Village of Somers
7511 12th Street
Somers, WI 53171

Village Work Session Meeting
Agenda
Tuesday, January 21, 2025
5:30 p.m.

Village Board Work Session Meeting:	
Item #	
1	Call to Order
2	President & Trustee Reports
3	Discuss McMahon's Final Report for the Fire Department Operations Study & Staffing Needs Assessment received Jan. 15, 2025.
4	Review and Discuss proposed Ordinance 2025-001, an Ordinance to update Chapter 5 Code of Ordinances of the Village of Somers to require the use of a system called The Compliance Engine as it relates to fire protection system inspections, testing, maintenance, and servicing.
5	Discuss proposed Village of Somers 2025 and Long- Term Goals.
6	Discuss Kenosha Unified School District's February 18 referendum question to exceed revenue limit by $23,000,000 per year for five years for non- recurring purposes.
7	Review and Discuss application for Class "B" (Picnic) Beer License from Shoreland Lutheran High School Shooting Club Banquet on February 23, 2025. Event to be held at Shoreland Lutheran High School, 9026 12th Street Kenosha, WI 53144 from 4 p.m. to 9 p.m.
8	Review and Discuss application for Temporary Operators License: Amber Wasurick, for the Shoreland Lutheran High School Shooting Club's fundraising banquet and request to waive fee.
9	Review tentative agenda for Village Board meeting on Jan. 28.
10	Adjourn

I hereby certify that as the designee of the chief elected official of the Village of Somers, I posted this notice of the January 21, 2025 Village Work Session & Agenda in 1 public place & on the Village website.

Dated this 17th day of January 2025. Wendy Burnette, Clerk-Treasurer

Requests from person with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at 262-859-2822 with as much notice as possible. **Notice is hereby given that members of the Village Board may participate telephonically.**

Original Post Date: Jan. 17, 2025

Notice is hereby given that members of the Town Board may be in attendance for the sole purpose of gathering information. A quorum may be present. However, no Board action will be taken.

Established 1843
Somers
VILLAGE & TOWN
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VILLAGE OF SOMERS
VILLAGE BOARD
WORK SESSION ITEM MEMORANDUM

WORK SESSION: January 21, 2025

TO: Village President Stoner and Board of Trustees

PREPARED BY: Kevin Poirier, Assistant to the Administrator

AGENDA ITEM: #3 Discuss McMahon's Final Report for the Fire Department Operations Study & Staffing Needs Assessment received Jan. 15, 2025.

BACKGROUND:

Listed in the Village of Somers 2023 and Long-Term Goals is the following:

- Outline plans for remodeling or rebuilding Fire Station 2
- Consider long term plans for Fire Station 3

In February of 2023, Chief Andersen had Keller Construction come to a Work Session to present to the Board, as it pertains to the evaluation of needs, planning and designing of a fire station. At that time the Board was undecided on how they wanted to proceed. The discussion seemed to focus on a more holistic study as it pertains to the Village's needs.

Trustee Ostby has been in contact with a leading provider of Fire Facilities and Personnel Needs assessments. Administration, Chief Andersen and Trustee Ostby met on October 9th to review a sample proposal and discuss what else should be included.

At our October 17th, 2023 the Board discussed whether to move forward with a possible Request for Proposals for a Needs Assessment for Current and Future Facilities and Fire/EMS personnel. At our Nov. 7th, 2023 Work Session, the Board instructed Administration to draft a Request For Proposals.

In January, nine proposals were received. At our February 6th Work Session the Board was provided with each proposal and a spreadsheet that summarized what was received. Electronic versions of each proposals can be viewed using the following link: https://www.somers.org/wp-content/uploads/2024/02/2024.02.06-Village-Work-Session-Materials.pdf

At the beforementioned Work Session the Board requested that a group consisting of Administration, Chief Andersen and several Trustees review the proposals and report back the Board.

On February 12th, Administration, Chief Andersen, Trustee Ostby, Trustee Fredrick and Trustee Smith met to discuss the proposals. Based on this meeting, it was decided that Chief Andersen and Administrator Peters would call references for several of the submissions and report back to the group.

On March 1st, Administration, Chief Andersen, Trustee Ostby and Trustee Fredrick met to discuss our findings. The group discussed reference calls regarding the following submissions:

At our March 5th Work Session, the Board heard from our group that based on our reference checks and review of the proposals, the group agreed that McMahon Associates was the best fit for the Village. The group felt that their analysis of response time, and fire location would give the Village the best information to plan for the future and that they could also be partners in building future facilities if needed. At this time the Board requested that Chief Andersen further look into McMahon's work with other communities.

The Fire Study was reviewed again at our April 3rd Work Session. Chief Andersen reviewed McMahon's work in other communities and has interviewed Southshore's Chief on the work that was completed for their organization. Southshore's Chief was highly complementary of McMahon's work.

McMahon presented the Fire Station Needs Study to the Board on the September 3rd Work Session. At that time, the board recognized the need to rebuild station 2 and approved moving forward with soil samples on Village owned properties behind the current location of the station. Those will be conducted in the spring once the ground thaws.

UPDATE:

McMahon completed its Final Report for the Fire Department Operations Study & Staffing Needs Assessment earlier this year.

The report came up with a list of 19 recommendations including changes to the structure of the department, increase to the pay rate for part-time, paid-on-premises and paid-on-call staff and the adding full-time firefighters to the department.

Following up on the need to replace Station 2, on January 16th, the staff at Fire Station #2 found the building without heat when they reported for their shift. Heating & Cooling Solutions came in to fix the furnace. They happened to have the broken piece in stock but said that the manufacturer no longer makes it. The call cost the Village of Somers $745.83. They recommended replacing the furnace, which they estimated to cost between $4,658 and $8,576.

COMMENTS:

McMahon Project Manager Robert Whitaker will be at the meeting to present the report and answer any questions.

ATTACHMENTS:

Somers Fire Department Operations Study & Staffing Needs Assessment

Somers Fire Station Assessment

Heating & Cooling Service Call Invoice

Heating & Cooling Service Estimate

Fire Department Operations Study & Staffing Needs Assessment

FINAL REPORT

Prepared for

SOMERS FIRE AND RESCUE DEPARTMENT

KENOSHA COUNTY, WISCONSIN

January 21, 2025

McMAHON ASSOCIATES, INC.
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McM. No. S0403-04-24-00511

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VI. SUMMARY OF RECOMMENDATIONS

McMAHON ENGINEERS ARCHITECTS

I. INTRODUCTION

McMahon Associates, Inc. (McMAHON) was retained by the Village of Somers to conduct an operational study and staffing needs assessment of the Somers fire and rescue department. Included in this analysis was a review of current organizational structure, service levels and operations to make effective recommendations included in this study.

This Study reviewed fire department efficiency, effectiveness, compliance with accepted standards, the organizational structure and staffing of the Somers fire and rescue department. This study provides recommendations and options for the municipality to use now and in the future, when assessing Fire Department needs.

II. PROJECT WORK TASKS

To complete the objectives set forth in the Study RFP, McMAHON evaluated the operations of the Somers fire and rescue department to provide recommendations to improve its operations.

In conducting this study, McMAHON consulting staff met with the Village/Town Administrator, Village President, Fire Chief, Fire Department Officers and individual fire fighters and EMS personnel. The Department was also requested to provide a wide range of documentation to McMahon including budgets, call data, policies, procedures, etc.

The following presents an overview of the work tasks completed by McMAHON during the project.

1. Developed a project team of appropriate users and stakeholders to oversee and participate in the project. This included the Fire Chief, Deputy Fire Chief and a group of Captains.
2. Conducted a Project Planning Meeting with McMAHON Project Manager, the Project Team and key project personnel. Defined scope and mission, discussed work plans, established liaison responsibilities, coordinated project schedules, and confirmed other general arrangements.
3. Obtained and reviewed documentation provided by the project team pertaining to the project.
4. Conducted interviews and on-site observation to evaluate the current, and future, needs and standards of performance of the Fire Department. In conducting this study, we met or conducted telephone interviews with the following personnel:

    - Somers Fire Chief
    - Village/Town Administrator and Village President
    - Somers Fire and Rescue Department Officers and groups of fire fighters

Interviews and observations primarily focused on the following:

- Current department operations, staffing and levels of service
- Fire personnel workload, call volume and activity
- Administrative organizational structure
- Budget and capital needs
- Department policies and procedures
- Facilities and Major Equipment
- Fire Inspections
- Department training

5. Prepared for and facilitated a project status meeting to discuss the results of the interviews and on-site observations with the Project Team.
6. Reviewed the present fire workflows and processes to analyze and develop potential organizational and operational changes to improve efficiency and effectiveness. This review was based on the Commission of Fire Accreditation International (CFAI) categories and criteria. The performance indicators that were examined include the following:

- Governance and Administration
- Assessment and Planning
- Goals and Objectives
- Financial Resources
- Community Risk Reduction Programs
- Physical Resources
- Human Resources
- Training and Competency
- Essential Resources
- External System Relations
- Health and Safety

7. Determined any public safety industry standards and trends related to the Department's operational requirements. During the development of all recommendations, McMAHON considered many factors and standards as a basis for recommendations, including:

- National Highway Safety Traffic Administration (NHSTA)
- U.S. Department of Transportation – Federal Railroad Administration
- National Fire Protection Association (NFPA)
- Federal Emergency Management Association (FEMA)
- U.S. Fire Administration (USFA)

- Commission on Fire Accreditation International (CFAI)
- Occupational Safety and Health Administration (OSHA)
- Insurance Services Office (ISO) Rating Schedule
- Local Fire Protection Ordinances

8. Developed a comprehensive Fire Department operational and staffing needs analysis, utilizing the information provided by the documentation received, the interviews, national standards, and on-site observations. The projected growth and level of service needs were considered during the development of these recommendations. Recommendations included:

    - Effectiveness, efficiency, and performance of current fire operations
    - Efficient utilization of station resources
    - Administrative growth and organizational structure
    - Review of Department policies and procedures
    - Analysis of personnel and staffing needs
    - Recommended an effective implementation plan

9. Facilitated a recommendation meeting to present preliminary recommendations and obtain feedback from the Project Team.
10. Listed and described the findings and recommendations on the Fire Department governance and administration, assessment and planning, goals and objectives, financial resources, programs, physical resources, human resources, essential resources, training, and external system relations, and all other items evaluated and analyzed during the project.
11. Assembled the study report. Performed a detailed quality assurance review of the document to ensure that the document meets the expectations of the Project Team and conforms to McMAHON's standards.
12. Prepared and delivered the draft Report to the Project Team for review.
13. Received feedback from the Project Team regarding the content of the draft recommendations. Made any changes to the analysis based on the returned comments, as were deemed appropriate. Produced and delivered copies of the final document to the Project Team.
14. Presented the findings and recommendations of the analysis to the Village Board.

III. SOMERS FIRE AND RESCUE DEPARTMENT OVERVIEW

The Somers Fire and Rescue Department provides fire and emergency medical services to the Village and Town of Somers, which have a geographic area of 29 square miles.

Population Projection: The Department provides fire and emergency medical services to approximately 9,368 residents. The Village of Somers has several developments in the planning stages or underway that will increase the population of the community over the next several years. Under a boundary agreement with the City of Kenosha, areas of the Town of Somers will incorporate into the City of Kenosha in 2035. The population of those areas was 992 people at the 2020 Census.

Equalized Value Comparison: The Village and Town of Somers have an equalized value of approximately $1.7 Billion. The table below shows the current equalized value that the Somers Fire Department is tasked to protect. The Wisconsin Department of Revenue data indicates moderate growth in property values in 2020 compared to 2019.

Village and Town Of Somers				
Equalized Value Analysis				
Municipality		**2024 EAV**	**2020 EAV**	**% Change from 2020**
Village of Somers		$1,583,579,000	$940,358,100	68.40%
Town of Somers		$126,443,000	$92,841,300	36.19%
Kenosha County		$27,124,862,500	$17,968,070,600	50.96%
Source: State of Wisconsin Department of Revenue				

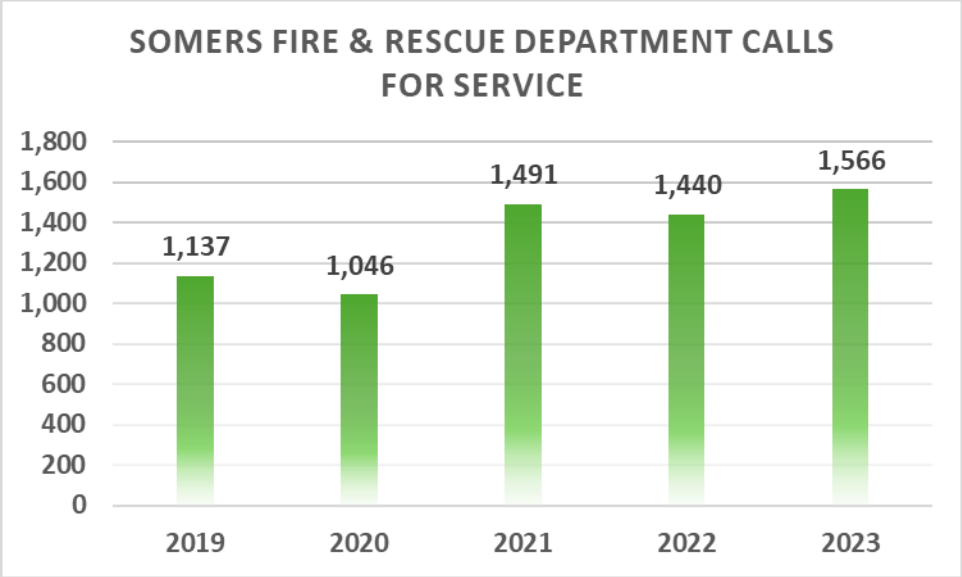
Per Capita Spending: An apples-to-apples comparison of municipal spending can be challenging due to differences in development types, development density, service levels, etc. However, an analysis of per capita spending conducted by the Wisconsin Policy Forum provides perspective of the Village of Somers cost per capita for fire and emergency medical services.

Per Capita Spending Fire & EMS			
Municipality	**2022**	**2020**	**Rank in 2022 of 604 Municipalities**
Village of Somers	$229	$187	62
City of Kenosha	$233	$224	59
Village of Mount Pleasant	$351	$240	16
Village of Sturtevant	$207	$199	85
Village of Pleasant Prairie	$206	$179	88
Source: Wisconsin Policy Forum			

Department Organizational Structure: The Department currently operates out of two stations with a staff of sixty personnel including command officers (nine members on the roster did not have any certifications as of October 6, 2024). Fourteen of the sixty personnel are full-time. The remaining staff are part-time, paid-on-call or paid-on-premise. The organizational structure is shown in the organization chart below.

- 1 Fire Chief (full-time)
- 1 Deputy Chief (full-time)
- 5 Captains (full-time)
- 2 Lieutenants (full-time)
- 5 Firefighters (full-time)
- 46 Paid-On-Call/Paid-On-Premise/Part-Time

Call Volume Analysis: The primary purpose of a fire department is to protect persons and property in its service area. The number and type of calls along with other services provided often determines the type of fire department a municipality operates. One measure of this aspect of service is annual call volumes. An analysis of the Department's call volume showed an increase of 38% for the past five years. Call volume increases have outpaced population increases in the community which, while not uncommon in the industry, demonstrates an increased workload on the workforce as the size of the Department has only slightly increased over those five years.



IV. SOMERS FIRE & RESCUE DEPARTMENT OPERATIONAL ANALYSIS

A. Department Overview, Demographics and Environment

The Village of Somers Fire and Rescue Department is a municipal fire department operated by the Village of Somers. The Department also protects the Town of Somers. The total protection area is approximately 29 square miles with a 2024 estimated population of 9,368.

Chapter 5 of the Village's Municipal Code establishes the Fire and Rescue Department and provides the organizational structure. The Village Board is the governing authority of the Department. A Fire Commission made up of five (5) citizens is appointed by the Village president. The citizens must be residents of either the Village or Town of Somers. The Commission appoints the Fire Chief and performs other duties as identified in the Municipal Code and State Statutes.

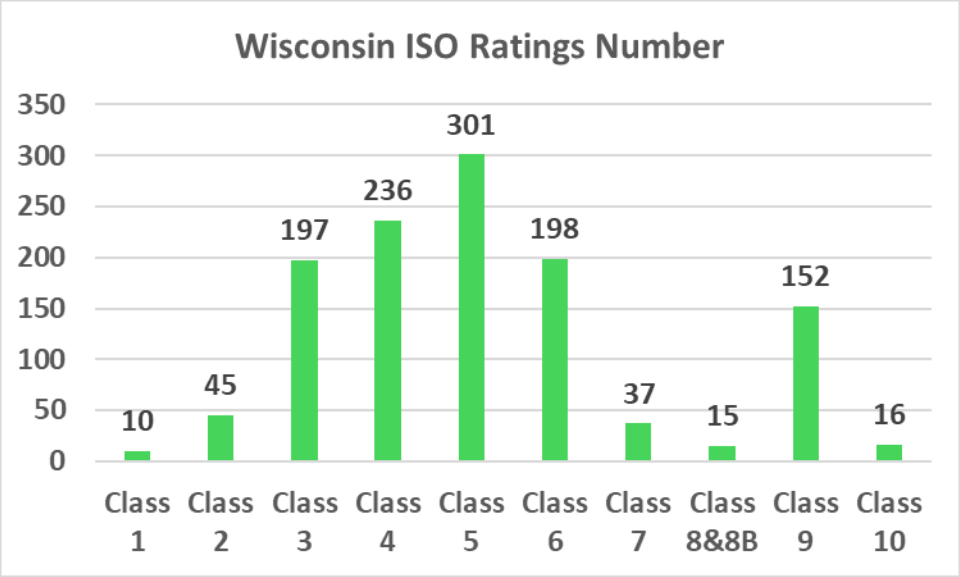
The Town of Somers Ordinances also detail the organization of a Town Fire Department and Fire Commission. While the authors of this study understand this is likely the result of the transition to the incorporation of the Village, **it is recommended the Town Ordinances be updated to reflect that the Village of Somers Fire and Rescue provides services to the Town of Somers.**

The Department operates from two fire/EMS stations. Stations are located at:

- Station 1: 7511 12th Street
- Station 2: 818 12th Street

The Department operates a paramedic level EMS service and has an Insurance Services Office (ISO Rating) of Class 4.

The ISO rating schedule measures the major elements of the Village and Town's fire suppression system. These measurements then are developed into a Public Protection Classification number on a relative scale from 1 to 10, with 10 representing less than the minimum recognized protection. The schedule is a fire insurance rating tool used to determine property insurance premiums that property owners pay to their insurance carrier. The chart below demonstrates the number of departments with various ISO Ratings in Wisconsin.



