and with the help of my officers and staff as well as the town officials many thing have come a long way besides dwelling on the tragedy of loosing a fire hall. We have a actual retirement plan, a fire inspection program that's had to be built twice during my time as chief. A fire awareness with the community that has resulted in less calls due to our diligence in enforcement of burning permits and the rules that need to be followed with said "burning permits " we also now have the ability to ticket and fine violators is these common sense rules are not followed. Not everyone is happy when this gets explained to them, especially if it evolves unattended fires during moderate to extreme fire danger. All these programs and rules are aimed towards life/safety protection with the preservation of properties and dwellings. Any time the department gets toned out to calls whether its a false alarm or not the cost to the town and taxpayers generally is around \$500 and goes higher from there depending on the extent and duration of the call and resources used. Not everyone is happy being told what to do on there own properties but they need to realize the danger and cost to the the taxpayers when we need come running.

Onother program that has come a long way is the paying proper respect to our fallen firefighters when they pass away. We will always have a traditional firefighter honor guard funeral when possible. Scott stoltz fire department honor guard funeral unfortunately was the third in my time as chief, Josh Reynolds and Larry Whalen preceded Scott's. This was a very tough send off for the whole crew and took its toll on me being his friend since the early seventies. I feel we did a very honorable job by waiting for the earliest possible time to get his family to the island and negotiate the covid awareness formalities. I can't thank my crew enough for assisting me in getting through this terrible loss of a friend and firefighter.

Our training calander is full and fire inspections will be completed generally before the 4th of July now that the restrictions imposed due to covid are being slowly lifted.

Be safe
Chief Rick Reichkitzer

Sent from my Verizon, Samsung Galaxy Tablet
Get [Outlook for Android](#)

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JUN 7 2021

dg e-mail mm

(5)TB, Michael, Barb, Micaela,
Rick, Public

TO: Town Board

FROM: Michael Kuchta

RE: DNR Fire Fighter Protection (FFP) Grant Program Application

DATE: June 4, 2021

Attached you will find a grant application on behalf of the La Pointe Fire Department for firefighting equipment. The grant totals \$9,408; a 50% local match is required. The match will be paid for from 2022 budget:

52210-12, Fire Dept Turnout Gear:	\$2,130.00
52210-03, Fire Education:	\$62.50
52210-07, Fire Equipment:	<u>\$2,511.50</u>
	\$4,704.00

This will be on the next Town Board agenda.

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JUN 4 2021

Initial: ckg

Forest Fire Protection (FFP) Grant Application

Form 4300-119 (R 5/20/21) Page 1 of 4

Notice: Pursuant to s. 28.145, Wis. Stats., ch. NR 47 subchs. I and VIII, Wis. Adm. Code, and Cooperative Forestry Assistance Act as amended by the Forest Stewardship Act of 1990, this application must be completed to apply for a forest fire protection grant. The Department will be unable to process your application unless complete information is provided. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Law (ss. 19.31-19.39, Wis. Stats.).

Instructions: Fill out form completely. Initial screening of applications will be made solely from the information given on the application. Applications must be received on or before midnight July 1st. Mail applications must be postmarked on or before July 1st.

Part 1: Applicant Information

Applicant Name (Fire Department or County/Area Fire Association Name)

La Pointe Fire Department

Department/Association Mailing Address

PO Box 270

City

La Pointe

State

WI

ZIP Code

54850

Applicant Type: (select only one) ☒ Fire Department ☐ County/Area Fire Association

Name of Individual Authorized to Act on Behalf of Applicant

Glenn Carlson

Title

Town Board Chair

Daytime Phone Number of Authorized Representative

(715) 747-6914

Secondary Phone Number

Email Address

administrator@townoflapointewi.gov

Fax Number

(715) 747-6654

County

Ashland

DNR Region

NOR

DNR Contact
Information

Local DNR Forester/Ranger Name

Joe Renik

DNR Forestry District

NW

In which Fire Response Unit (FRU) is the applicant fire department located? If fire department is not in a DNR-organized protection area, the FRU is "CO-OP"

MEL

Fire Department ID (FDID)

02050-LA POINTE VOL FIRE DEPT

MOU Date

3/15/2020

• Will your fire department(s) be NIMS compliant? ☒ Yes ☐ No

• Total number of wildland fire incidents last year: 2 (wildland fires include: grass, woods, forest, marsh, etc.)