Source: Insurance Services Office (ISO)

B. Governance and Administration

Governance of the agency is outlined in the Village's Municipal Ordinances. As referenced earlier in the report, it is recommended the Town's Ordinances be updated to reflect that the Village Fire and Rescue Department provides fire and rescue services to the Town.

The Department has an approved organizational structure and set of administrative policies and standard operating guidelines in place.

The Department's standard operating guidelines (SOG) were last updated in October 2021. These are dynamic documents and need to be continually updated and adjusted. **It is recommended a plan be developed to ensure each SOG is reviewed for needed updates on a cycle of approximately once every three years.**

The organizational structure of the Department's Command Staff was closely analyzed as part of the study. The organizational structure of the Department has undergone changes as the Department has transitioned from a department that was primarily composed of a

small number of full-time with paid-on-call to a combination of full-time and part-time/paid-on-call/paid-on-premise members. **It is recommended the structure of the fire and rescue department's command staff structure be transitioned from a fire chief, a deputy chief, 5 captains and 3 lieutenants to a fire chief, a deputy chief, 4 captains and 3 lieutenants as positions are vacated through attrition.**

Somers Fire and Rescue Department Command Staff Structure		
Rank	**Current**	**Recommended**
Fire Chief	1	1
Deputy Chief	1	1
Captain	5	4
Lieutenant	3	3

Under the current command staff structure, the roles and responsibilities of the Deputy Chief are unclear to not only the Deputy Chief himself, but members of the Department. The current job description for the position primarily just indicates that the Deputy Chief "assists" the fire chief. Specific areas of the organization that the Deputy Chief is responsible for managing and oversee should be documented in the job description and in a formal chart of the organization. **MCMAHON recommends that the department consider transitioning the responsibilities for day-to-day operations to the Deputy Chief to allow the chief to concentrate on administrative responsibilities. Once the specific roles and responsibilities for the position are identified, the Fire Chief should ensure they are documented, communicate those responsibilities to the entire Department and monitor performance through the annual performance evaluation process.**

From a longer term perspective, moving the captain position that oversees fire prevention and inspections from a twenty-four hour shift schedule to a Monday thru Friday schedule and replacing that position with a firefighter on shift will support service demands placed on the Department as development in the community will likely continue leading to increased demand for inspections and prevention services.

C. Assessment and Planning

An important component of community fire and emergency medical service provision is to establish the community's expectation of services in relation to the risks that exist in the community. This allows the Department to develop programs to meet community needs and expectations, prioritize those programs based on available financial resources and to utilize data to measure the impacts of the programs.

The first step towards establishing community expectations of service is to complete an all-hazards risk assessment of the response area. **MCMAHON recommends the fire department complete an all-hazards risk assessment.** A risk assessment is a process for identifying potential hazards/risk exposures and their relative probability of occurrence;

identifying assets at risk; assessing the vulnerability of the assets exposed; and quantifying the potential impacts of the hazard/risk exposures on the assets.

Developing the community expectation of service and program outcomes is also an important component of assessment and planning for fire and emergency medical services. A document describing those expectations is called a Standard of Cover (SOC) Study. SOC includes response time goals and analysis of capabilities of the Department based on critical task analysis.

The SOC should go beyond only identifying response time goals for first arriving units. While this is an important component of grading services, it is also important to measure the response times for entire response packages that are needed to mitigate the incident. **MCMAHON recommends that the fire department develop a Standard of Cover that includes response time goals and measure and report on performance to the Village Board.**

D. Goals and Objectives

Establishing a strategic plan for the organization is an important way to not only set goals for the organization, but to inform stakeholders about the Department and the direction it is moving. **MCMAHON recommends that a strategic plan be developed for the Department that is consistent with the community master plan.** It is important that Department leadership involves the organization and community in the development of the strategic plan and then report on progress towards achieving goals and objectives cited in the strategic plan to all stakeholders.

E. Financial Resources

The financial resources of an organization impact every category evaluated as part of this report. Resources must be adequate to maintain the various programs to which the Department commits to provide to the citizens.

Planning, management and ensuring stability of the financial resources of the Department is a shared responsibility of the Fire Chief, Village Administrator and governing body of the Department. The budget for the fire department is an expression of agency programs and priorities. Therefore, it is important that the budget be developed with involvement from the Village Board.

The Village Board is active in discussing fire and rescue department needs and the impacts of those needs on the fire and rescue department's budget.

F. Programs

This section of the report covers the delivery of services directly to the community. The primary service provided by the Department is emergency response. Communities often grade fire department service delivery based on response times. While response times should not be the sole method to evaluate service delivery, it is an important part. The Department measures its response times from the time the call is answered by the 911 Dispatch Center until the arrival of the first fire department unit to the scene. MCMAHON supports this method of measurement for response times.

Two common methods exist to evaluate compliance with goals for response times:

1) Measuring compliance for 90% of the calls for service
2) Measuring average response time

The first method of measurement provides a more accurate portrayal of response time (9 out of every 10 calls), whereas the second method shows the average, which can generally be considered 5 of out of every 10 calls).

The Department has historically reported its response time performance using the average response time method. The chart below details average response times and 90% fractile response times for a five-year period. As expected, the response time data shows longer response times since this data point looks at 9 out of 10 calls, whereas the average response time method is evaluating the mean of the data set. **It is recommended that the Department start evaluating response times using both the average and 90% method rather than just the average method.**

Somers Fire & Rescue Department Response Time Analysis							
	2019	2020	2021	2022	2023	Average	Median
Average Fire/Rescue/Service	7:50	7:42	6:07	7:13	5:14	6:49	
Average Medical	7:50	7:38	7:26	6:58	7:11	7:24	
90% Fire/Rescue/Service	12:30	11:05	10:34	9:36	9:10		10:34
90% Medical	8:16	10:33	10:17	9:37	9:40		9:40

	3 Year Average Response Time (2021-2023)
Bristol	8:35
Paris	9:44
Somers	6:41
Pleasant Prairie	6:22

G. Response Reliability Evaluation

The staffing model the department currently utilizes provides for on-duty staff that can respond to two simultaneous emergency medical services calls by having one response crew available in each station. An evaluation of the reliability of the current response model is to evaluate the frequency of calls with occur simultaneously, in other words, they overlap each other.

This assessment assists in providing a gauge of response reliability of the resources on-duty and whether sufficient resources/personnel are on duty in each station/response area to handle the regular volume of calls for service.

The consultant team looked at response data provided by the fire department to evaluate the frequency of overlapping calls. Generally, if more than two calls occur simultaneously, the Department relies on either callback of off-duty personnel or mutual aid to handle these calls. The analysis demonstrated that the percentage of simultaneous calls to total calls for service has increased from approximately 3.4% in 2019 to 12.2% in 2024.

The data demonstrates that scheduling sufficient staffing for an ambulance or engine response of three people in each station is currently needed, however, it is expected the frequency of simultaneous calls will grow as total calls for service grow. As total call volume and the frequency of simultaneous calls increases a fourth person should be added to the daily staffing at Station 1 to allow for a third ambulance crew on-duty. The Staffing Needs Assessment of this report provides additional detail on staffing recommendations.

H. Prevention & Public Education

The Department has an active prevention and public education program in place. The program is overseen by one of the five captains on the Department. The Department is active with both fire prevention programming and has an active social media presence.

The State's requirements for fire prevention and inspection programming are detailed in Administrative Code – Safety and Professional Standards #314 (SPS 314). Fire inspections of all public buildings and places of employment within the territory of a fire department are required to be performed by the fire department to be eligible for the State's 2% Dues Grant Program. The Somers Fire and Rescue Department is a recipient of the 2% Dues, thus is required to conduct fire inspections and provide various fire prevention programming.

Chapter 5 of the Village and Town Ordinances addresses the fire and rescue department and fire code enforcement. Both the Village and Town Ordinances require fire inspections to be conducted semi-annually. The semi-annual inspection cycle is included in SPS 314, however, SPS 314 does allow for an exception for certain occupancy types to be inspected less frequently. Many communities across the State have utilized this exception to assist

in managing the workload related to fire inspections. **It is recommended that the Village and Town evaluate an exception in State Administrative Code SPS 314 that allows for a specific set of occupancy types to be inspected at least once per calendar year provided the interval between inspections does not exceed 15 months (SPS 314.01(13)(b)5) and update the Village and Town Ordinances if changes to the current inspection frequency are acceptable to the Village and Town Boards.**

SPS 314 also adopts a State Fire Code - National Fire Protection Association (NFPA) Standard #1 – 2012 edition. This code is considered the uniform fire code for the entire State based on the State's adoption of 2013 Act 270 which established a uniform commercial building and fire code for the entire State. Act 270 basically prohibits any municipality from adopting building and fire code language that is more restrictive than the state adopted code. A "grandfather" exception was made for municipalities to submit fire code that was more restrictive than the code adopted by the State in 2013. A list of grandfathered codes, by municipality is listed on the State Department of Safety and Professional Standards Website. In reviewing Chapter 5 of the Village's Ordinances, the Village has adopted NFPA Standard #1 – 2015 edition. The 2015 edition is considered a more restrictive code than the 2012 edition. In reviewing the list of grandfathered codes by municipality, there are no grandfathered fire codes listed for the Village of Somers. **It is recommended the Fire Chief review current code adoption with the State's Department of Professional Standards to ensure adoption of NFPA #1 – 2015 edition is allowed to be adopted by the Village under current State Statute.**

I. Fire Cause and Origin Investigations

Investigations of fire cause and origin is the responsibility of the fire department according to State Statute. The Department maintains a team of staff members that are trained in fire investigation. The members trained in fire investigation participate in a county-wide fire investigation team. This is an efficient and effective method of providing fire cause and origin investigations.

J. Domestic Preparedness/Emergency Management

Emergency management was not evaluated as part of this study.

K. Fire Suppression

The vast majority of fire and rescue department staff are dual-role providers, in other words, they provide both fire suppression/rescue and emergency medical services.

Call volume for the fire department is generally separated in two categories: Fire/Rescue and Emergency Medical Services. In the United States, fire departments that perform emergency medical services and fire/rescue response generally have a call volume for emergency medical services that is at least 65% of total call volume. In Somers, emergency medical services calls account for 80% of total call volume.

2022 Incident Data Comparison			
Incident Type	**Somers**	**Wisconsin Average**	**National Average**
Fire	3%	4%	4%
Rupture/Explosion	0%	<1%	<1%
Rescue and Emergency Medical Services Incidents	80%	72%	65%
Hazardous Condition (No Fire)	2%	3%	3%
Service Call	7%	7%	8%
Good Intent Call	4%	7%	11%
False Alarm & False Call	4%	7%	8%
Severe Weather & Natural Disaster	0%	<1%	<1%
Special Incident Type	0%	<1%	<1%
Source: US Fire Administration Data			

While most calls for service are related to emergency medical services, the Department needs to maintain service capacity for fire/rescue calls for service. In other words, the Department cannot solely staff for emergency medical services calls. While the frequency of fire calls is lower, they provide a high level of risk for both the community and members of the department and they generally require more resources than emergency medical service calls, so managing resource availability is important to ensure public safety.

The Department has effective operating guidelines in place for response to fire incidents, however, at times, the resources available to suppress fire incidents are very limited. The Department has placed a significant reliance on calling off-duty personnel to maintain sufficient staffing for fire and emergency medical responses when on-duty staff is busy with other calls for service.

While the process of using off-duty personnel to back-fill stations was effective in past times, the process of relying on off-duty or paid-on-call personnel to staff fire and rescue stations has become less and less effective over the last decade. Off-duty personnel are not compensated for being on-call during their off hours, so there is no way for the Department to ensure personnel are available to respond to callbacks. As the Department's call volume has increased, so have the number of times off-duty personnel are called in. The Department, like Department's across the Country, has experienced a significant reduction in the number of off-duty firefighters responding to off-duty call-backs. This trend is likely the result of a change in the attitude of younger members of the workforce regarding work/life balance and the increased frequency of those callbacks. With those changes in the environment, the Department needs to consider that off-duty responses will continue to become less reliable thus increasing the need to rely on sufficient on-duty staff to respond to day-to-day call volume and reserve off-duty call-backs for major incidents.

Recommendations for additional staffing for both fire and emergency medical services are included in the Staffing Needs Assessment of this Report.

L. Emergency Medical Services

The Department operates a paramedic level service that is licensed by the State of Wisconsin. The medical director is actively involved in the Department. A system for quality assurance of patient care is in place and active. Significant emphasis is placed on the quality of emergency medical services provided by the Department. This emphasis should be applauded.

Emergency medical services produces significant revenue for the Village. Revenues are used to offset the costs of providing such services. The Village has a fee schedule that charges users of the service. The intent of the fees is to charge users the cost of providing the service.

M. Technical Rescue

The Department responds to technical rescue incidents. All members are trained to perform auto extrications. Several members of the Department are also trained as hazardous materials team and as dive team members. The hazardous materials and dive teams are county-wide teams. Support for the county-wide hazardous materials team is provided by the regional response network coordinated by the State Department of Emergency Management. The State also provides an urban search and rescue task force for incidents involving urban hazard mitigation, search and rescue and stabilization. As with hazardous materials response, local capability to respond to less complicated urban hazard mitigation and search and rescue is required. The resources available for technical rescue incidents are appropriate for the Department.

N. Physical Resources

The Department has two (2) stations. A separate study of the fire and rescue department facilities was completed by McMahon in 2024. Recommendations for fire and rescue facilities are included in that report. Staffing recommendations for the fire and rescue department are included in the Staffing Needs Assessment Section of this report.

Apparatus and Vehicles

Apparatus and vehicles are in very good condition. The fleet is of appropriate size and has sufficient resources. Maintenance is performed by a mix of in-house and contract service providers and is coordinated by Department Administration. Annual pump and ladder testing is performed and documented.

Records Management

The Department currently utilizes Imagetrend Records Management Software as its primary record keeping system. The software is appropriate for the Department's needs.

O. Human Resources

The Department and Village Administration coordinate efforts for human resource support of the Department. Full-time fire captains, lieutenants and firefighters are covered by a collective bargaining agreement between the Village and the Firefighter's Union. The Village has a Personnel Manual that covers non-represented fire department employees.

Job Descriptions for all positions should be in place and updated regularly to provide for requirements of positions and provide a basis for job performance evaluation. Currently, the Deputy Chief position is the only position with a job description in place. **It is recommended that job descriptions be adopted for all positions and reviewed regularly.**

P. Training and Competencies

Training for full-time members is primarily accomplished while personnel are on-duty. Training for part-time/paid-on-call/paid-on-premise is conducted while they work shifts in the stations. Training of personnel is overseen by the Training Captain. The captain does rely on resources from within and outside the Department to provide training programs. The training program is well-managed and covers applicable topics. A target of at least 16 hours of training per month for full-time members is recommended.

Q. Essential Resources

Water supply is a critical need for fire suppression operations. Many areas of the Village and Town are served by the Somers Water Utility. In areas without fire hydrants, the department must rely on support of water tenders to ferry water to a fire scene. As the Village develops, expansion and maintenance of the municipal water system will be important.

Two-way radio communications occur on a county-wide public safety radio system that allows for interoperability with fire and law enforcement in the County. The County is responsible for system infrastructure.

911 Dispatch services are provided by Kenosha County Joint Services. The 911 Telecommunicators utilize emergency medical dispatch (EMD) protocols to prioritize calls for service and provide pre-arrival instructions to callers. Interviews with members of the department identified concern of the members with the time it takes for Kenosha County Joint Services – 911 to process calls for emergency medical services. This is a common concern that the consulting team hears in communities that utilize EMD protocols. While not in the scope of the study to review performance of Kenosha County Joint Services – 911, the use of EMD protocols is recognized as the "gold standard" in emergency medical dispatching. The EMD protocol system does provide for recognition of patients with life-threatening, time sensitive needs and prioritizes timely dispatch of those calls and should be supported in conjunction with a robust quality assurance process.

R. External System Relationships

The Fire Department relies on other Village Departments and neighboring fire departments to provide effective public safety. Maintaining relationships with these various departments is important component of the Somers Fire and Rescue Department being an effective organization. The Department has effective working relationships with other Village Departments and the Kenosha County Sherriff's Office, the primary provider of law enforcement in the Village and the Town.

MCMAHON recommends the Department continue to seek additional automatic aid agreements with neighboring departments for initial response to high acuity/high-risk incidents such as structure fires. Automatic aid agreements allow for response of mutual aid partners at time of dispatch as opposed to traditional mutual aid agreements that require an incident commander to request assistance. Somers Fire and Rescue Department would benefit from entering into automatic aid agreements with neighboring Departments such as South Shore Fire Department, Kenosha Fire Department and Paris Fire Department for assistance at time of dispatch of structure fires. Currently, only Somers resources are dispatched for a structure fire and mutual aid is requested by the incident commander. Securing automatic aid agreements provides quicker response of resources that are needed to mitigate high acuity/high-risk events such as structure fires. Securing automatic aid agreements will require that Somers commit to staffing of stations so that reciprocal automatic aid can also be provided. Additional detail on this recommendation is included in the Staffing Needs Assessment Section of this Report.

S. Health and Safety

The State Department of Professional Standards Administrative Code SPS 330 requires that the Department have a Safety Committee. SPS 330 requires the Committee include representatives of fire department management and firefighters or representatives of firefighter organizations or other persons. The fire chief is responsible for appointing members of the committee. Meetings of the committee are required to be held at least twice per year. Minutes of meetings are required to be maintained. The Department does not currently have a Safety Committee. **It is recommended that a Safety Committee be established in accordance with SPS 330.**

A wellness/fitness program exists in the Department also. Each station has fitness equipment that is accessible to all members of the Department. The fitness facility at Station 2 is not adequate and in need of upgrades – this issue is addressed in the facilities report previously issued. Department members actively participate in the wellness/fitness program and in a physical fitness evaluation.

Other health and safety concerns regarding facilities are addressed in the facilities report previously issued.

V. STAFFING NEEDS ASSESSMENT

The Somers Fire and Rescue Department is composed of sixty personnel. The make-up of the Department is:

- 1 Fire Chief (full-time)
- 1 Deputy Chief (full-time)
- 5 Captains (full-time)
- 2 Lieutenants (full-time)
- 5 Firefighters (full-time)
- 46 Paid-On-Call/Paid-On-Premise/Part-Time

The Fire Chief and Deputy Chief work a Monday-Friday 40 hour per week schedule. The twelve other full-time members are divided among three shifts and work a rotating schedule of 24 hours on – 48 hours off. All full-time members also respond to callbacks of personnel while off-duty.

Paid-On-Call Personnel respond to callbacks when calls for service require additional personnel to either respond to the actual call or backfill stations. Paid-On-Premise personnel work shifts in stations to supplement full-time staffing. Paid-On-Premise Personnel are required to work forty-eight hours in one of the stations per month.

The Department maintains a minimum staffing of three personnel at Station 1 and two personnel at Station 2. State Administrative Code requires a minimum of two personnel to operate an ambulance. There are no minimum mandated requirements for staffing of fire apparatus other than for mutual aid calls for service, which generally require at least three or four personnel (depending on where the call occurs). The three personnel at Station 1 allow for staffing of a fire engine or ambulance, whereas the two personnel at Station 2 can staff an ambulance or fire engine for calls in the Village or Town of Somers only.

MCMAHON recommends the Department staff Fire Station 1 with four personnel per day and Fire Station 2 with three personnel each day. This allows for a total of seven licensed/certified personnel to be on duty. This staffing level allows both Station 1 to respond to either two simultaneous EMS calls or a fire call and for Station 2 to handle either a fire or an EMS call. This recommended staffing goal provides:

1) Staff to handle an additional EMS call (total of three as opposed to two).
2) Provides for a three-person fire engine at Station 2 compared to a two-person fire engine, thus enhancing fire suppression and rescue operations when compared to current staffing levels.

Recommended Daily Staffing Goal	
Station 1	**Station 2**
Captain	Lieutenant
Firefighter	Firefighter
Firefighter	Firefighter
Firefighter	

Current budgetary funding allows for staffing of only five personnel per day. *Funding seven personnel per day requires a significant investment and will likely either take several years or a referendum to fund this increase in staff.* Staffing the Department with a minimum of seven personnel per shift day will require a total of twenty-one full-time positions assigned to twenty-four-hour shifts. Currently the Department has twelve full-time positions assigned to twenty-four-hour shifts. The recommended model will require an addition of nine full-time positions. Vacation and sick leave will likely result in one of the seven firefighters on each shift being "off" most of the year, resulting in six remaining firefighters on duty. Part-time staff will be needed to fill vacancies resulting from vacation and other leaves to maintain a staffing of seven personnel.

Maintaining the part-time staff provides for mechanism to recruit future full-time staff, has a cost benefit as opposed to adding another full-time position on each shift and provides flexibility to the Department as it transitions to a larger full-time staff. Maintaining a non-full-time fire and EMS staff is challenging and will likely get even more challenging in the years ahead. Even with the nine new recommended positions, **the Department should, from a long-term perspective, continue to plan for a reduction in reliance on non-full-time staff in the future, especially as the community continues to grow.** The recommendation is not to suggest non-full-time fire and EMS personnel don't have a commitment to protecting the community, however the recommendation comes from a viewpoint that the available workforce of non-full-time fire and EMS staff is less than it has been in the past, that it will likely continue to get smaller and demand for service will increase as the community grows.

While the Department continues to rely on the part-time/paid-on-premise and paid-on-call staff, the consultancy team has developed several recommendations to maintain an effective staff. **While the Village considers methods to fund additional full-time personnel, McMahon recommends the following changes be made to the fire department:**

1) **Top pay for part-time/paid-on-premise and paid-on-call personnel be increased to up to $25 per hour for firefighter and paramedic certification/licensure. This will allow Somers to be competitive with other area fire departments for part-time/paid-on-premise and paid-on-call personnel.**
2) **A maximum number of paid-on-premise personnel paid to be on-duty should be set for the fire and rescue department. Currently paid-on-premise personnel are allowed to work anytime, resulting in a varying staffing level, which, at times, is more than is necessary.** Setting a maximum staffing level will allow for budgeted funds to be maximized. The primary use of funds for the part-time/paid-on-premise staff should be to maintain the minimum on-duty staffing. The minimum staffing number will likely change as funding allows for hiring new full-time firefighter

positions. Consideration should be given during this period of transition to utilize the part-time/paid-on-premise staff to increase staffing during day-time hours when calls for service are at its highest. Calls for service from 8 AM to 8 PM consistent nearly 70% of all calls.

3) **The Department should review the practice of compensating personnel who are not certified or licensed to function as a firefighter or emergency medical services provider to work at the fire station, attend training and respond to calls and alternatively reserve these funds to staff additional certified/licensed personnel.**

Once a consistent staffing of, at minimum, three personnel in each station can be achieved, MCMAHON recommends Somers re-engage neighboring departments in seeking opportunities for automatic aid responses for structure fires and other major emergencies. The current initial response to a report of structure fire does not provide sufficient reliable resources to meet critical tasks that need to be accomplished at a structure fire. Much of the current structure fire response from Somers Fire Department relies on paid-on-call personnel which is becoming more unreliable. **It is recommended that at least 16 personnel be dispatched to a report of a structure fire by the National Fire Protection Association Standard.** Sixteen personnel provide sufficient personnel to perform search and rescue, fire suppression and support operations required at a structure fire. A response package of at least sixteen personnel should be developed using automatic aid agreements for response to structure fires and other major incidents to ensure effective emergency operations and safety of responders.

VI. SUMMARY OF RECOMMENDATIONS

The Somers Fire and Rescue Department currently operates a service-oriented department whose members are committed to providing high level service to the Village and Town of Somers. The nineteen recommendations included in this study, if implemented, can make the Fire and Rescue Department more effective and efficient and improve public safety in the communities served.

The on-going growth in Somers will continue to increase service demand. As the community continues to grow, it is imperative the impact of growth on the service demands of the fire and rescue department be considered and funding be identified to support those needs.

While service demand has increased, changes in the employment market for fire and emergency medical services personnel also continues to challenge the Somers Fire and Rescue Department. The fire and emergency medical services industry faces significant challenges in recruiting and retaining a sufficient number of people to meet employment demands. These recruitment and retention issues have put significant strain on the part-time/paid-on-premise/paid-on-call workforce. What was once a method to gain experience over a course of several years for future full-time employment in a very competitive employment market, the part-time/paid-on-premise/paid-on-call workforce is literally now being considered for full-time employment within months of completing minimum licensure and certification requirements. For decades, the Somers Fire and Rescue Department has relied on the part-time/paid-on-premise/paid-on-call workforce to support staffing its fire and rescue department. The availability of that workforce has gotten smaller in the last several years while demand for workers has increased, leaving a challenge in recruiting and retaining workers and forcing fire and rescue departments across the Country to evaluate how they staff and compensate their first responders.

Summary of Recommendations	
1	It is recommended the structure of the fire and rescue department's command staff structure be transitioned from a fire chief, a deputy chief, 5 captains and 3 lieutenants to a fire chief, a deputy chief, 4 captains and 3 lieutenants as positions are vacated through attrition.
2	MCMAHON recommends the Department set a long-term staffing goal of four personnel on duty at Station 1 and three personnel on duty at Station 2. This allows for a total of seven licensed/certified personnel on duty per day. This will require a total of twenty-three full-time positions in the Fire and Rescue Department. Currently, there are fourteen full-time positions in the Department.
3	MCMAHON recommends that the department consider transitioning the responsibilities for day-to-day operations to the Deputy Chief to allow the chief to concentrate on administrative responsibilities. Once the specific roles and responsibilities for the position are identified, the Fire Chief should ensure they are documented, communicate those responsibilities to the entire Department and monitor performance through the annual performance evaluation process.
4	The Department should continue to plan for a reduction in reliance on part-time/paid-on-premise and paid-on-call staff in the future expecially as the community continues to grow. Until such a time that additional full-time staff can be funded and hired, Recommmendations 5, 6 and 7 (below) regarding part-time/paid-on-premise and paid-on-call personnel should be implemented.
5	MCMAHON recommends pay rates for part-time/paid-on-premise and paid-on-call personnel be raised to between $20 and $25 per hour depending on qualifications to remain competitive with other area departments.
6	A maximum number of paid-on-premise personnel paid to be on-duty should be set for the fire and rescue department. Currently paid-on-premise personnel are allowed to work anytime, resulting in a varying staffing level, which, at times, is more than is necessary.
7	The Department should review the practice of compensating personnel who are not certified or licensed to function as a firefighter or emergency medical services provider to work at the fire station, attend training and respond to calls and alternatively reserve these funds to staff additional certified/licensed personnel. Additionally, personnel who are not licensed or certified as firefighters and EMS providers should be transitioned to an unpaid intern program that is thoroughly vetted by legal counsel before implementation.
8	MCMAHON recommends the fire department complete an all-hazards risk assessment.

9	MCMAHON recommends that the fire department develop a Standard of Cover that includes response time goals and measure and report on performance to the Village Board.
10	MCMAHON recommends that a strategic plan be developed for the Department that is consistent with the community master plan.
11	It is recommended that the Department start evaluating response times using both the average and 90% method rather than just the average method.
12	It is recommended the Town Ordinances be updated to reflect that the Village of Somers Fire and Rescue Department provides services to the Town of Somers.
13	It is recommended that the Village and Town evaluate an exception in State Administrative Code SPS 314 that allows for a specific set of occupancy types to be inspected at least once per calendar year provided the interval between inspections does not exceed 15 months (SPS 314.01(13)(b)5) and update the Village and Town Ordinances if changes to the current inspection frequency are acceptable to the Village and Town Boards.
14	It is recommended the Fire Chief update local ordinances to ensure the ordinance(s) reflect fire code currently enforced in the communities served.
15	It is recommended that job descriptions be adopted for all positions and reviewed regularly.
16	It is recommended that a Safety Committee be established in accordance with SPS 330.
17	Once a consistent staffing of, at minimum, three personnel in each station can be achieved, MCMAHON recommends Somers re-engage neighboring departments in seeking opportunities for automatic aid responses for structure fires and other major emergencies.
18	It is recommended that at least 16 personnel be dispatched to a report of a structure fire by the National Fire Protection Association Standard.
19	It is recommended a plan be developed to ensure each Standard Operating Guidelines is reviewed for needed updates on a cycle of approximately three years.

FACILITIES ASSESSMENT

SOMERS
FIRE STATION

FOR
VILLAGE & TOWN OF SOMERS
KENOSHA COUNTY, WISCONSIN

SEPTEMBER 3, 2024

McMAHON ASSOCIATES, INC.
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McM. No. S0403-04-24-00511

FACILITIES ASSESSMENT
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FACILITIES ASSESSMENT

SOMERS
FIRE STATION

VILLAGE & TOWN OF SOMERS

KENOSHA COUNTY, WISCONSIN

SEPTEMBER 3, 2024

McM. No. S0403-04-24-00511

I. INTRODUCTION

McMahon Associates, Inc. (McMahon) was retained by the Village and Town of Somers to conduct a Fire Department Facilities Assessment. The scope of the assessment under contract included:

- Assessment of current conditions of facilities including building envelope, interior condition, life safety/building codes and accessibility. The Assessment would also evaluate the facilities' compliance with industry safety standards and codes. This would be accomplished through tours and interviews with facility staff regarding age and condition of building systems such as the HVAC. Also includes existing conditions report of Stations 1 and 2 to include a review of existing mechanical, electrical, plumbing services and related equipment for use in determining how to proceed with the current facilities and general architectural and structural observations.
- Maps showing response times and distance from the current stations to areas of the Village/Town.
- Presentation of general location options for a two-fire station model and a three-fire station model.
- Report presentation to Village/Town Board.

II. PROJECT WORK TASKS

To complete the objectives set forth in the Study RFP, McMahon toured and evaluated the Department's two fire stations and studied data in an effort to present general location options for a two-fire station model and a three-fire station model.

III. SOMERS FIRE DEPARTMENT OVERVIEW

The Somers Fire Department provides fire, rescue, emergency medical and related emergency services to the Village and Town of Somers in Kenosha County, Wisconsin. The Department operates from two fire stations that are both staffed 24 hours per day. The stations are located at:

- Station 1: 7511 12th Street | Kenosha, Wisconsin
- Station 2: 818 12th Street | Kenosha, Wisconsin

SOMERS FIRE DEPARTMENT QUICK FACTS

- Estimated Population Protected: 9,368 (State of Wisconsin Department of Administration 2023)
- Approximate Square Miles of Area Protected: 29
- 2023 Calls for Service: 1,566 (71% Medical, 29% Fire/Rescue/Service)
- 15 Full-Time Members
- 46 Paid-On-Call/Premise Members
- ISO Rating: 4 (2015)

IV. SOMERS FIRE DEPARTMENT FACILITIES ASSESSMENT

A. Fire Station 1 – 7511 12th Street | Kenosha, WI 53114

1. Architectural

The existing Station 1 resides within the Village of Somers Complex along with the Village Administration and the Department of Public Works. The original building was constructed in the 1940's, and with several additions and renovations over the years, with the most recent addition in 2011. The total size of the complex is approximately 53,761 SF including the lower level. The building is constructed in a variety of materials, ranging from wood, masonry, steel, and precast concrete. The exterior is clad in brick, stucco panel, and precast concrete. The roof systems are wood truss with asphalt shingles built over precast decking (east 2/3 of facility) and metal deck with insulation and a membrane roof system (west 1/3 of facility). The window systems are a combination aluminum storefront and clad wood windows. The building is fully sprinklered. The Fire Department consists of approximately 15,354 SF of the building.

Fire Station 1 contains spaces for:

- Nine Bunk Rooms
- Three Full Offices
- General Office and Storage Spaces
- Locker and Toilet Facilities
- Apparatus Bay
- Dispatch Room
- Medical Storage
- Day Room
- TV Lounge
- Kitchen Area

At our visit on June 26, 2024, we were able to interview staff on some of the Station 1 deficiencies:

Fire Station 1

- Maze-like interior flow.
- No access from locker room to apparatus bay without going through clean spaces.
- No decontamination separation for gear.
- Exhaust for clothes dryer is non-compliant.
- No drive-thru bays.
- Overhead doors are 12'-0" tall. Typically, these doors are being planned for 14'-0" height due to increasing vehicle heights and clearances with new apparatus. Existing ceiling/deck is at 14'-0" making taller doors in the existing space not feasible.
- Maxed out on space in apparatus bay (no room for Special Operations Trailer that is coming or present Crash Assessment Trailer).
- Kitchen casework, while code compliant at the time of construction, is not ADA complaint to the current code.
- Medical storage for EMS services is too small.
- Locker room is "tight" on room.
- Men's Restroom Off Locker Room
  - Urinal is not at ADA compliant height under current code.
  - Shower is not ADA compliant under current code.
- Women's Restroom Off Locker Room
  - Shower is not ADA compliant under current code.

Fire Station 1 Recommendations

- While the general condition of the Fire Department space appears to be in good condition, the layout of the building can be improved. A study to reconfigure the existing space should be considered to provide better flow and organization for the Department.
- Provide a solution for decontamination of gear.
- ADA upgrades will be required by the building code if spaces are remodeled.
- If feasible, consider a new stand-alone Public Works building on the existing property or nearby to allow the Fire Department to move into the present space for taller overhead doors and a cleaner configuration of apparatus bay and equipment storage.

- Consider demolition of existing exterior public works storage building to the south and revise pavement around the building to allow for two drive-through bays and an expanded training area.

2. Roofing

Overall, the roof systems appear to be in relatively good condition. There are two roof systems, the gable/hip areas of roof are completed with asphalt shingles while the "flat" roof sections (above the apparatus garage and in between the gable/hip sections of roof) are completed with black EPDM.

The asphalt shingle roofs appear to be wearing evenly on the surface, with potential routine maintenance needed at flashing and valleys. There are sections of valleys and flashings with inadequate seals or caulking. At the point of accessing the shingled roof (above the sleeping quarters) there was a "bubble" where the shingled roof came to the eave/gutter. This could be a point of possible water infiltration during winter months with ice dams. Also, at this point of access the gutter has pulled away from the eave with missing fasteners at the gutter supports. On the north side of the building (street side) there is a noticeable buildup of leaves within the gutters. These should be cleaned out every year to promote good drainage for watershed from the roof.

At the EPDM roof areas, maintenance of the roof seams at the ventilation units and material laps should be inspected and addressed. There were several locations where these seams have begun to separate and could become a point for water infiltration. At the eRofast end of the building, where the stone facade panels are installed, where they meet up with the vertical section of EPDM at the center of the building, there is separation of caulk sealing. The seam needs to be maintained to prevent further/future water infiltration at that point. In this same location, the EPDM roof has a considerable amount of "debris" on the horizontal roof surface between that section of wall and the roof drain – this debris should be cleaned up to promote good watershed to the roof drain and prevent clogging of the roof drain by the debris. At the roof top unit between the sleeping quarters and the Assembly Area Addition, there is standing water (likely HVAC condensate) on the roof, typically the result of inadequate roofing insulation slope/taper to direct water to the roof drain, consideration should be given to addressing this roof drainage to increase the life span of the EPDM material.

It is suggested that a licensed roofing company perform an independent inspection of both roofs to determine the full extent of required maintenance for these systems.

Roofing Recommendations

- Have the existing roof inspected by a licensed roofing contractor.

3. Structural

The Fire Station portion of the Village Complex encompasses several phases of construction. The oldest portions of the site consist of wood purlins or precast planks, supported by CMU walls or structural steel framing with masonry infill. Subsequent building additions match the style of the original construction.

The most recent building addition consists of steel joist roof framing, supported by precast concrete wall panels; an interior precast plank mezzanine is present in this most recent addition, supported by structural steel framing. At the lower-level regions, first floor framing consists of precast planks supported by structural steel framing and concrete foundation walls. Additionally, this addition included wood truss over framing above the original building roof structure.

Based on our observations, the structural framing system appears to be in good condition overall. Major signs of distress or deterioration were not observed in the existing building, though a few items are recommended for repairs or further monitoring. The existing building structure did not show apparent signs of foundation concerns or settlement.

Structural Recommendations

- Cracks were observed in the concrete slab-on-grade, both in the garage bays and in the lower level. The cracks are recommended to be caulked or grouted, and periodically observed for signs of further movement.
- CMU cracks were observed at the stack-bond blocks at the north exterior wall of the garage bays, on the sides of the garage doors. Cracks are also apparent in the precast plank joints at the same locations. The cracks are recommended to be caulked or grouted, and periodically observed for signs of further movement.
- Differential precast plank deflection was noted in the roof framing of the garage bays, at the joint between the original building and the first building addition. The deflection does not appear to be a sign of structural distress. The planks are recommended to be periodically observed for signs of further movement.