• Approximate acreage burned last year: 2 (one acre = one football field)

• Number of non-mutual aid communities served by this applicant: Cities: Villages: Townships: 1 Tribal Govts: 1

• Does the applicant fire department or county/area fire association serve federal lands? If Yes, select all that apply:

☐

US Forest Service

☐

US Fish & Wildlife Service

☒

National Park Service

☒

Bureau of Indian Affairs

• Would the applicant fire department or county/area fire assoc. be interested in receiving DNR wildland fire training? ☐ Yes ☒ No

Part 2: Fire Department Applicants Only - Scoring Criteria and Eligibility Information

Criteria	Response	Available Points	Generated Points
1. Does the applicant fire department have a signed DNR MOU for Mutual Aid and Fire Suppression Services (Form 4300-081 R 12/11 or newer)? Note: If No, your fire department is not eligible to apply.	<input checked="" type="radio"/> Yes <input type="radio"/> No	10	10
2. Does the applicant fire department serve areas within a DNR-organized protection area?	<input checked="" type="radio"/> Yes <input type="radio"/> No	10	10
3. Does the applicant fire department provide, without cost to DNR, initial-attack forest fire suppression within a DNR-organized protection area or on DNR state lands?	<input checked="" type="radio"/> Yes <input type="radio"/> No	10	10
4. Do the majority of the current members of the applicant fire department meet the NFPA 1051 standards for wildland fire fighting training? Note: Includes any wildland fire training that meets NFPA 1051 standards. DNR Wildland Fire Training Information.	<input checked="" type="radio"/> Yes <input type="radio"/> No	10	10
5. Did the applicant fire department receive a DNR Forest Fire Protection grant award in the last grant cycle?	<input checked="" type="radio"/> Yes <input type="radio"/> No	10	0
Part 2 Total Points			40

Applicant Name: La Pointe Fire Department**Forest Fire Protection (FFP) Grant Application**

Form 4300-119 (R 5/20/21)

Page 2 of 4

Part 3: County/Area Fire Association Applicants Only - Scoring Criteria and Eligibility Information

Criteria	Response	Available Points	Generated Points
1. Did the applicant fire association receive a DNR Forest Fire Protection (FFP) grant in the last grant cycle?	<input type="radio"/> Yes <input type="radio"/> No	10	
2. Does the applicant fire association serve areas within a DNR-organized protection area?	<input type="radio"/> Yes <input type="radio"/> No	10	
The following questions will be scored by DNR:			
1. Number of fire departments that are current members of the fire association:			
2. Number of current member fire departments with a Memorandum of Understanding (MOU) that serve DNR-organized protection areas within their service area:			
3. Number of current member fire departments that serve the areas designated by DNR as cooperative (CO-OP) forest fire control areas:			
Part 3 Point Subtotal			
Part 3 Point Total			

Part 4: Grant Funding Requested by Category - Itemized List

Category	Item Description	Qty	Cost/Item	Total	Category Total
Personal Protective Equipment (PPE)	Safety glasses/Goggles	5	9.50	47.50	3,046.50
	Safety glasses/Goggles	1	17.50	17.50	
	Boots (NFPA 1977 Std, max \$200/pair, max 10 pairs)	4	200.00	800.00	
	Wildland leather gloves (NFPA 1977 Standard)	15	16.50	247.50	
	Hot shields/dust masks	9	62.00	558.00	
	Fire shelters	3	395.00	1,185.00	
	Hard hats (NFPA 1977 Standard)	1	42.00	42.00	
	Chainsaw helmets	1	39.00	39.00	
	Chainsaw chaps	1	110.00	110.00	
Training					
Prevention	Other: Driveway banner	1	125.00	125.00	125.00
Tools/Equipment	Glass A foam&gels (USDA approved ≤50gal)	10	58.00	580.00	1,062.00
	Suction hose to match above pumps	4	40.00	160.00	
	Nozzles ≤ 1" diameter, Max \$200 ea. (grant funds \$1	2	13.50	27.00	
	Other: Nozzle gasket	10	2.30	23.00	
	Other: Shackle 7/8" 9.5 ton	1	42.00	42.00	
	Tow straps	1	55.00	55.00	
	Other: Overall, small	1	175.00	175.00	

Applicant Name: La Pointe Fire Department

Forest Fire Protection (FFP) Grant Application

Form 4300-119 (R 5/20/21)

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Part 4: Grant Funding Requested by Category - Itemized List

Category	Item Description	Qty	Cost/Item	Total	Category Total
Communication Equipment	Radio-Portable (limit 2) P25 Compliant \$2500 ea., \$1	2	1,664.00	3,328.00	3,328.00
Dry Hydrant Installation #					
Mapping					
Off-Road Vehicles; ATV/RTV/UTV					

FIRE DEPARTMENTS:

Max: \$10,000 (Total Eligible Project Costs ≥ \$20,000)

Min: \$750 (Total Eligible Project Costs ≥ \$1,500)

COUNTY/AREA FIRE ASSOCIATIONS:

Max: \$25,000 (Total Eligible Project Costs ≥ \$50,000)

Min: \$5,000 (Total Eligible Project Costs ≥ \$10,000)

Total Project Cost 7,561.50**Applicant Cost Share** 3,780.75**DNR Cost Share** 3,780.75

Project Description: Please use this space to more specifically describe the items listed on the previous page, for example, make and model #, or any other details.

Quantity	Item #	Vendor	Item/Description	Price Ext.	Price	Category
2	XPR-7550e	DSC	Portable radio with lapel mike, charger	\$1,664.00	\$3,328.00	Comm
5	94429057	MSC	Glasses, safety, yellow	\$9.50	\$47.50	PPE
1	94429057	MSC	Glasses safety, Otg, yellow,	\$17.00	\$17.00	PPE
4	327-804-8379	IndusSfty	Boots, wildland,	\$275.00	\$1,100.00	PPE
8	0-34-00-3000	DNR	Gloves, forest worker, L	\$16.50	\$132.00	PPE
7	340-34-00-4000	DNR	Gloves, forest worker, XL	\$16.50	\$115.50	PPE
9	340-72-10-1001	DNR	Hot shield facemask	\$62.00	\$558.00	PPE
3	345-24-10-0975	DNR	Fire Shelter, Large	\$395.00	\$1,185.00	PPE
1	345-68-30-9047	DNR	Helmet, full brim, yellow	\$42.00	\$42.00	PPE
1	345-68-60-1001	DNR	Chainsaw Operators Helmet	\$39.00	\$39.00	PPE
1	345-64-15-0040	DNR	Chainsaw Chaps, 40"	\$110.00	\$110.00	PPE
4	345-64-30-0222	DNR	Goggles, NFPA	\$45.00	\$180.00	PPE
20	346-72-10-1002	DNR	Hot shield facemask, filter	\$5.00	\$100.00	PPE
6	345-72-10-1003	DNR	Fire resistant hood	\$18.00	\$108.00	PPE
9	345-72-10-1004	DNR	FR neck protector	\$16.00	\$144.00	PPE
2	3XR57	Gringer	Glasses, safety, OTG, clear	\$3.50	\$7.00	PPE
6	530-25-10-1004	DNR	Equipment belt	\$11.00	\$66.00	PPE
2	530-25-20-1003	DNR	Field pack, pack sack	\$38.00	\$76.00	PPE
2	530-25-25-1001	DNR	Radio chest pack, true north	\$50.00	100.00	PPE
5	EP-FLEX-2	Emergencykita.com	Backpack, w/hardhat net	\$35.00	\$175.00	PPE
1	350-10-11-1001	DNR	Driveway banner	\$125.00	\$125.00	Prevention
10	340-41-10-0881	DNR	Foam, class A, 5 gal	\$58.00	\$580.00	T&E
4	340-68-30-1509	DNR	Suction hose for slide-in, 1-1/2" x 10'	\$40.00	\$160.00	T&E
2	340-64-10-1000	DNR	Nozzle, Lexan	\$13.50	\$27.00	T&E
10	340-64-50-1000	DNR	Gasket, nozzle, Lexan	\$2.30	\$23.00	T&E
1	450-19-70-0078	DNR	Shackle, 7/8", 9.5 ton	\$42.00	\$42.00	T&E
1	450-21-98-4000	DNR	Tow strap, 40,000	\$55.00	\$55.00	T&E
1	514-03-02-1005	DNR	Overall, small	\$175.00	175.00	T&E

Part 5: Additional Information to be Included with this grant application

For County/Area Association Applicants Only:

- A list of member fire departments identifying which departments serve DNR organized forest fire control areas.
- A copy of the association's constitution and bylaws (applies to first-time county/area fire association applicants only).