4. Mechanical

The HVAC equipment appears to have been manufactured over several years. Two Roof Top Units (RTU) that appear to be manufactured in 2010 and were tagged/ labeled with Johnson Controls markings leading us to assume that the units were designed and manufactured to proprietary specifications. With the age of the units along with the comments by the staff of inconsistent heating/cooling the units may be at the end of their lifecycle or in need of re-balancing or maintenance. The remainder of the HVAC equipment on the roof range in age from 2002-2008, here again due to the age of the equipment, may be reaching the end of their operational lifecycle. It was noted by staff that the roof top unit will stop working

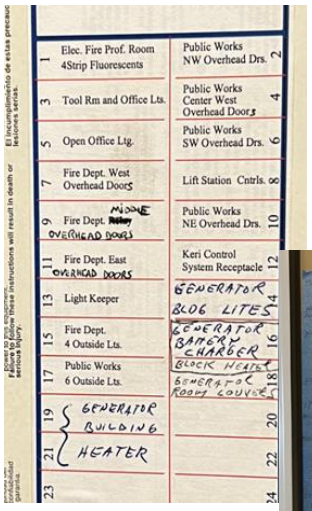
until the breakers are reset. The units lack vibration isolators, so vibrations and noise are transferred through the roof members. Additionally, the zones for heating and cooling are not consistent.

Mechanical Recommendations

- Consider having the system balanced or re-balanced by a licensed technician at a minimum.
- Consider budgeting for the replacement of the rooftop mechanical units.

5. Electrical

- **Power**
  - ELECTRICAL SERVICE The utility service drop is on the north side of the property along 12th Street and is routed underground to a 75KVA pad-mount utility transformer. The secondary utility transformer is 120/208V 3PH 4W. The WE Energies utility meter #14-141-238 and 800A CT cabinet is located on the north exterior wall of the building. The Square D I-line HCP Main Distribution Panel (MDP) has an 800A main bus with an 800 amp 80%-rated circuit breaker main disconnect and is located in the main electrical room. There is a service grounding electrode to the incoming metal water pipe. The maximum demand for the past 24 months is 103KW (357.4A at 208V 3PH). The capacity of the existing system is only 640A due to the 80%-rated main circuit breaker.
  - ELECTRICAL DISTRIBUTION The equipment is manufactured by Square D. The lighting and branch circuit panels are load center type panels.
  - GENERATOR The generator is located inside a separate building enclosure to the north of the main building. The generator is a 120/208V 3PH 4W Onan Cummins natural gas generator with a standby rating of 75KW / 93.8kVA and an ampacity rating of 260A at 120/208V. The generator was installed between 2009 and 2011. Generators have a typical life span of about 20 years with regular testing and maintenance.



▲ Figure 1 Emergency Panel in Main Electrical Room by Public Works

▲ Figure 2 Emergency Panel in Boiler Room Near Village Hall

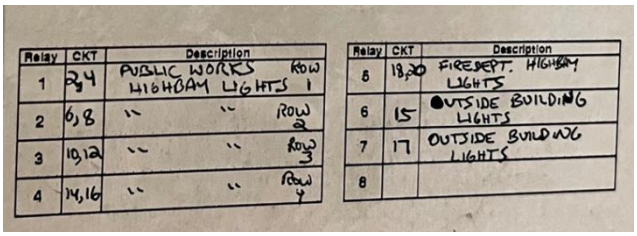
There is one Automatic Transfer Switch (ATS) located in the main electrical room. The ATS manufacturer is Cummins and is rated for 300A, solid neutral, open transition. The load side of the ATS serves two emergency panels.

The generator serves a variety of loads including boilers, hot water pumps, IT circuits, HVAC controls, Mech room lights, sump pumps, air compressor, door opener, fire dept lighting, and overhead doors. There are also emergency lights and exit signs fed from these panels. A complete list of loads is shown in Figures 1 and 2.

- **Lighting**
  - INTERIOR Emergency lighting and exit sign backup power is served by the generator. There are a few older random emergency unit battery lights.

    The interior lighting is mostly T8 fluorescent. When lamps burn out, they have been replaced with T8 LED lamps. Many of the light fixtures are not in very good shape with cracked/yellowed lenses.

    There are very few automatic lighting shutoff controls. Most lighting controls are manual toggle switches. There is a Litekeeper lighting control panel in the main electrical room with switching relays and astronomic timeclock that controls some lights in the building, see Figure 3 for complete list.



▲ Figure 3 Lighting Control Panel

  - EXTERIOR All exterior lighting is HID. Wall-mount exterior lights are controlled by the lighting control panel in the main electrical room. Parking lot lights are controlled by a different timer.

    A portion of exterior lights are on the generator, but not all. It is unknown whether there are exterior exit discharge lights with emergency backup at all exterior exit doors.

- **Special Systems**
  - FIRE ALARM The fire alarm control panel is a Simplex 4010. The head end was installed in 2011; it is no longer a current product but can be upgraded to a newer Simplex panel if needed. The control panel is in a storage closet adjacent to the Village Hall auditorium. The fire alarm system is monitored by Century Security using an analog POTS line. Smoke detectors, heat detectors and audible/visual notification devices are located throughout the building. There is one annunciator panel located at the Village Hall main entry vestibule.

    Each sleeping room has a combination CO/smoke detector.
  - VOICE DATA The main data room contains three 2-post racks with servers and patch panels. There is a data grounding system that bonds the main electrical service grounding, ladder tray, and racks. The room is cooled by a separate split system AC unit.

    Horizontal cabling is Category 6.

    50-micron fiber optic cabling is routed to the main electrical room network switch that sits on the storage shelving.
  - PAGING SYSTEM The Fire Department has speakers located throughout served by an amplifier. The paging system is not connected to any “smart” system.

- MASTER CLOCK There is no master clock system.
- SECURITY VIDEO SURVEILLANCE There are IP cameras located along the exterior of the building.
- SECURITY ACCESS CONTROL The access doors are controlled by Rosslare Security Products door controllers. There are card readers on all exterior doors. There is a card reader on door FD26 medical supplies. The security system is maintained by Hoernel Lock & Key, Inc. of Kenosha.
- SECURITY INTRUSION DETECTION SYSTEM There is no security intrusion detection.
- DOOR INTERCOM VIDEO SYSTEM There is no door intercom video system.

Electrical Recommendations

- Change door hardware on main electrical room to panic hardware since equipment is rated 800A per NEC and IBC.
- Remove all storage items from main electrical room.
- Add surge protection to the main electrical distribution panel with at least 360KA.
- Add customer load metering to normal-line side of ATS so that KW demand information can be measured on a regular basis.
- The emergency lights and exit signs cannot be combined on the same transfer switch as optional standby loads. The least expensive option to remedy this is to add unit battery backup lights to serve as life safety lighting.
- Add emergency exterior exit discharge lighting.
- The service grounding electrode system is incomplete without a bonding jumper across the water meter. Add a bonding jumper across the water meter per NEC.
- Replace receptacles in all truck bays to GFI type to meet NEC requirements.
- The basement elevator lobby does not have two-way emergency communication per International Building Code (IBC). Add a two-way communication system for the elevator lobby so that a stranded occupant that cannot use the stairs can use the system to call 911. https://www.avire-global.com/en-us/products/smartrescue-system/
- Consider a wireless GPS synchronized clock system. This would help keep all clocks at the same time, automatically adjust for daylight savings and reset after power outages.
- To save additional energy, consider replacing the interior light fixtures with energy efficient LED fixtures and energy code compliant controls. Energy saving controls include dimming, occupancy/vacancy sensing and automatic daylighting controls. In addition to saving energy, dimming LED sources increases the life expectancy of the fixture.

- Consider replacing the exterior building mount lighting and flagpole lighting to LED fixtures and energy code compliant controls. This would include replacing the existing mechanical time clock with a photocell and astronomical time clock combination. The astronomical time clock will automatically adjust for daylight savings time.

B. Fire Station 2 – 818 12th Street | Kenosha, WI 53140

1. Architectural

The existing Station 2 was originally constructed in 1975 and is a pre-engineered metal building. The original building featured a single overhead door, an office, single restroom, small kitchen, and storage room along the east wall of the building. During subsequent remodeling, additional doors have been added and the original interior rooms eventually removed and new spaces created in the 2000 building addition to the north side of the building. The building at present still has the original metal panel siding and roof. The 2000 building addition is constructed of split-faced CMU with an assumed wood truss roof covered with asphalt shingles. The same property includes a memorial park, a storage building used by the Public Works Department, and a cell tower. The building is fully sprinklered and is approximately 4,338 square feet.

Fire Station 2 contains spaces for:

- Three Bays for Apparatus
- Small Mechanical Room
- Gear Storage in the Apparatus Bay
- Laundry in the Apparatus Bay
- Small Workroom/ Weight Room/ Tool Room
- Dayroom with Kitchen
- Storage Room
- Office
- Office Converted to Sleeping Quarters
- Double Bunk Rooms
- Men's and Women's Restrooms

At our visit on June 26, 2024, we were able to interview staff on some of the Station 2 deficiencies:

Fire Station 2

- Built on an Old Landfill Site
- Cracked CMU Walls
- HVAC Issues
- Roof Issues
- Overhead door clearance height and width in apparatus bays (only one door that can serve larger equipment).
- Clearance width limits due to overhead door width limits.
- Entry doors need constant adjustment due to frost heave in cold months.

- Fire alarm panel can no longer be served due to age.
- Building envelope (insulation) is not adequate in original building. It is believed that the 2000 building addition CMU wall was not insulated as there is frost on the restroom and bunk room walls during cold months. Tiles on the walls fall off.
- Shower drains were placed at the high point of the sloped floor.
- There is no room for additional apparatus.
- No notification system – radio and comm issues.
- No decontamination separation – linens are washed in the same washing machine as the gear.
- Parking lot asphalt is nearing replacement.

Fire Sation 2 Recommendations

It is recommended that the station be replaced. There is an opportunity on the site for a new station – set up for long term service. An option is to look at sitting a new station building to the north where the softball diamond is/was. Another opportunity is relocating the existing playground equipment – on the site – closer to 12th Street for more visibility, to open the center of the property for use.

2. Roofing

The 2000 addition has an asphalt shingle roof while the original 1975 building is a mechanically attached (screw down) metal roof panel system. The asphalt shingle roof appears only to have been repaired in areas as needed since its installation (sections of shingles in the field, ridge caps, equipment cut-ins, etc.) and the majority of the shingle material shows its age (worn and much of the granular material has dissipated from the shingle). In addition, at the west side of the gable between the addition and the original building (by the AC condenser on the ground below), there exists a “buckle” in the shingles which could be an area of water infiltration due to ice damming in the winter months or wind driven rain due to the separation from the substrate below.

At the metal roof, there is significant surface rust in “patches” across the entire roof surface (both east and west elevation), though and it appears to be only surface in nature (no crumbling or cracking of the metal surface indicating rot). There are two or three sections of roof on the east elevation that have been cut out and replaced with colored metal roof panels. The roof penetrations appear to be in good shape and the sealant does not appear to be separating or cracking. It is suggested that, should this building remain operational, a more thorough inspection of both roofs be performed by a professional roofing company.

Roofing Recommendations

- Have the existing roof inspected by a licensed roofing contractor.

3. Structural

The original building construction consists of a Pre-Engineered Metal Building (PEMB), with windows added as part of a previous renovation. At the concrete slab-on-grade, larger floor joints are present; it is unclear whether these joints were intentionally enlarged to help with internal floor drainage, or if the joint spacing is the result of PEMB shifting over time. It is our understanding frost heave may be impacting the doorway stoop foundations, as the doors need to be adjusted a few times a year due to alignment issues.

North of the original building, a single-wythe CMU building was constructed; it is our understanding that the existing masonry is poorly insulated. Step cracks were observed in the running-bond masonry at the building corners.

Based on our observations, the structural framing system appears to be in good condition overall. The existing building structure did not show apparent signs of foundation concerns or settlement.

Structural Recommendations

- The overall building structure appears in good condition. However, this building would be better served as a different use, such as a seasonal park shelter or storage building.
- The cracks in the floor slabs of the garage bays are recommended to be periodically observed for signs of further movement.
- The cracked CMU regions are recommended to be repaired as required and monitored periodically for signs of further movement and distress.

4. Mechanical

Current HVAC equipment at this facility includes a 24-year-old furnace and an 11-year-old AC condenser. The furnace is beyond the operational life expectancy of the unit and will require replacement in the foreseeable future. The vestibule and restrooms are heated with supplemental in-wall cabinet unit heaters, which are a less efficient design than current systems.

Mechanical Recommendations

- Consider budgeting for the replacement of the mechanical systems as they are nearing or at the end of their lifecycle.

5. Electrical

- Power
  - ELECTRICAL SERVICE The utility pole-mount transformers are rated 75KVA and are located on a utility pole near the south side of the property along 12th Street. The 120/208V 3PH 4W secondary of the utility transformer is routed underground from the utility pole to the utility meter. The WE Energies utility meter is located on the east exterior wall of the building. The utility meter transocket has two tapped disconnect switches (200A and 100A) located next to the utility meter transocket outside. The 200A main disconnect switch feeds a 200A normal power panel with a 200A 80%-rated main circuit breaker. The 100A main disconnect switch feeds the Automatic Transfer Switch (ATS). The main panels are in the truck bay. There is one service grounding electrode conductor at the incoming metal water pipe.

    This is not a demand-rate account, so WE Energies does not monitor demand. The total usage in KWH seems to be only about 25% of the usage of Station 1, so about 26KW (90A at 208V 3PH). The total capacity of the services combined is 240A at 208V 3PH due to the 80% rated main circuit breakers.
  - ELECTRICAL DISTRIBUTION The equipment is manufactured by Square D. The lighting and branch circuit panels are load center type panels.
  - GENERATOR The generator is located outside on the east side of the building in an outdoor weatherproof enclosure. The generator is a 120/208V 3PH 4W Kohler 30RZ natural gas generator with a standby rating of 30KW / 38kVA and an ampacity rating of 81A at 120/208V. The generator was installed in 2001. Generators have a typical life span of about 20 years with regular testing and maintenance.

    There is one ATS located in the truck bay. The ATS manufacturer is ASCO Series 300 and is rated for 104A, solid neutral, open transition. The load side of the ATS serves one emergency panel with a 100A 80%-rated main circuit breaker.

    The generator serves a variety of loads including compressors, overhead doors, heat, various receptacles, and various lights. There are also emergency lights and exit signs fed from this panel. A complete list of loads is shown in Figure 4.

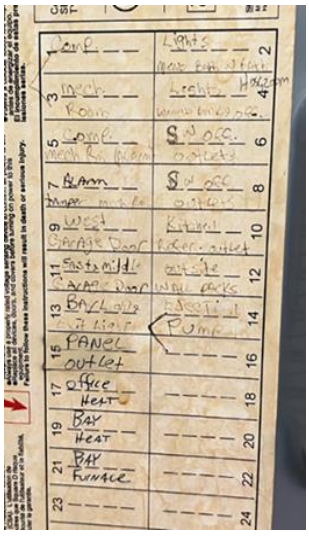


Figure 4 Emergency Panel Loads

- Lighting
  - INTERIOR Emergency lighting and exit sign backup power is served by the generator. There are a few older random emergency unit battery lights.

    The interior lighting is mostly T8 fluorescent. When lamps burn out, they have been replaced with T8 LED lamps. Many of the light fixtures are not in very good shape with cracked/yellowed lenses.

    There are very few automatic lighting shutoff controls. Most lighting controls are manual toggle switches.
  - EXTERIOR All exterior lighting is LED. The exterior lights are controlled by a mechanical timeclock located in the truck bay.
- Special Systems
  - FIRE ALARM The building has a partial fire alarm system that only monitors the fire suppression system. The fire alarm control panel is a Honeywell Ademco 5110XM; it is no longer a current product. The control panel is in the mechanical room adjacent to the truck bay. The fire alarm system is monitored by Century Security using an analog POTS line. The fire alarm system consists of monitor modules for tampers/flows, one pull station and one horn/strobe.

    There are standalone battery-operated smoke detectors located outside the sleeping rooms. There is a standalone plug-in CO detector located in the lounge. These devices are not monitored and have local audible notification.
  - VOICE DATA There is a network switch sitting on a storage shelf in the storage room adjacent to the main entry vestibule.

    Horizontal cabling is Category 6.
  - PAGING SYSTEM The Fire Department has speakers located throughout served by an amplifier. The paging system is not connected to any “smart system.”
  - MASTER CLOCK There is no master clock system.
  - SECURITY VIDEO SURVEILLANCE There are no cameras.
  - SECURITY ACCESS CONTROL There are no access-controlled doors. Two exterior doors have standalone keypads integrated with the door hardware.
  - SECURITY INTRUSION DETECTION SYSTEM There is no security intrusion detection.
  - DOOR INTERCOM VIDEO SYSTEM There is no door intercom video system.

Electrical Recommendations

- The main panelboards and ATS are currently in the truck bay. The equipment gets wet when the trucks get washed. The equipment is not rated for getting wet. The Owner keeps a big tarp over the equipment, which is not code compliant. The equipment should be relocated to a dedicated electrical room

away from the truck bay or the equipment should be replaced with NEMA 4X stainless steel enclosures.

- If additional loads were to be added to the building, we recommend a 30-day load test on both main panels in the truck bay rather than trying to use WE Energies estimate based on KWH comparison to the other fire station.
- Enlist an electrician to confirm that both main disconnects (located outside next to utility meter) are both connected to the same service grounding electrode system.
- Add surge protection to both main electrical distribution panels with at least 360KA protection.
- Add customer load metering to normal-line side of ATS so that KW demand information can be measured on a regular basis.
- The generator is at the end of its useful life and should be replaced.
- The emergency lights and exit signs cannot be combined on the same transfer switch as optional standby loads. The least expensive option to remedy this is to add unit battery backup lights to serve as life safety lighting.
- Add emergency exterior exit discharge lighting.
- The service grounding electrode system is incomplete without a bonding jumper across the water meter. Add a bonding jumper across the water meter per NEC.
- Replace receptacles in all truck bays to GFI type to meet NEC requirements.
- Consider a wireless GPS synchronized clock system. This would help keep all clocks at the same time, automatically adjust for daylight savings and reset after power outages.
- To save additional energy, consider replacing the interior light fixtures with energy efficient LED fixtures and energy code compliant controls. Energy saving controls include dimming, occupancy/vacancy sensing and automatic daylighting controls. In addition to saving energy, dimming LED sources increases the life expectancy of the fixture.
- Consider replacing the existing mechanical time clock with a photocell and astronomical time clock combination. The astronomical time clock will automatically adjust for daylight savings time.
- Replace the fire alarm system with a new system that includes full notification and CO\smoke detection in sleeping areas.
- Consider including a data rack in a space with separate cooling.
- Consider adding security cameras along the exterior at a minimum.
- Consider adding an access control system similar to Fire Station 1.