Applicant Name: La Pointe Fire Department

Forest Fire Protection (FFP) Grant Application

Form 4300-119 (R 5/20/21)

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Part 6: Certification

I certify that, to the best of my knowledge:

- (a) the information contained in this application and attachments is correct and true;
- (b) the local cost share monies are not proceeds from any other federal grant program;
- (c) the organization has the ability and intention to finance and execute this project if a grant is approved;
- (d) all fire departments included as county association members on this application are not requesting grant funds under any other county fire association grant application this grant cycle; and
- (e) this grant request meets all applicable National Fire Protection Association (NFPA) requirements and P25 conventional standards.

I further understand and agree that any grant funds subsequently awarded as a result of this application shall be used in compliance with s. 26.145, Wis. Stats.; ch. NR 47, subch. I and VIII, Wis. Adm. Code; Cooperative Forestry Assistance Act as amended by Forest Stewardship Act of 1990.

NOTE: Please type your name on the signature line. The email message generated from electronic submittal of this form will be used as an electronic signature.

Signature of Authorized Representative

Date Signed

SUBMIT APPLICATION TO THE FFP GRANT MANAGER BY JULY 1st:

- Email: DNRFFPGrantProgram@wisconsin.gov
- Fax: (608) 275-3338
- Mail: WI Department of Natural Resources - 3911 Fish Hatchery Road; Fitchburg, WI 53711

FFP WEBSITE: <https://dnr.wi.gov/Aid/ForestFireProtection.html>

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Notice: Collection of this information is authorized pursuant to s. 26.145, Wis. Stats.; Chapter NR 47, subch. I and VIII, Wis. Adm. Code; Cooperative Forestry Assistance Act of 1978, Section 10(b)2 as amended; and 18 U.S.C. 2101-2114. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records laws (ss. 19.32-19.39, Wis. Stats.).

Fire Department Name				Check one	
La Pointe Fire Department				<input checked="" type="checkbox"/> In DNR Fire Protection Area	
				<input type="checkbox"/> In Cooperative Area	
Address				Phone Number (include area code)	
PO Box 270				(715) 747-6913	
City		State	ZIP Code	Tax ID #	
La Pointe		WI	54850	396005969	
Agreement					

THIS AGREEMENT is entered into by and between the above-listed fire department (the Fire Department), and the State of Wisconsin Department of Natural Resources (DNR), for the suppression of forest fires within each party's respective jurisdiction in DNR Protection Area and/or on land owned by the DNR (DNR Land) in Cooperative Area.

WHEREAS, s. 26.11, Wis. Stats., vests the DNR with the power, authority, and jurisdiction in all matters relating to prevention, detection, and suppression of forest fires outside the limits of incorporated villages and cities and s. 23.09(4), Wis. Stats., and s. NR 1.23, Wis. Adm. Code, authorize the DNR to render assistance in case of emergencies.

WHEREAS, the DNR and the Fire Department pursuant to ss. 23.09(1)(2), 23.11 and 26.11(4), Wis. Stats., desire to cooperate in the suppression of fires; it is agreed by and between the DNR and the Fire Department as follows:

1. DEFINITIONS

- a. "Cooperative Area" means the areas of the State outside the DNR Protection Areas where Fire Departments have primary forest fire initial attack responsibilities.
- b. "DNR Protection Area" are the areas of the state defined by ss. NR 30.01 and NR 30.02, Wis. Adm. Code, as intensive or extensive.
- c. "Extended Attack" occurs when resources beyond those designated for initial attack must be dispatched to an incident or when extensive mop-up is required. This is generally when suppression efforts exceed one hour.
- d. "Forest Fire" means an uncontrolled, wild or running fire occurring on a forest, marsh, field, cutover or other lands or involving farm, city, or village property and improvements incidental to the uncontrolled, wild or running fire occurring on forest, marsh, field, cutover or other lands (as defined in s. 26.01(2), Wis. Stats.).
- e. "Incident Command System" means a set of personnel, policies, procedures, facilities, and equipment, integrated into a common organizational structure designed to improve emergency response operations of all types and complexities. ICS is a subcomponent of the National Incident Management System (NIMS), as released by the U.S. Department of Homeland Security in 2004.
- f. "Initial Attack" is defined as the first hour when suppression efforts are needed.
- g. "Non-reportable Fires" include incidents involving:
 - i. Burning activity that does not spread from predetermined limits
 - ii. Fires that cannot be located
 - iii. False alarms
 - iv. Structural fires
 - v. Vehicular or equipment fires
- h. "Project fire" means an extended attack forest fire requiring state-wide resource deployment by the DNR
- i. "Reportable Fires" are all fires not listed in section. 1.g.
- j. "Suppression" means the action of the responding agency(ies) beginning with initial attack and continuing through control of the forest fire, mop-up, and until the forest fire is out.
- k. "Unified Command" means a system of command that enables institutions and agencies with different legal, geographic, and functional responsibilities to coordinate, plan, and interact effectively
- l. "ATV" (all-terrain vehicle) and "UTV" (utility terrain vehicle) include equipment that is a manufactured motor driven device capable of off-road use. Vehicles cannot meet the federal motor vehicle safety standards.

2. RESPECTIVE RESPONSIBILITIES

- a. The DNR is responsible for the suppression of all forest fires and protection and suppression of any improvements threatened by forest fires as defined previously in s. 28.11, Wis. Stats.
- b. DNR may assist the Fire Department when resources are available, as authorized by s. NR 1.23, Wis. Adm. Code and s. 28.11(1), Wis. Stats.
- c. Within DNR Protection Areas, the DNR may request the assistance of the Fire Departments to provide forest fire suppression, as well as structural protection.
- d. Outside of DNR Protection Areas, in the Cooperative Areas, the Fire Departments may request the assistance of the DNR to provide additional resources and support in forest fire suppression and Fire Departments have been delegated the authority on DNR-owned lands for fire suppression actions by virtue of this Agreement.
- e. Structural and vehicular fires are the responsibility of the Fire Department, but the Fire Department may request DNR equipment and personnel to assist with the structural and vehicular fire or when there is danger of a forest fire being caused by the structural or vehicular fire.

3. REPORTING FIRES

- a. The Fire Department agrees to make every effort to immediately notify the DNR of forest fires, or fires which may become forest fires that are burning or threatening DNR protection areas or DNR Lands. If immediate notification cannot be made, the Fire Department shall report the location of the fires, and the action taken, to the DNR as soon as possible, but no later than 24 hours from its knowledge of the forest fires.
- b. If the Fire Department is unable to contact the DNR, it shall take immediate, independent action to effectively suppress the forest fire.
- c. If it is uncertain whether a reported forest fire is within a DNR protection area or on DNR land due to the fire's proximity to the boundary line, the Fire Department or DNR shall notify the other party. If the Fire Department or DNR is unable to contact the other party, it shall take immediate, independent action to effectively suppress the forest fire, as soon as practicable. Thereafter, it shall notify the other party and report the location of the fire and the action that was taken.
- d. The DNR agrees to notify the Fire Department through County Dispatch if they become aware of a structure or vehicular fire within the Fire Department's jurisdiction.

4. COMMAND AT FIRES

The Incident Command System will be used at all forest fires. When the Fire Department is the first to arrive at the scene of a forest fire within a DNR protection area or on DNR land, the Fire Department shall establish incident command and begin initial attack. Command of the incident may be transferred to a qualified DNR incident commander upon arrival. A Unified Command structure is encouraged when deemed appropriate. If DNR does not arrive on scene, or is called to another incident, the Fire Department shall maintain command of the forest fire until out.

5. OUTSIDE ASSISTANCE

A DNR designated employee shall be consulted when in attendance by the chief officer of the Fire Department before calling in additional crews and equipment or outside fire departments for forest fires originating and occurring in DNR protection areas or on DNR lands. The incident commander is responsible for releasing the additional crews or equipment as soon as possible.