V. STATION LOCATION ANALYSIS

Identifying the best locations for fire and emergency medical stations requires an analysis of current and future needs of the service area. Key components of this evaluation include:

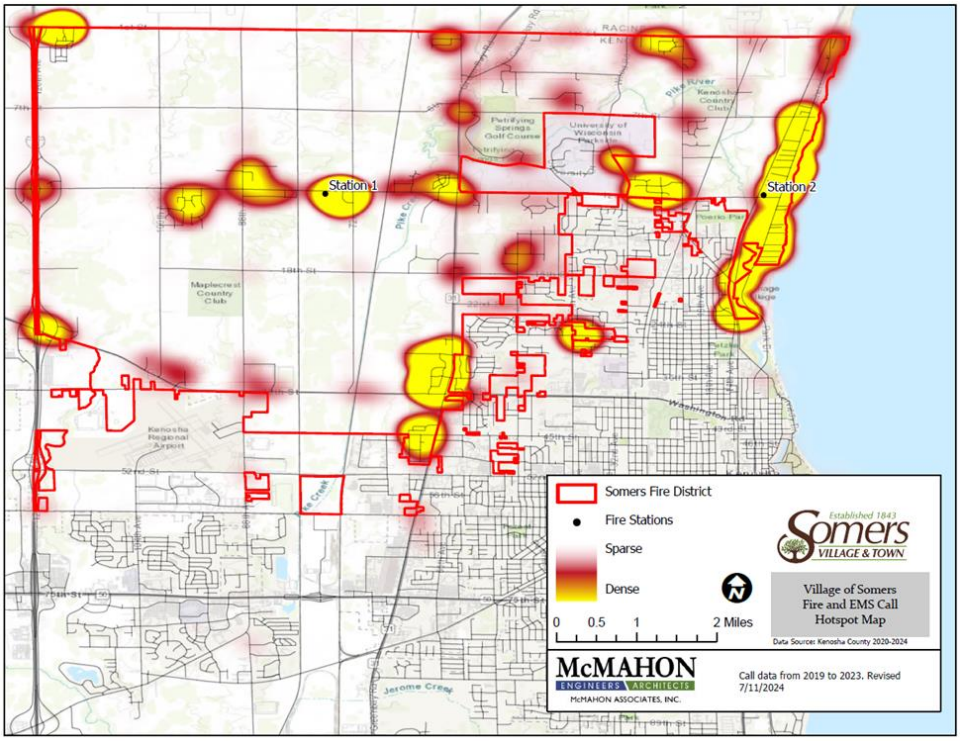
- Total Demand for Service and Distribution of Incidents
- Population
- Response Time, Travel Time and Distance Analysis
- Risk Assessment of Response Area
- Land Use Planning
- Connectivity to Major Roadways
- Cost Analysis

A. Demand for Service and Distribution of Incidents

Current needs are analyzed by evaluating demand for the Department's services. McMahon conducted a geospatial and statistical analysis of current demand for services. Total calls for service provide a view of the demand for services.

	YEARS				
	2019	**2020**	**2021**	**2022**	**2023**
Somers Fire Department Calls for Service	1,137	1,046	1,491	1,440	1,566

Location analysis of the demand for service showed several clusters of where calls for service occurred from 2019 to 2023.



B. Population

The location of clusters of higher population in the community generally matches the locations of calls for service. Additional planned development in Somers will add population and traffic to the community; a new housing development with single family homes and apartments to the east of Station 1, a large development with single family homes and apartments at 18th Street and 88 Avenue, a large apartment development on 18th Street and a commercial development on 12th Street near I-94.

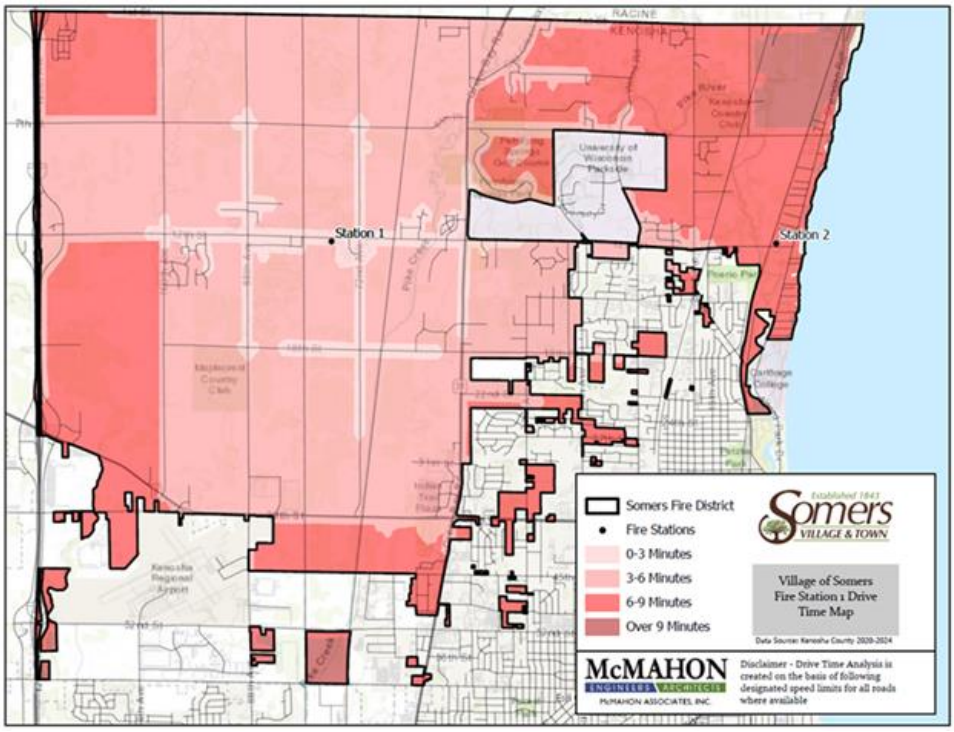
C. Response Time, Travel Time, and Distance Analysis

An analysis of response times to the calls for service was completed using two different methods. The first method used evaluated the average response time. The second method utilized evaluated the time in which the Department responded to 90% of the calls for service in the time period evaluated. The 90% method is a common metric used in performance evaluation to reduce the effect of outliers on average response times.

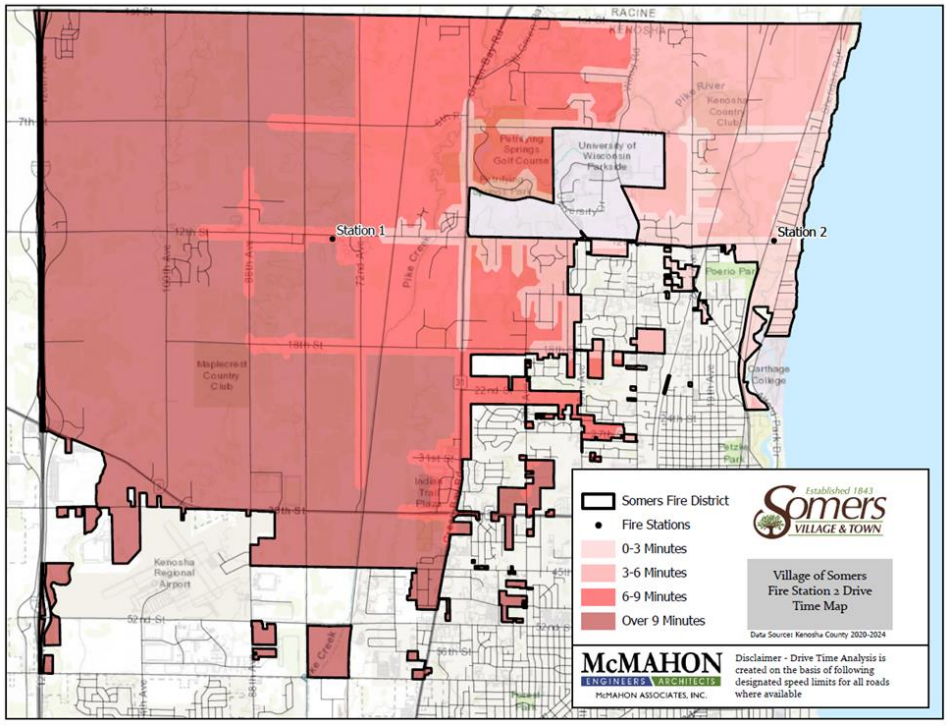
For the purpose of this analysis, response time data was calculated from the time the call for service was received at by Kenosha Joint Services 911 Public Safety Answering Point (PSAP) to the time the first arriving Somers unit reported on scene.

SOMERS FIRE DEPARTMENT RESPONSE TIME ANALYSIS							
	2019	**2020**	**2021**	**2022**	**2023**	**Average**	**Median**
Average Fire/ Rescue/Service	7:50	7:42	6:07	7:13	5:14	6:49	--
Average Medical	7:50	7:38	7:26	6:58	7:11	7:24	--
90% Fire/Rescue/ Service	12:30	11:05	10:34	9:36	9:10	--	10:34
90% Medical	8:16	10:33	10:17	9:37	9:40	--	9:40

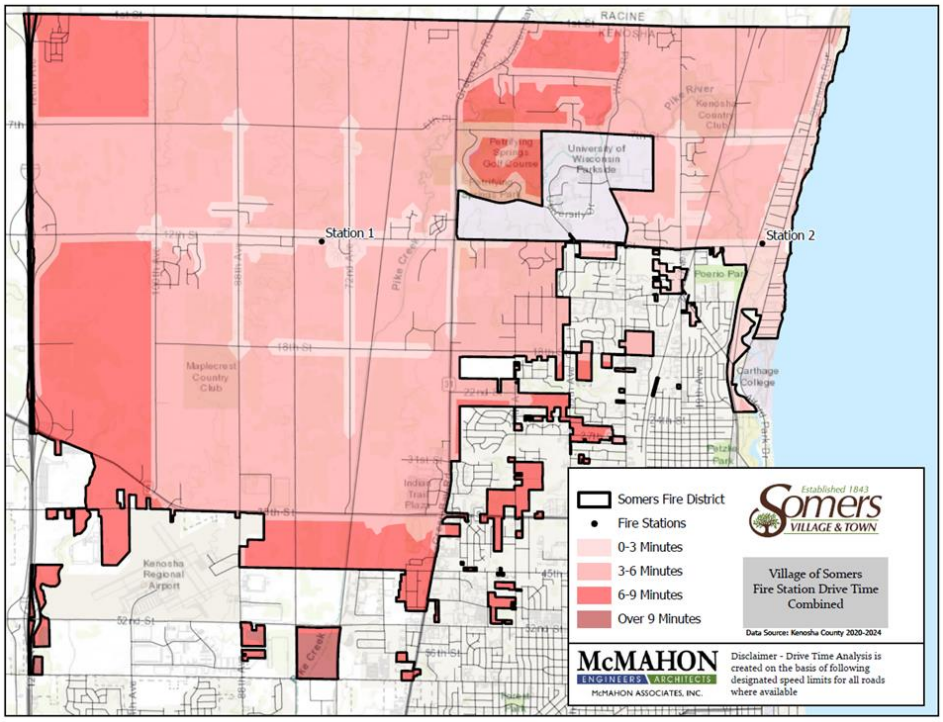
Travel time is different from response time. A travel time analysis does not include the time it takes for a call to be processed at the 911 PSAP and the time it takes for responders to mobilize the apparatus to begin response to the scene. The maps below demonstrate expected travel times for emergency response in Somers.



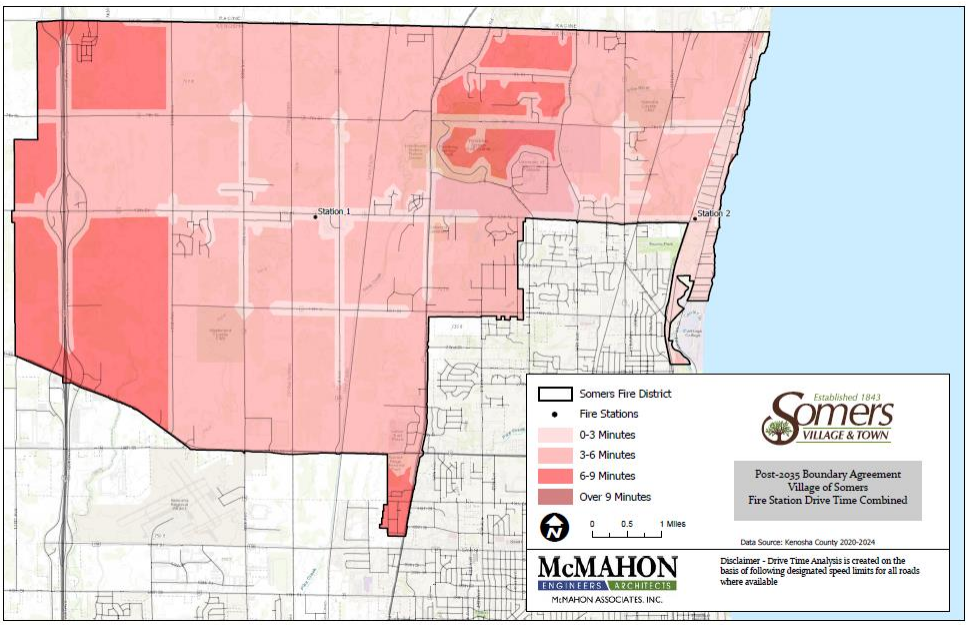
◀ Travel Times from Station 1



Travel Times from Station 2 ▶



▲Travel Time Combined from Station 1 and Station 2



▲Travel Time Combined from Station 1 and Station 2 Post 2034 Boundary Agreements

The travel times demonstrated in the maps above do not account for railroad traffic that might interfere with travel on the roadways with railroad crossings. In an effort to analyze the frequency of railroad traffic that might interfere with emergency vehicle travel, McMahon evaluated railroad traffic data from the Federal Railroad Administration – Office of Safety Analysis.

Three significant railroad tracks run north/south through Somers. Two of the track lines are owned by Union Pacific and the third track is owned by Canadian Pacific Kansas City. The farthest east track owned by Union Pacific runs adjacent to Fire Station 2 (referred to herein as Track 1). The traffic on this track mostly consists of trains running to and from the WE Energies Plants in Oak Creek. The track averages approximately two to three trains per day; however, the crossing on 12th Street can be blocked for between 15 and 25 minutes by train according to information from the Fire Department. The time the train blocks cross-traffic on 12th Street is significant. It is expected this train traffic may reduce in the next decade as WE Energies reduces reliance on coal at their power plants in Oak Creek.

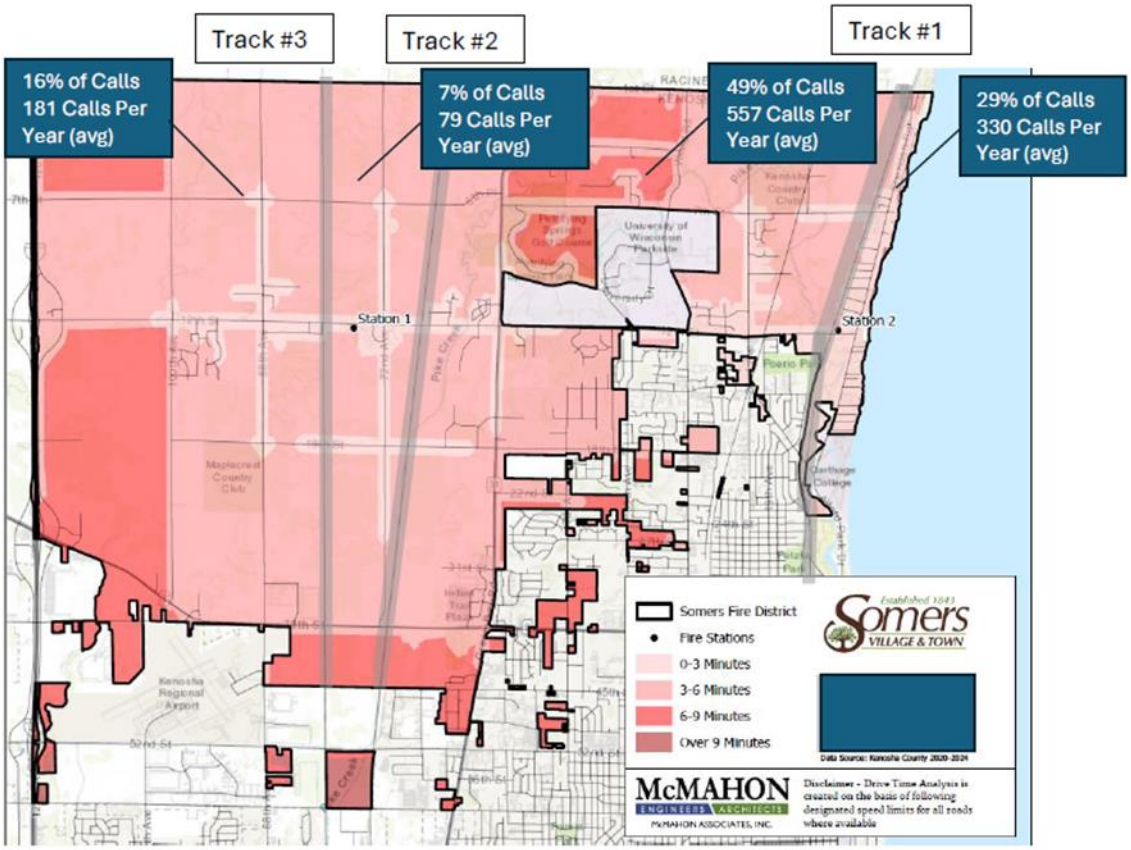
The second track owned by Union Pacific crosses 12th Street just west of 65th Avenue (herein referred to as Track 2). According to the data analyzed, on average, seven trains cross this point daily. Total time in which the roadway is blocked by trains was not available.

The third track that crosses 12th Street in Somers crosses at approximately 80th Avenue (herein referred to as Track 3). This track is owned by Canadian Pacific. Both freight and passenger traffic run on this track-line. Limited data was available on traffic on this track, however, according to Amtrak Schedules, 15 trains per day run on this line.

McMahon analyzed the number of calls for service between 2019 and 2023 that occurred in areas separated by the three tracks. The map below shows results of the analysis:

For calls from 2019 to 2023

Area	Fire Calls	EMS Calls
Lake to Track 1	181	1470
Track 1 to Track 2	397	2387
Track 2 to Track 3	51	346
Track 3 to 141	176	730



If Somers was interested, additional information on train traffic on these lines could be obtained through a rail study. Firms like LinqThingz, a Milwaukee based firm that does studies of predictive mobility of trains, could conduct such a study. The firm also provides advanced notification of blocked railroad crossings to public safety agencies. LinqThingz is currently doing similar studies for other communities in Kenosha County.