6. EQUIPMENT AND PERSONNEL REQUIREMENTS

- a. The DNR and the Fire Department agree to have available and utilize firefighting units suitable for suppressing forest fires. Responding units should be equipped with forest fire fighting hand tools and equipment. All responding units shall be equipped with a radio that contains a common frequency with the local DNR fire units, such as "Fire-ground Blue."
- b. It is recommended that Fire Departments respond to forest fires with firefighters that have successfully completed **INTRODUCTION TO WILDLAND FIRE SUPPRESSION FOR WI FIRE DEPARTMENTS** in accordance with NFPA 1051 standards, which is an 8-hour course taught by DNR personnel and available to all Fire Departments.
- c. Firefighters shall wear protective clothing on all forest fires. It is recommended that protective clothing meets the 1977 NFPA standard on protective clothing and equipment for forest fire fighting including, as a minimum, Nomex shirts, pants or coveralls, boots, hardhat or helmet, and leather gloves. Use of web belts and fire shelters are also recommended for additional protection. Structural turnout gear should be available on each unit for every firefighter in the event there is a structural fire.

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7. FIRE SUPPRESSION SERVICES AND COMPENSATION

- a. The Fire Department agrees to provide suppression services on forest fires, if its resources are available, whenever it is requested to respond by DNR or through established dispatch procedures. The DNR agrees to provide suppression services on forest fires, when resources are available, if requested by the Fire Department or through established dispatch procedures.
- b. In DNR Protection Areas, Fire Department suppression services compensation applies to all forest fires occurring outside the limits of incorporated villages and cities.
- c. In Cooperative Areas, Fire Department suppression services compensation only applies to forest fires originating on DNR owned lands.
- d. On all State lands and lands under DNR management, Fire Department compensation for invited assistance for prescribed burning on DNR managed lands.

8. COMPENSATION

The Fire Department must choose one compensation option from each of the following response categories below. Choose an option from each response category and check the selected option box.

NOTE: The person(s) responsible for causing the forest fire may be billed by DNR for all suppression costs, including those incurred by the Fire Department, that are billed to DNR:

a. INITIAL ATTACK:

Compensation for providing initial attack forest fire suppression, (including building protection) on forest fires within the Fire Department's area of jurisdiction. Initial attack is defined as the first hour of forest fire suppression services (choose one).

☒ **Option 1.** No payment for providing forest fire suppression on all initial attack forest fires.

☐ **Option 2.** Receive payment for providing forest fire suppression on all initial attack forest fires.

b. EXTENDED ATTACK:

Compensation for providing extended attack forest fire suppression, (including building protection) on forest fires either in or outside the Fire Department's own area of jurisdiction. Extended attack is defined as forest fire suppression on an incident where services exceed one hour (choose one).

☐ **Option 1.** No payment for providing forest fire suppression on all extended attack forest fires.

☒ **Option 2.** Receive payment for providing forest fire suppression on all extended attack forest fires.

c. PRESCRIBED BURNING:

Compensation for assistance with DNR for prescribed burning activities (choose one).

☒ **Option 1.** No payment for providing prescribed burn assistance on prescribed burns on DNR managed lands.

☐ **Option 2.** Receive payment for providing prescribed burn assistance on prescribed burns on DNR managed lands.

9. BILLING PROCEDURE

- a. Fire Dept, township, or governing body agree not to directly bill any landowner, responsible party or governmental body for forest fire suppression service costs paid by the DNR for services consistent with this Agreement.
- b. If the Fire Department bills the DNR for fire suppression costs; (a) the bill shall be prepared on the appropriate form, and (b) the bill shall be presented no later than 14 days following the date on which the fire suppression was completed. Failure to meet this deadline may jeopardize the payment of the bill.
- c. If the Fire Department submits a bill for services rendered in suppressing a forest fire it shall be paid by the DNR subject to the following limitations.
 - i. No payment will be made by DNR for runs on or associated with non-reportable fires. Examples include, but are not limited to:
 - Burning activity covered by a legal burning permit.
 - Burning activity not covered by a legal burning permit but has not escaped control.
 - Cannot be located.
 - False alarms.
 - Structural fires.
 - Vehicle fires.
 - Cooking or warming fires.