D. Risk Assessment and Land Use Planning

The Department does not currently have a formal risk assessment of the community. Information on risk was gathered through interviews with Department Staff and data made available from Somers and Kenosha County.

There are several major residential developments under way in the community which will increase population and traffic. These will contribute to an increased demand for service and risk to protect for the fire department.

Tax Incremental Financing Districts (TID) #2 located near Highway 31 and 31st Street and TID #4 at Highway 31 and Highway E have or will contribute to significant development in the community which will again increase demand for service on the Fire Department.

Most of the upcoming developments and TID #2 and TID #4 can be effectively serviced by the two current fire station locations. The staffing of those stations will be addressed in staffing and operational analysis reports completed later.

A growth area has been identified just west of I-94 from the Racine County Border to Highway 142. This will most likely include commercial development with warehouses, hotels, and travel centers. Development in this area will likely lead to a need closer to I-94 in the next ten years.

E. Connectivity to Major Roadways

The current location of stations along 12th Street provides good access to all areas of Somers.

F. Cost and Location Analysis

Land cost and availability impacts fire station selection. Acquiring sites can be a lengthy and complex process. Costs of land may be affected by market volatility. Consideration of these costs cannot be overlooked when selecting a site location for a fire station.

The location of a fire station should also take the neighborhood it exists into consideration. Moving a current fire station or building a new fire station in some neighborhoods can be controversial.

VI. FIRE STATION LOCATION RECOMMENDATIONS

- Maintain current location of Station 1. Consider building a new public works facility and remodeling Fire Station 1 in the future to improve layout/traffic flow in the building for the Fire Department and to provide an exterior training area for the fire department. Recent cost estimates show that cost per square foot for construction of a public works facility is about 20% less than the cost per square foot of construction of a fire station.
- Replace Station 2 on its current location with a three-bay fire station that can accommodate four to six personnel on duty on each shift. Construction of the new fire stations could be done in concert with updated Fabiano Park, a project that was identified in the 2009 Somers Comprehensive Outdoor Recreation Plan. Consideration could be given to sitting a new station building to the north where the softball diamond is/was and relocating the existing playground equipment closer to 12th Street for more visibility, to open the center of the property for use.
- Depending on success of development in the Village of Somers Growth Area along I-94, consideration will need to be given to construction of and staffing for a third fire station on 12th Street no further east than 100th Avenue by the year 2035.

№ 029314

Heating & Cooling Solutions

PREMIER DEALER LENNOX

1711 Green Bay Rd
Kenosha, WI 53144
Office:(262) 554-6083

2430 Lathrop Ave
Racine, WI 53405
Fax:(262) 554-7321

Date 1/16/25
Date Ordered / /
Date Scheduled / /

NAME Somers Fire Station #2
STREET 918 22th Street
CITY Kenosha STATE WI ZIP 53140
Phone 262-945-9828
Cell Phone 262-260-0687
MAKE Lennox MODEL # G26Q3/4-100-5 SERIAL #
JOB LOCATION 20x25x1 58000B 65360

☐ WARRANTY ☐ CONTRACT ☐ SERVICE CONTRACT ☐ RES ☐ COMM.

CHECKLIST

- ☐ **COMPRESSOR**
  - ☐ SUCTION _____ PSI
  - ☐ HEAD _____ PSI
  - ☐ VOLTS _____ AMPS
  - ☐ ELECTRICAL CONNECTIONS
  - ☐ CONTACTS TIGHT & CLEAN
  - ☐ OIL LEVEL & CONDITION
- ☐ **CONDENSER COIL**
  - ☐ CLEAN COIL & CHECK FIN COND.
  - ☐ ENT _____ F LVG: _____ F
- ☐ **REFRIGERANT**
  - ☐ LEAK ☐ CHARGE
- ☐ **FAN AND MOTOR**
  - ☐ VOLTS _____ AMPS _____
  - ☐ ELECTRICAL CONNECTIONS
  - ☐ CONTACTS TIGHT & CLEAN
  - ☐ FAN PULLEYS (ADJUST BELT)
  - ☐ CHECK, LUB BEARINGS & MOTOR
  - ☐ CFM _____
- ☐ **EVAPORATOR COIL**
  - ☐ CLEAN COIL & CHECK FIN COND.
  - ☐ ENT DB _____ F LVG DB: _____ F
  - ☐ ENT WB _____ F LVG WB: _____ F
- ☐ **CONDENSATE AREAS**
  - ☐ INSPECT & CLEAN DRAIN PAN
  - ☐ INSPECT & CLEAN DRAIN
- ☐ **AIR FILTERS**
  - ☐ CLEANED ☐ REPLACED
  - FILTER SIZE _____
- ☐ **HEATING ASSEMBLY**
  - ☐ BURNER & HEAT EXCHANGER
  - ☐ FUEL SUPPLY & PRESSURE
  - ☐ PILOT ASSEMBLY
  - ☐ FLAME ADJUSTMENT
  - ☐ PRIMARY RELAY & FLUE
  - ☐ FAN & LIMIT SWITCH OPER.
  - ☐ BLOWER ASSEMBLY
  - ☐ RV VALVE
  - ☐ STRIP HEAT
  - ☐ DEFROST CYCLE
- ☐ **ELECTRICAL COMP.**
  - ☐ RELAYS ☐ CONTACTORS
  - ☐ OVERLOAD ☐ PRESS. SWITCH
- ☐ **THERMOSTAT**
  - ☐ O.K. ☐ REPLACE
  - ☐ RELOCATE

PARTS USED

QUANTITY	ITEM OR PART DESCRIPTION	PRICE	AMOUNT
1	Service Call		$119.95
1	Inducer Motor		$55.87
	+ test		
	BILLED 1/16/25		
	Due upon Receipt		
	RETROFIT APPLIED		
	REFRIGERANT ADDED		
	TOTAL PARTS		

PARTS WARRANTY
All parts as recorded are warranted as per manufacturer specifications.

LABOR GUARANTY
The labor charge as recorded here relative to the equipment serviced as noted, is guaranteed for a period of 30 days.

We do not, of course, guaranty other parts than those we supply. If repairs later become necessary due to other defective parts, they will be charged separately.

CHARGES FROM BELOW

WRITE OR CODE	AMOUNT
	$
REFRIG. MACH. USAGE	
TOTAL OTHER CHARGES	$

DESCRIPTION OF WORK

Found failed inducer motor drawing 2.6A and not spinning. Replaced failed motor and tested w/o issues.
Inducer amps: 1.7A
RA: 80° SA: 120° ΔT: 40°
Air filter is new.
Due to age of equipment and condition recommend replacement. System is heating at this time.

SERVICE

LABOR

TECH #1	HRS @	/HR. = REGULAR	OVERTIME	HRS @	/HR. = OVERTIME
TECH #2	HRS @	/HR. = REGULAR	OVERTIME	HRS @	/HR. = OVERTIME

TECHNICIAN SIGNATURE Grant L

TOTAL OTHER CHARGES

TERMS: DUE UPON COMPLETION

I HAVE THE AUTHORITY TO ORDER THE ABOVE WORK AND SO DO ORDER AS OUTLINED ABOVE. IT IS AGREED THAT THE SELLER WILL RETAIN TITLE TO ANY EQUIPMENT OR MATERIAL FURNISHED UNTIL FINAL & COMPLETE PAYMENT IS MADE, AND IF SETTLEMENT IS NOT MADE AS AGREED, THE SELLER SHALL HAVE THE RIGHT TO REMOVE SAME AND THE SELLER WILL BE HELD HARMLESS FOR ANY DAMAGES RESULTING FROM THE REMOVAL THEREOF.

SUB-TOTAL	$706.95
TRIP	
TAX	$38.88
TOTAL AMOUNT DUE	$745.83

AUTHORIZED SIGNATURE

ABOVE ORDERED WORK HAS BEEN COMPLETED AND I ACKNOWLEDGE RECEIPT OF MY COPY.

X _____ DATE 1/16/25

TRAVEL TIME

TIME ARRIVED _____
TIME DEPARTED _____
TRAVEL TIME _____

MILEAGE

STARTING _____
ENDING _____
TOTAL MILES _____
X /HR. =
X /MI. =
TRIP CHARGE $

ENVIRONMENT CHECKLIST

REFRIGERANT

CHRG CODE		
	TYPE REFRIG. _____	SYSTEM QTY. _____
1	RECOVERED?	☐ YES ☐ NO QTY. _____
2	RECYCLED?	☐ YES ☐ NO QTY. _____
3	RECLAIMED?	☐ YES ☐ NO QTY. _____
4	RETURNED TO THIS SYSTEM? / DISPOSAL	☐ YES ☐ NO QTY. _____
5	NON USEABLE DISPOSAL	☐ YES ☐ NO QTY. _____

EQUIPMENT

- CHANGED OUT OR REPLACED? ☐ YES ☐ NO
- DIS-MANTLED? ☐ YES ☐ NO
- REFRIGERANT DISPOSAL _____
- OUR PERSONNEL RECOMMEND:

OWNER'S INITIALS

ACCEPTED	DECLINED

Heating & Cooling Solutions

1711 Green Bay Rd, Suite A, Kenosha, WI 53144
2430 Lathrop Ave, Racine, WI 53405
24HR/Phone: (262) 554-6083 Fax: (262) 554-7321
www.HeatingCoolingSolutions.com

Proposal Prepared By: Grant Date: 1/16/2025 (*Proposal is valid for 30 days.*)

Customer Name: Somers Fire Station #2 Phone: 262-945-9328 Email: jsullivan@somers.org

Address: 818 12th St. City: Kenosha State: WI. Zip Code: 53140

	BEST	BETTER	GOOD	BASE
Furnace/Air Handler Equipment Model Numbers subject to change in order to meet 2023 Regional Standards for minimum efficiency requirements	Lennox Signature SLP99V, Up to 99% Efficient Variable Speed Blower Motor Fully Modulating Gas Valve Communicating Unit	Lennox Merit ML296V, Up to 96% Efficient Variable Speed Blower Motor Two Stage Gas Valve Non-Communicating Unit	Lennox Merit ML196E, Up to 96% Efficient Multi Speed ECM Blower Motor Single Stage Gas Valve Non-Communicating Unit	Comfortmaker N92MSN, Up to 92% Efficient Multi Speed ECM Blower Motor Single Stage Gas Valve Non-Communicating Unit
Air Conditioner/Heat Pump				
Thermostat	Lennox S40 Smart Thermostat	EcoBee3 Lite WiFi Thermostat	Existing Thermostat	Existing Thermostat
Warranty Provided annual maintenance is done by HCS	12 Year Parts,1 Year Labor (Labor through HCS)	10 Year Parts,1 Year Labor (Labor through HCS)	10 Year Parts,1 Year Labor (Labor through HCS)	10 Year Parts,1 Year Labor (Labor through HCS)
Indoor Air Quality	Existing Indoor Air Quality product(s) will remain	Existing Indoor Air Quality product(s) will remain	Existing Indoor Air Quality product(s) will remain	Existing Indoor Air Quality product (s) will remain
Notes/Other				
	INDIVIDUAL / SYSTEM	**INDIVIDUAL / SYSTEM**	**INDIVIDUAL / SYSTEM**	**INDIVIDUAL / SYSTEM**
Subtotal	$8,576.00 /	$6,987.00 /	$6,219.00 /	$4,658.00 /
Focus on Energy Rebate	$50.00 /	$50.00 /	N/A /	N/A /
Manufacturer Rebate	/	/	/	/
HCS Incentive	/	/	/	/
Federal Tax Credit/Incentive	/	/	/	/
Final Investment *Federal Tax Credits/Incentives/Rebates may be available on new equipment to those who qualify.	Final Investment after rebate: $8,526.00	Final Investment after rebate: $6,937.00	Final cost: $6,219.00	Final Cost: $4,658.00

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P.O. Box 197, Somers, WI 53171 • PH: (262) 859-2822 • FAX: (262) 859-2331

VILLAGE OF SOMERS
VILLAGE BOARD
WORK SESSION ITEM MEMORANDUM

WORK SESSION: January 21, 2025

TO: Village President Stoner and Board of Trustees

PREPARED BY: Kevin Poirier, Assistant to the Administrator

AGENDA ITEM: #4 Review and Discuss proposed Ordinance 2025-001, an Ordinance to update Chapter 5 Code of Ordinances of the Village of Somers to require the use of a system called The Compliance Engine as it relates to fire protection system inspections, testing, maintenance, and servicing.

BACKGROUND:

Chief Andersen worked with our Village Attorney to update Chapter 5 of the Village Ordinances to require the use The Compliance Engine system as it relates to fire protection system inspections, testing, maintenance, and servicing. Per Chief Andersen the Compliance Engine System:

> *"requires companies doing work on any piece of fire protection equipment such as sprinkler systems and fire alarms, to report to this system. This system then allows us as the fire department to monitor and confirm all required testing and servicing is being completed remotely instead of traveling to a location to look at paperwork. This system would not cost the village any money nor will it require the property owners to pay anything. All costs are charged to the sprinkler and alarm companies doing the work. Most of our surrounding communities are already using this system so most of the sprinkler and alarm companies already have this cost built into their fees."*

PRIOR ACTION TAKEN:

The Board reviewed this request at our January 7th Work Session. The general consensus was to allow this ordinance change to move forward. Chief Andersen has worked with Attorney Davison to amended Chapter 5 to require the uses of the Compliance Engine system. A draft of the ordinance was not ready when presented to the January 14th Board Meeting.

UPDATE:

The draft of the ordinance is now ready and included below for the Board to review.

Chief Andersen recommends approval of Ordinance No. 2025-001.

COMMENTS:

If the Board agrees, staff recommends it be placed on the January 28, 2025, Board meeting for action.

ATTACHMENTS:

Background information on The Compliance Engine

Proposed Ordinance 2025-01

THE COMPLIANCE ENGINE IMPLEMENTATION PLAN

POWERED BY BRYCER

BRYCER LLC.

THE COMPLIANCE ENGINE 4355 Weaver Pkwy. St 230. Warrenville, IL 60555

THE COMPLIANCE ENGINE

The Compliance Engine is a simple, internet-based tool for code officials to track and drive code compliance, reduce false alarm activity and provide a safer community. It provides a secure cloud environment in which third party contractors who inspect, test, and maintain fire protections systems, submit their reports via Brycer's web portal directly to the AHJ. This facilitates a more efficient review, tracking and follow-up process with occupants to correct deficiencies and maintain systems. In addition to the web-based technology, our services include a team to administer hard and soft copy notifications and perform follow up calls to help increase testing and maintenance activity in a given jurisdiction. The end result is a comprehensive and accurate aggregation of data around which buildings have what types of systems, when they were last tested, and if there are any open deficiencies that could jeopardize their successful deployment in the event of an incident. With The Compliance Engine, the AHJ will be better equipped to do more with less in their mission to drive 100% code compliance with fire and life safety laws.

Current Landscape:

- 40% of life safety systems go uninspected or maintained every year
- 32.5% of false alarms are due lack of maintenance and testing
- 29% of fire code official's time is spent administering 3rd Party ITM reports
- 95% of AHJs do not have the resources to enforce their adopted fire code
- Current Process is manual, paper based, reactionary, inefficient and expensive

The Compliance Engine Benefits:

- Drives 100% Compliance with fire & life safety code
- Electronically collects, organizes and tracks fire and life safety test results
- Offers API Services with RMS and software inspection companies
- Maximizes limited resources, saves time and streamlines communication
- Built to ensure a safer environment for firefighters, citizens and guests
- Saves AHJs money while strengthening life safety and offers cost recovery

Revenue Model:

- Free for Fire Department
- Zero charge to the building owners
- Fee paid by 3rd party contractors on per system, per premises, per annum basis
- Delivers Compliance resulting in new business and maintenance revenue for 3rd party contractors
- Endorsed by IKECA, Arizona Fire Alarm Assoc. and Western Fire Chiefs Assoc

Learn more at **www.thecomplianceengine.com** or **630-413-9511**

Collect. Connect. Comply

LIST OF SYSTEMS TCE TRACKS

System Type
Air Sampling System
Automatic Closing Fire Assemblies
Chemical Storage Room
Clean Agent
Commercial Kitchen Exhaust Cleaning
Emergency Power Battery / Unit Lighting
Emergency Power Generator
Emergency Responder Radio Coverage System
Fire Alarm
Fire Escape
Fire Pump
Foam System
Gas Detection Systems
Hood Suppression System
Leak Detection
Paint / Spray Booth Suppression
Pressure Reducing Valves (PRV's)
Private Fire Hydrant
Rental Property Inspection
Rescue Air System
Smoke Management Systems
Special Suppression System
Sprinkler System (Dry & Wet)
Standpipe
Water Monitor
Water Tank

POWERED BY BRYCER

Additional tracking for *backflow* and *elevator* available.

YOUR DEPARTMENT NAME
1234 STREET ADDRESS
CITYOF, XX 99999

MONTH DAY, YEAR

BUILDING IN YOUR CITY
1234 MAIN RD
YOUR CITY, IL 60540

System Type - Contractor of Record:

SYSTEM TESTING COMPANY
(555) 555-5555
EMAIL@COMPANY.COM

Re: SYSTEM TYPE INSPECTION RENEWAL - 1234 MAIN RD, YOUR CITY, STATE ZIP CODE

Dear Building Occupant/Owner:

In accordance with the **YOUR CODE,** Our records indicate the **SYSTEM TYPE** is coming due for inspection by a licensed company and must be tested within the month of your renewal date which is **DATE.**

It is the responsibility and requirement of the inspection company testing your system to submit all test reports to us via the web at www.thecomplianceengine.com.

If you have questions regarding this notification, please contact our Compliance Program Partner BRYCER LLC at 630-413-9511 or via email at **support@mybrycer.com**

Sincerely Yours in Life & Fire Safety,

Digital Signature

YOUR NAME
YOUR TITLE
YOUR DEPARTMENT NAME

YOUR DEPARTMENT NAME
1234 STREET ADDRESS
CITYOF, XX 99999

MONTH DAY, YEAR

BUILDING IN YOUR CITY
1234 MAIN RD
YOUR CITY, IL 60540

System Type - Contractor of Record:

SYSTEM TESTING COMPANY
(555) 555-5555
THEIREMAIL@COMPANY.COM

Re: SYSTEM TYPE INSPECTION OVERDUE - 1234 MAIN RD, YOUR CITY, STATE ZIP CODE

Dear Building Occupant/Owner:

Our records indicate the **SYSTEM TYPE** is now overdue and was to be tested within the month of your renewal date which was **DATE**. In order to avoid penalties, as provided by law for such violations, you must take immediate action.

Actions Required:

1. Have your **SYSTEM TYPE** inspected, tested and maintained by a licensed company and,
2. Upon completion, have your inspection company submit the test results to us at www.thecomplianceengine.com.
3. If this inspection has been completed you must notify your testing company that a copy of this report must be submitted to us at www.thecomplianceengine.com. **It is the contractor's responsibility to submit the documentation.**

If you have questions regarding this notification, please contact our Compliance Program Partner BRYCER LLC at **630-413-9511** or via email at **support@mybrycer.com**

Sincerely Yours in Life Fire Safety,

Digital Signature

YOUR NAME
YOUR TITLE
YOUR DEPARTMENT NAME

YOUR DEPARTMENT NAME
1234 STREET ADDRESS
CITYOF, XX 99999

MONTH DAY, YEAR

System Type - Contractor of Record:

SYSTEM TESTING COMPANY
(555) 555-5555
THEIREMAIL@COMPANY.COM

BUILDING IN YOUR CITY
1234 MAIN RD
YOUR CITY, IL 60540

Re: SYSTEM TYPE INSPECTION DEFICIENCIES FOUND - 1234 MAIN RD, YOUR CITY, STATE ZIP CODE

Dear Building Occupant/Owner:

A recent inspection of your **SYSTEM TYPE** at **PREMISE ADDRESS** on **DATE** by **ITM COMPANY** revealed the violations listed below.

This notice is an **ORDER TO COMPLY**. Your failure to comply with this notice before re-inspection (30 days from date of letter) may make you liable for the penalties provided for by law for such violation(s).

DEFICIENCIES

Deficiency Found:

Deficiency Found:

It is the responsibility and requirement of the inspection company to submit all corrections to us via the web at www.thecomplianceengine.com.

If you have questions regarding this notification, please contact our Compliance Program Partner BRYCER LLC at 630-413-9511 or via email at support@mybrycer.com

Sincerely Yours in Life & Fire Safety,

Digital Signature

YOUR NAME
YOUR TITLE
YOUR DEPARTMENT NAME

Requirement Letter to Fire Protection Contractors

Dear Service Provider,

The **AHJ Name** has instituted a new process for service providers who inspect and test fire protection systems. Effective **Go Live Date** all compliant & non-compliant fire protection systems test reports are required to be sent to the **AHJ Name** electronically by your respective organization via The Compliance Engine's online system at www.thecomplianceengine.com.

The **AHJ Name** is dedicated to delivering 100% compliance with our adopted Fire Code. This web-based service will aggregate, track and streamline the collection of compliance data of our jurisdiction's systems. Property owners will receive timely proactive notifications of their testing requirements, and the **AHJ Name** will gain the ability to better mitigate the risk in our community by improving public safety to our citizens.

All service providers who inspect or test fire protection systems within the **AHJ Name's** jurisdiction are required to register and submit all test, inspection, and service reports via The Compliance Engine. All reports must be submitted in accordance with the testing schedule and requirements outlined in our adopted fire code.

Benefits to you:

- Increases market opportunity and demand for your fire protection services
- Ensures all reports arrive, affording you the ability to track our department's follow up
- Enhances maintenance revenue and timeliness of deficiency corrections
- Improves customer retention with renewal notifications identifying you as company of record
- Minimizes non licensed contractors from working in your market

This proven process requires the service provider pay a nominal filing fee at the time of submittal. There is no fee to register your company with The Compliance Engine. Once registered, pricing is viewable under **AHJ Name** icon in The Compliance Engine. If you are a licensed fire protection system contractor and are not currently registered with Brycer, please do so at www.thecomplianceengine.com.

We look forward to partnering with you to better protect and serve our community. We are confident this will benefit us ALL.

Sincerely,

Digital Signature

YOUR NAME
YOUR TITLE
YOUR DEPARTMENT NAME
P.
E.

TCE OVERVIEW

Keys to Getting Started:

- Register at www.thecomplianceengine.com
- Sign up for training
- Complete account set up by entering all inspectors, inspector licenses, and company licenses
- Add Users and company logo for brand awareness
- Add TCE link to your webpage

Key Processes to Know: Check the TCE HELP Portal for Direction Visuals

- Select correct template for each report submitted: Fire Alarm, Sprinkler, Kitchen Hood, etc.
- Enter all test reports and type out deficiencies
- Attach pdf version of inspection report when using short form (fire protection systems only)
- Ensure all reports entered are submitted for payment
- Update deficiency tracking to inform AHJ that violations have been corrected
- Check notifications icon to track sent out by AHJ
- Open inspection reports are saved reports not yet submitted to AHJ, if not submitting these to AHJ delete
- Submit a new-premises when necessary (if you cannot locate the premises in the existing database)
- View your transaction list to confirm correct payment
- Create new users when necessary
- Update credit card information

Systems Tracked:

(*CUSTOMIZED PER AHJ*)

- Automatic Fire Sprinkler
- Automatic Closing Fire Assemblies
- 5yr Sprinkler System
- Fire Alarm System
- Commercial Kitchen Hood Suppression
- Commercial Kitchen Hood Cleaning
- Standpipe
- Active Smoke Control
- Private Hydrant System
- Fire Pump
- Fire Escape
- Gas Detection System
- Paint/Spray Booth
- Emergency Generator
- Emergency Radio Responder Coverage System
- Special Suppression
- Portable Fire Extinguishers

PRICING MODEL

System Type	Price	Billing Frequency
5 Year Sprinkler	$20.00	Per Submittal
Automatic Closing Fire Assemblies	$20.00	Per Submittal
Commercial Kitchen Exhaust (Cleaning)	$20.00	Per Submittal
Emergency Power Generator	$20.00	Per Submittal
Emergency Responder Radio Coverage System	$20.00	Per Submittal
Fire Alarm	$20.00	Per Submittal
Fire Pump	$20.00	Per Submittal
Gas Detection Systems	$20.00	Per Submittal
Hood Suppression System	$20.00	Per Submittal
Paint/Spray Booth Suppression	$20.00	Per Submittal
Portable Fire Extinguisher	**BELOW**	Per Submittal
Private Fire Hydrants	$20.00	Per Submittal
Smoke Control System	$20.00	Per Submittal
Special Suppression	$20.00	Per Submittal
Sprinkler System	$20.00	Per Submittal
Standpipe	$20.00	Per Submittal

*****REPORTS SUBMITTED AFTER 30 DAYS FROM THE INSPECTION DATE WILL INCUR A $10.00 LATE FEE*****
*****REPORTS SUBMITTED AFTER 60 DAYS FROM THE INSPECTION DATE WILL INCUR A $20.00 LATE FEE*****

*****Portable Fire Extinguishers Pricing*****
1-10 Extinguishers = $10.00
11+ Extinguishers = $20.00

Business Model: There is no cost to the jurisdiction for implementation, annual or ongoing maintenance, licensing or other services offered by BRYCER. At no time will there be an invoice addressed to the jurisdiction for implementation of TCE. BRYCER's system for collecting and processing orders is simple, an Inspection company registers with TCE, which requires their payment card to be recorded and stored by our payment processing partner. We meet and exceed all PCI DSS standards. An inspection company submits a report to the jurisdiction at which point their payment card is billed at the agreed upon rate, frequency (e.g. per system, per building) and posted against the jurisdiction. The inspection company receives an email receipt along with an audit log of their transactions recorded in their custom site. The jurisdiction and the property Owner are never billed or required to make payments.

Extent of Fees: BRYCER charges the inspection companies on a per system, per building basis. However, TCE will accept submission of reports done on all frequencies (e.g. annually, semi-annually, quarterly, monthly, weekly and on a daily basis).

Revenue Share Option: BRYCER's revenue share option is a way for the jurisdiction to recover costs for administering your Bureau of Fire Prevention's fire and life safety compliance goals. BRYCER will collect all fees due and payable by third party inspectors and remit the jurisdiction's remuneration on a quarterly basis via Check or ACH Direct Deposit Transfer.

Helpful FAQs for Presenting to Fire Chief and Public Officials

What do they want to know about The Compliance Engine (TCE)?

Based on 950+ successful adoptions of The Compliance Engine, the following six questions are most asked by Fire Chiefs and Public Officials (Mayor or City or Village Manager) when discussing adoption of The Compliance Engine:

1) ***What is the cost of The Compliance Engine?***

There is **zero** cost for any aspect of using The Compliance Engine (setup, training, ongoing service) for either the Department or the municipality. In fact, there is savings from its usage in terms of administrative time saved and reductions in false alarm activity from fewer system malfunctions.

2) ***How does The Compliance Engine get paid for?***

Contractors submitting reports pay a fee of $20. Brycer does not charge per riser and/or flow switch. There is no upfront or additional cost. Contractors earn money due to the increased inspection and maintenance activity provided by TCE and code compliance. Building owners are not required to perform any additional inspections or maintenance that is not already required by code.

3) ***Isn't this an added cost to the contractors?***

No. Contractors receive several benefits from utilizing The Compliance Engine (TCE) – the primary being it drives revenues for them and creates a larger overall market opportunity. From Brycer's experience and conversation with contractors currently using The Compliance Engine, the potential revenue increase from inspection and maintenance revenue far outweighs the filing fee paid. Using Brycer's notification feature (renewal, overdue, and deficiency), contractors have more of an assurance that inspections and maintenance work will be scheduled and performed consistently per the code. Contractors receive a 9-1 return on their investment. TCE has over 15,000 contractor's users nationwide already participating while also earning partnerships with 800+ AHJ's nationwide. The Compliance Engine is a win-win for all parties involved: our Department, contractors, premise owners, and the community.

4) ***Isn't this an added cost on the properties?***

No, the fee is charged to the contractors that inspect, test and maintain fire and life safety systems. As The Compliance Engine has proven, contractors have witnessed a return on this minimal investment, and jurisdictions are realizing a safer community due to compliance. Brycer's education of the contractor marketplace includes the net benefits of use of The Compliance Engine, which assists in preventing a pass through of costs. Additionally, use of The Compliance Engine will benefit municipalities in reducing false alarm activity, which will positively impact properties on their taxes and their property insurance premiums/policies. It is additional information which assist with ISO reviews and ratings as well.

5) ***What is needed by us (the AHJ) to have reports submitted … an ordinance, internal policy, etc.?***

To save time and cost by streamlining our reporting process, we need to make it a requirement that reports be submitted through The Compliance Engine. Brycer does not dictate how we establish such a requirement. In the 2015 IFC, the AHJ can use code section 107.3 Recordkeeping. This section states the "fire code official can prescribe the forma and format of such recordkeeping". What Brycer then becomes, is that form and format of

such recordkeeping. In the 2018 IFC, the code section we use is 108.3 Recordkeeping. Some of Brycer's clients have made submission mandatory via an internal policy (i.e. lock box), department resolutions and/or local ordinances. In the 2021 IFC, code section 109.3 Recordkeeping has same language as 15' and 18' IFC language.

With a mandatory, streamlined process that still allows contractors to use their own inspection forms, we gain better visibility into which buildings are compliant and which ones are not. This will allow us to immediately focus on the non-compliant buildings. If the submitted inspection data is not streamlined into and managed in one database, it will become extremely difficult for us to ensure the quality of code compliance across the life safety systems within our premises and jurisdiction.

Accurate, real-time knowledge of code compliance creates fewer false alarms, greater confidence of response in the event of an incident, and improved life safety for our first responders, property owners, and the community as a whole.

6) ***What are the next steps to implement The Compliance Engine [after the Chief and/or Mayor and/or Village Manager provide buy-in]?***

- Define how we will require submission of all reports via The Compliance Engine and obtain legal review if necessary. Typically, the most delays occur when involving any type of legal review, so it is best to get started as soon as possible. Note: Brycer has examples of currently enacted ordinance language that it can share.

- Brycer will take an extraction of our premise data from our records management system (such as Firehouse or Image Trend]. This is a very quick process (15-20 minutes) and is done seamlessly. If we don't have a records management system, Brycer can take an excel file containing premise information and upload that data into The Compliance Engine. Brycer's product development and customer service teams with work with us Bureau to ensure the data is accurate and clean, to ensure reporting efficiency once the system goes live.

- Review, approval, and sign-off of the Brycer Service Level Agreement, which specifies our access to data within The Compliance Engine, as well as the terms and conditions of service. Brycer has found it most successful when this Agreement is provided to our attorneys for the Fire Department as soon as possible, as they may have certain vendor addendums that may need to be added.

- Review and approval (or edit) of the template notifications to be sent out via The Compliance Engine. The notifications are the renewal, overdue and deficiency notification.

- Review and approval (or edit) of the letter / email to be sent to contractors informing them of the Department's implementation of The Compliance Engine and the passing of the ordinance. Brycer will send this letter/email on our letterhead to all contractors operating within our jurisdiction.

- Brycer will schedule an extensive training session for any users of The Compliance Engine, prior to going live.

ORDINANCE NO. 2025-001

AN ORDINANCE TO CREATE SECTION 5.07(D)
OF THE CODE OF ORDINANCES OF THE VILLAGE OF SOMERS
REGARDING RECORD AND REPORTS

The Village Board of Trustees of the Village of Somers, Kenosha County, Wisconsin, hereby creates Section 5.07(D) of the Code of Ordinances of the Village of Somers to read as follows:

(D) **Record and Reports**. Records of all system inspections, tests and maintenance required by the applicable standards shall be maintained on the premises for a minimum of three (3) years and shall be submitted to the Fire Department in the manner prescribed by the Chief of the Fire Department.

Dated at Somers, Wisconsin, this _____ day of _____, 2025.

VILLAGE OF SOMERS

By:_____
George Stoner, President

Attest:_____
Wendy Burnette, Clerk/Treasurer

Established 1843
Somers
VILLAGE & TOWN
www.somers.org
P.O. Box 197, Somers, WI 53171 • PH: (262) 859-2822 • FAX: (262) 859-2331

VILLAGE OF SOMERS
VILLAGE BOARD
WORK SESSION ITEM MEMORANDUM

WORK SESSION: January 21, 2025

TO: Village President Stoner and Board of Trustees

PREPARED BY: Kevin Poirier, Assistant to the Administrator

AGENDA ITEM: #5 Discuss proposed Village of Somers 2025 and Long- Term Goals.

BACKGROUND:

As a part of Administrator's Peters 2025 job performance review, Trustees Ostby and Nelson have scheduled interviews with his direct reports. Administrator Peters' contract is coming for renewal at the end of 2025. They will meet with him individually.

Trustees Ostby and Nelson will discuss the Village 2025 and Long-Term Goals with select staff over the next few weeks.

UPDATE:

Meetings have been set with all department heads.

COMMENTS:

Long-Term Goals are a way for the Board and Staff to work toward common goals.

ATTACHMENTS:

Village of Somers 2023 and Long-Term Goals

Village of Somers

2023 and Long-Term Goals

Capital Improvement Plan Update Covering the Next Ten Years

- Reestablish a long-term plan for fixed asset replacement based on age and usage.
- Create a priority road improvement list based on Public Works Road scoring process.
- Consider authorizing a Water System Needs Assessment.
- Consider authorizing a Sanitary Sewer Master Plan.
- Outline plans for one or two water towers ideally relying on TID 1 & 2 funds and cash flow.
- Outline plans for remodeling or rebuilding Fire Station 2
- Consider long term plans for Fire Station 3
- Gitzlaff Park study for design and costs for future park development
- Prioritize storm water projects.
- Outline productivity improvements including water meter reading automation and billing automation.
- Complete auditorium improvements.

Development Process

- Create specs and RFP to hire a planner for Highways S, 31, E, and KR.
- Look for opportunities to further define design standards for residential and commercial developments offering additional direction beyond ordinances and zoning.
- Work with County or other resources to further define a Bike Path Plan and an overall transportation plan.
- Define strategy for one time and ongoing voluntary contributions.
- Project long term potential for voluntary contributions

- Clarify our assessment process and communications strategy
- Project TIDs capital needs, cash flow and expected closure
- Plan for joint meeting(s) of Trustees and Plan Commission to help improve the planning process

Financial management

- Update our long-term financial plan (likely using Ehlers) to include an overall debt strategy.
- Define our strategy for investment funds to provide an additional and stable source of income.
- More timely reporting of quarterly and year end financials with a focus on variances to budget
- Pursue automation, especially in our billing process for utilities and payroll.
- Address issues outlined in the most recent audit report.

Human Resources

- Develop strategies for improving retention and limiting turnover.
- Clarify HR functions and explore outsourcing certain HR functions, especially payroll.
- Work on strategies to improve leadership and team building.
- Standardize human resource documents.

Water & Sewer Utilities

- Put in place an annual water rate increase and a schedule for comprehensive water rate cases (required by 3/29/27 per PSC)
- Consider adjustment in sewer charges.

Somers Image

- Review website including Life Balance section and update links.
- Encourage new and existing developments to highlight Somers.

- Somer's mail/ zip code strategy.
- Help make Somers a great place to live and work.

Hotel/ Motel Strategy

- Update ordinance to improve public safety and enforcement process.
- Encourage appropriate development.
- Plan for establishing a tax

Levy Strategy

- Although the desire is not to implement a levy increase, we should analyze and model surrounding communities for best practices in conducting a referendum to raise levy limits to fund public safety.
- Prepare to implement a levy referendum, if necessary, in 2024
- Develop a timeline and budget.

Established 1843
Somers
VILLAGE & TOWN
www.somers.org
P.O. Box 197, Somers, WI 53171 • PH: (262) 859-2822 • FAX: (262) 859-2331

VILLAGE OF SOMERS
VILLAGE BOARD
WORK SESSION ITEM MEMORANDUM

WORK SESSION: January 21, 2025

TO: Village President Stoner and Board of Trustees

PREPARED BY: Kevin Poirier, Assistant to the Administrator

AGENDA ITEM: #6 Discuss Kenosha Unified School District's February 18 referendum question to exceed revenue limit by $23,000,000 per year for five years for non- recurring purposes.

BACKGROUND:

Representatives from Kenosha Unified School District came to the January 7th Village Board Work Session to explain their reasoning for going to referendum to exceed their revenue limit.

COMMENTS:

President Stoner requested that this item be brought in front of the Board for discussion.

ATTACHMENTS:

KUSD Flyer

KUSD Presentation

Notice of Referendum

At Kenosha Unified, we are proud of our local schools and the generations of students we have served over the years. Unfortunately, our district is facing serious financial challenges that we must address soon to maintain a quality educational experience for our students.