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- ii. No payment will be made by DNR for forest fire suppression actions where the Fire Department provides no suppression services.

10. RECOMMENDED STAFFING

- a. The recommended staffing and equipment for initial attack forest fire suppression operations is as follows:

1 4x4 brush rig (ICS Type 5-7 Engine);
1 engine (or a tender (tanker) with pumping capabilities, ICS Type 1-4 Engines);
6 forest fire trained firefighters

- b. During periods of very high or extreme fire danger, more personnel and equipment than listed above may be required for the initial response.
- c. Should the Fire Department respond with more than the recommended or requested dispatch, only that equipment and personnel needed and actually used for suppression will be compensated at the predetermined rate. Compensation for additional equipment and personnel may not be made to the Fire Department unless the DNR agrees it was reasonably necessary for suppression.

11. STAFFING FOR STRUCTURAL PROTECTION

Staffing and equipment dispatched for structural protection on project fires is Fire Department specific.

12. PAYMENT

- a. **SCHEDULE** - Payment for engines and personnel used in forest fire suppression or prescribed burning shall be made according to the following schedule:

- (i) Engines that pumped for active forest fire suppression or prescribed burning **\$100/hour.**
(ii) ATVs, UTVs and similar equipment that pumped for active forest fire suppression or prescribed burning **\$50/hour.**
(iii) Fire Department personnel that provide suppression assistance on the forest fire or prescribed burning **\$12.25/hour.**

- b. **CALCULATION OF PAYMENT** - Following the first hour of suppression service, bills submitted shall be calculated to the nearest ¼ hour. Service begins when the engine leaves its station, and continues until it returns to its station when suppression action was taken by the Fire Department.

13. LIABILITY

The Fire Department, its employees, agents, and members, shall not be deemed employees or agents of the DNR for any purpose, including worker's compensation. Worker's compensation coverage for the employees, agents, and members of the Fire Department shall be provided by the Fire Department in accordance with s. 102.07(7), Wis. Stats. In addition, the DNR shall not be liable for any damage to, or destruction of, vehicles or suppression equipment beyond that liability established in ss. 893.82 or 895.46, Wis. Stats., or as otherwise established by the State Claims Board and approved in accordance with statutes.

14. COORDINATION

- a. A written outline of routine communication procedures, notification procedures, together with maps and rosters of on-call personnel, should be jointly prepared by and between the Fire Department and the DNR.
- b. A current contact list of the names, addresses and telephone numbers of the DNR's Forestry personnel for the area described in the Agreement shall be developed.

15. TERMINATION

This Agreement shall be binding upon the parties hereto until six months following written notice of termination by either party. Either party reserves the right to cancel this Agreement in whole or in part without penalty. The DNR reserves the right to cancel this Agreement in whole, or in part, without penalty, due to non-appropriation of funds or failure of the Fire Department to comply with the terms, conditions, or specifications described.

16. NONDISCRIMINATION

The Fire Department agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability, as described in s. 51.01(5), Wis. Stats., sexual orientation or national origin. This provision shall include, but not be limited to, the following; employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Fire Department agrees to post in conspicuous places, availability for employees and applications for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

17. ASSIGNMENT

This Agreement may not be assigned or subcontracted in part or in whole without written approval from the DNR and may only be changed or amended in writing.

18. PARTIES

- a. In this Agreement, the DNR and the Fire Department includes its successors, their respective officers, employees, agents, directors, subcontractors, assignees, partners, and representatives.
- b. This Agreement and its referenced parts and attachments, shall constitute the entire Agreement and previous Agreements, whether written or oral, are hereby superseded.

19. AMENDMENT

Any revisions must be made by an amendment to this Agreement or other written documentation, and signed by both parties. This Agreement shall commence upon its signing by both parties and continue until termination under paragraph 15.

20. AUTHORIZATION

Each person signing this agreement, personally warrants and represents that he or she is authorized by his or her principal to bind the party for whom he or she is signing.

DEPARTMENT OF NATURAL
RESOURCES for the Secretary

Signature of DNR Area Forestry Leader

Date Signed

Signature of Fire Chief

Fire Department

Date Signed

La Pointe Fire Department

6-4-2021

Signature of Other Authorized Representative

Date Signed