We are far from alone in facing these challenges. An increasing number of Wisconsin school districts are finding themselves in a similar situation due to rising costs, an outdated state education funding system, and a lack of state aid to public schools in recent years.

Kenosha Unified
SCHOOL DISTRICT

As expenses like curriculum, utilities, health insurance, transportation, and salaries continue to increase, our budget challenges will continue to grow. Despite closing multiple schools and reducing staff to balance the 2024-25 budget, we will still face a projected $19+ million deficit for the upcoming fiscal year and beyond.

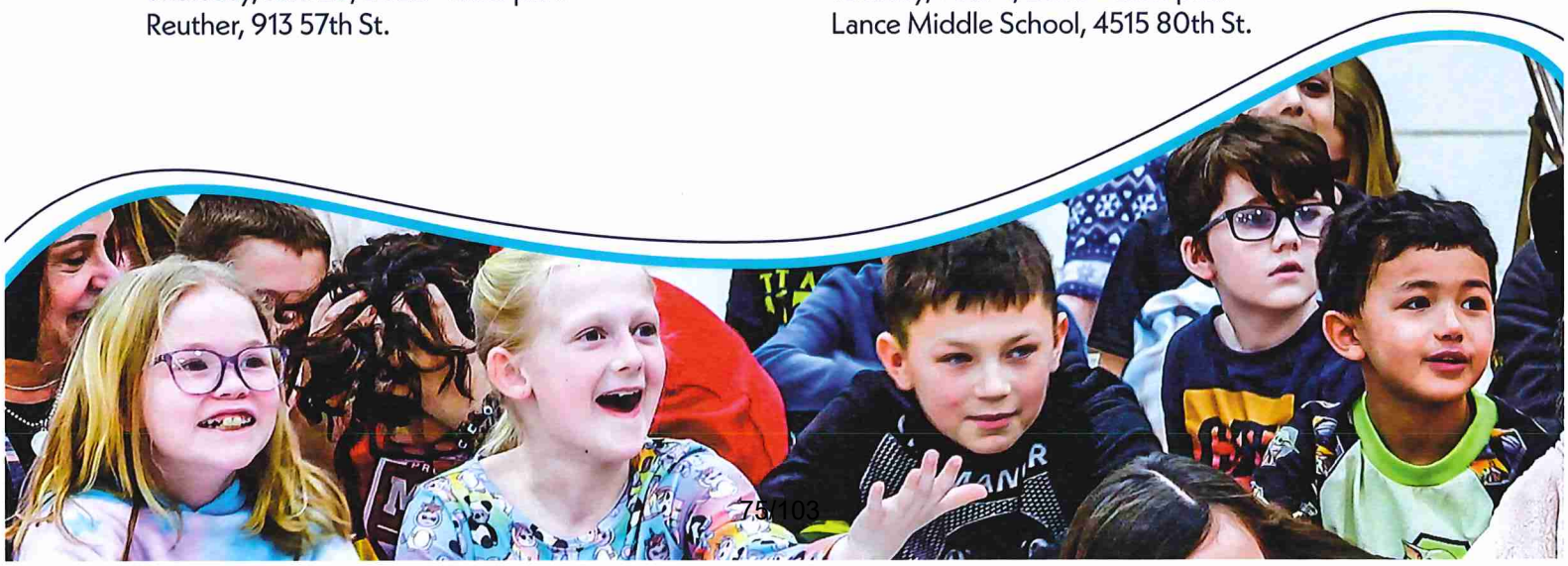
COMMUNITY TOWN HALL MEETINGS

Thursday, Jan. 9, 2025 • 5:30 p.m.
Bradford High School, 3700 Washington Road

Thursday, Jan. 23, 2025 • 5:30 p.m.
Reuther, 913 57th St.

Thursday, Jan. 30, 2025 • 10:30 a.m.
Educational Support Center, 3600 52nd St.

Tuesday, Feb. 4, 2025 • 5:30 p.m.
Lance Middle School, 4515 80th St.



PROPOSED SOLUTION

On **Tuesday, February 18, 2025**, our community will vote on a proposed non-recurring referendum question for Kenosha Unified. If approved, the district will be able to increase its revenue limit by $23 million per year through the 2029-30 school year. This increase will address the $19+ million deficit and allow for additional safety enhancements.

This funding would allow us to:

- **Substantially reduce the structural deficit** to protect class sizes, vital programs, and staff positions.
- **Implement and meet our district goal** of increasing the percentage of students scoring proficient or advanced in reading and math by 12%.
- **Implement state-mandated programs**, such as Act 20 and its science of reading practices, to enrich reading instruction and increase student proficiency.
- **Retain our high-quality staff**, whose dedicated professional time is essential for delivering exceptional education.
- **Implement key upgrades to enhance safety and security** for students and staff, including upgrading controlled building entrances, modernizing surveillance systems, reinforcing exterior doors, installing shatter-resistant window film, upgrading digital video recorders, and implementing additional critical safety measures.

PROPERTY TAX IMPACT

If the operational referendum is approved, it would have an estimated initial property tax impact of **$1.25 per year** on every $1,000 of equalized property value in our community. For example, the owner of a **home worth $250,000** would see a property tax increase of **$313 per year** (or $26 per month).

KUSD REFERENDUM VOTE 2.18.25 FORWARD TOGETHER

Find more information and answers to FAQs by scanning the QR code or visiting: kusd.edu/referendum

MOVING FORWARD TOGETHER

OPERATIONAL REFERENDUM
FEBRUARY 18, 2025

KUSD REFERENDUM
VOTE
2.18.25
FORWARD TOGETHER

WISCONSIN SCHOOL FUNDING

WHAT PROBLEM ARE WE FACING?

- **2024-25** budget is **balanced**
  - Difficult reductions got us to this point, but they do not solve future budget issues.
- **2025-26** and beyond is **not balanced**
  - Estimated $19 million deficit if nothing changes with the state budget, inflation continues at this pace, and enrollment continues to decline as is predicted.

WHY IS KUSD FACING FINANCIAL CHALLENGES?

- In 1993, Wisconsin **instituted a limit** on the revenue school districts can receive each year.
- The control applies to revenue received from the two primary sources:
  - (1) State aid
  - (2) Local property taxes
- A district's revenue limit is directly linked to state-approved adjustments and enrollment.
- Due to minimal state adjustments, our district's **revenue limit has not kept pace with inflation**.

Did You Know?

Had state funding kept pace with inflation, KUSD would have an **additional $31 million** available—and **an operational referendum would not be necessary**.

IMPACT OF RISING COSTS

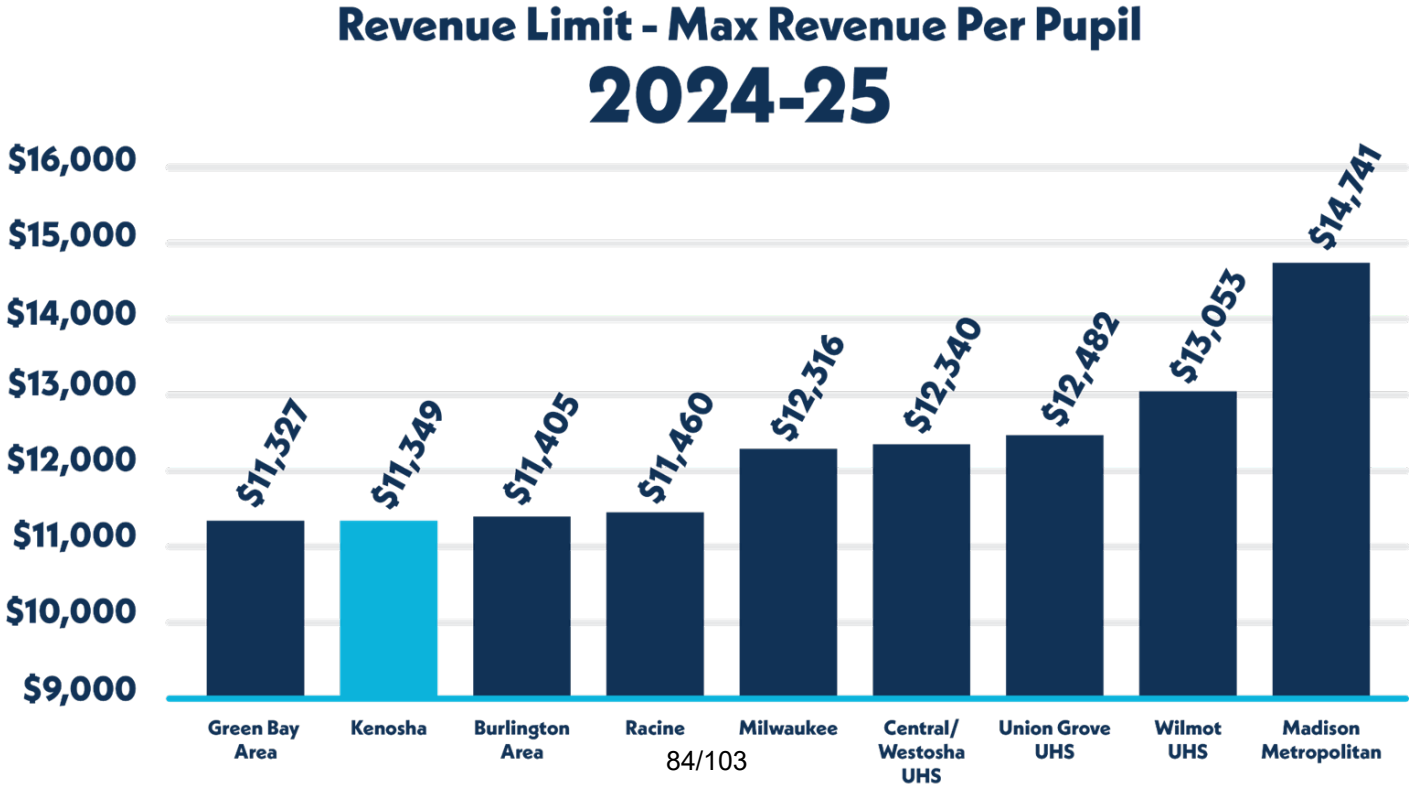
- Expenses like curriculum, utilities, health insurance, transportation, and salaries continue to increase.
- **Schools cannot raise prices.** Instead, we must reduce our costs, which means a reduced investment in our students.

COST-SAVING MEASURES

Since the 2021-22 fiscal year, KUSD has:

- Reduced staffing to align with declining enrollment
- Reduced support staff
- Closed 7 schools and merged two others
- Eliminated the employer-paid HSA benefit
- Modified the employee health benefit plan
- Modified the prescription drug plan
- Reduced discretionary spending
- Reduced the major maintenance budget
- Reduced the curriculum adoption budget
- Reduced the technology refresh budget
- Provided wage increases below CPI
- Shifted costs temporarily to ESSER when possible

KUSD VS. SURROUNDING DISTRICTS



PROPOSED SOLUTION

- On **Tuesday, February 18, 2025**, our community will vote on a proposed **non-recurring referendum** question for Kenosha Unified.
- If it's approved, the district will be able to increase its revenue limit by $23 million per year **through the 2029-30 school year**.
- This increase will **address the $19+ million deficit** and allow for additional safety enhancements.

Did You Know?

In 2024, 147 operational referendums were proposed by Wisconsin school districts to their communities, seeking to raise their revenue limits.

Over the past 10 years, a majority of our state's school districts have **successfully passed operational referendums**.

COMMUNITY SUPPORT

- Over 86% of respondents are very or somewhat familiar with KUSD's budget challenges.
- More than 76% believe that KUSD's financial needs should be addressed immediately.
- 57% expressed support for placing an operational referendum on the February 2025 ballot.

Full survey report is available at kusd.edu/surveyreport

PROPOSED SOLUTION

Substantially reduce the **structural deficit** to protect class sizes, vital programs, and staff positions.

Implement and meet our **district goal** of increasing the percentage of students scoring proficient or advanced in reading and math by 12%.

Effectively implement **underfunded state-mandated programs**, such as Act 20 and its science of reading practices, to enrich reading instruction and increase student proficiency.

Retain our high-quality staff, whose dedicated **prep/professional time** is essential for delivering exceptional education.

PROPOSED SOLUTION

Implement key upgrades to enhance **safety and security** for students and staff, including:

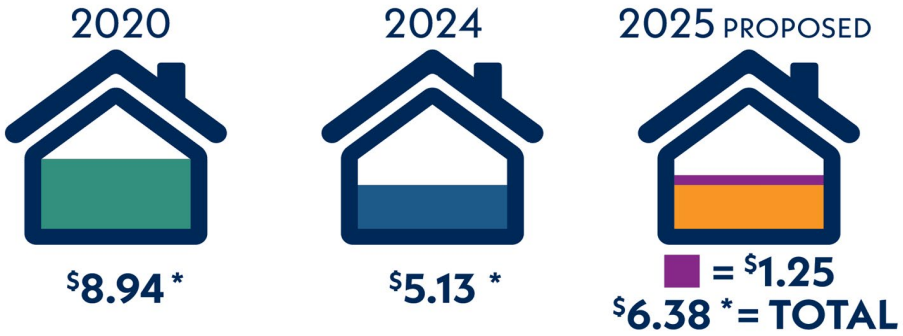
- Upgrading controlled building entrances
- Modernizing surveillance systems
- Reinforcing exterior doors
- Upgrading digital video recorders
- Implementing additional critical safety measures

PROPERTY TAX IMPACT

A home with a value $250,000 will pay an additional:

- $313 per year
- $26 per month

Amount is $1.25 for each $1,000 in home value



**Represents education taxes only (e.g. KUSD, vouchers, private schools, etc.) in respective tax years.*

WHAT'S AT STAKE

- **PROPOSED CUT:** Increase class sizes to allow a reduction in staffing at elementary, middle and high school levels
  - ***IMPACT:*** *Limits personalized learning opportunities and reduces available support for students*
- **PROPOSED CUT:** Convert Indian Trail Academies to pathways
  - ***IMPACT:*** *Reduces opportunities for students*
- **PROPOSED CUT:** Maintain reduced curriculum, major maintenance, and tech refresh budgets previously supported by ESSER funding
  - ***IMPACT:*** *Causes students to use outdated materials and devices in less well-maintained facilities*

WHAT'S AT STAKE

- **PROPOSED CUT:** Pay freezes for all staff
  - ***IMPACT:*** *Lower staff satisfaction and retention rates*
- **PROPOSED CUT:** Eliminate MAP testing for grades 1, 2 and 3
  - ***IMPACT:*** *Reduces the ability to effectively monitor and track student progress*
- **PROPOSED CUT:** Reduce Recognition Committee budget
  - ***IMPACT:*** *Diminishes staff engagement and possibly retention rates*
- **PROPOSED CUT:** Forgo safety upgrades and prep/professional time additions
  - ***IMPACT:*** *Limits student safety and quality of instruction enhancements*

BENEFIT TO STUDENTS

- Maintain offerings and class sizes where students receive the quality education they deserve.
- The District Improvement Plan outlines three critical goals for KUSD:
    - By spring 2027, the district will increase the percentage of students scoring proficient or advanced in reading and math by 12% as measured by the state assessment.
    - Engage in an inclusive and transparent process with the school board, staff, administration, and public to create recommendations that result in an annually balanced budget.
    - Retain and recruit highly qualified staff who work to ensure the success of every student.

BENEFIT TO THE COMMUNITY

- **Schools are where our children learn and grow.**
  They are the foundation for developing the next generation of leaders, innovators, and community members. Every student deserves access to quality education, which this referendum helps sustain.

- **Economic growth is tied to quality schools.**
  Businesses looking to relocate or expand often prioritize communities with robust educational systems. Great schools attract businesses and ensure a well-prepared workforce, strengthening Kenosha's economic future.

- **Homebuyers are influenced by school success.**
  Families seek neighborhoods with reputable schools, boosting demand for housing and stabilizing property values. Investing in our schools is investing in our community.

UPCOMING COMMUNITY TOWN HALL MEETINGS:

- **Thursday, January 9, 2025**
  5:30 p.m. at Bradford High School
- **Thursday, January 23, 2025**
  5:30 p.m. at Reuther Central High School
- **Thursday, January 30, 2025**
  10:30 a.m. at the Educational Support Center
- **Tuesday, February 4, 2025**
  5:30 p.m. at Lance Middle School

THANK YOU

Follow kusd.edu/referendum for updates.

VOTE FEBRUARY 18
FORWARD TOGETHER
KENOSHA UNIFIED REFERENDUM

NOTICE OF REFERENDUM
KENOSHA SCHOOL DISTRICT NO. 1
FEBRUARY 18, 2025

Referendum Election Details

At an election to be held in the Kenosha School District No. 1 on February 18, 2025, the following proposed Revenue Limit Resolution of the School Board will be submitted to a vote of the people:

RESOLUTION AUTHORIZING THE SCHOOL DISTRICT BUDGET TO EXCEED REVENUE LIMIT BY $23,000,000 PER YEAR FOR FIVE YEARS FOR NON-RECURRING PURPOSES

BE IT RESOLVED by the School Board of the Kenosha School District No. 1, Kenosha County, Wisconsin that the revenues included in the School District budget be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by $23,000,000 per year beginning with the 2025-2026 school year and ending with the 2029-2030 school year, for non-recurring purposes consisting of operational expenses and debt service for safety and security improvements.

Ballot Text

The question will appear on the ballot as follows:

"Shall the Kenosha School District No. 1, Kenosha County, Wisconsin be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by $23,000,000 per year beginning with the 2025-2026 school year and ending with the 2029-2030 school year, for non-recurring purposes consisting of operational expenses and debt service for safety and security improvements?"

Explanation

The referendum election ballot will ask District electors to vote "yes" or "no" on the referendum election question as set forth above.

A "yes" vote on the question is a vote to authorize the Kenosha School District No. 1 budget to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by $23,000,000 per year beginning with the 2025-2026 school year and ending with the 2029-2030 school year, for non-recurring purposes consisting of operational expenses and debt service for safety and security improvements.

A "no" vote on the question is a vote to deny the Kenosha School District No. 1 the authority to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by $23,000,000 per year beginning with the 2025-2026 school year and ending with the 2029-2030 school year, for non-recurring purposes consisting of operational expenses and debt service for safety and security improvements.

In the event a majority of the electors voting on the question vote "yes", the District will be authorized to exceed the revenue limit specified in Section 121.91, Wisconsin Statutes, by $23,000,000 per year beginning with the 2025-2026 school year and ending with the 2029-2030 school year, for non-recurring purposes consisting of operational expenses and debt service for safety and security improvements; if a majority vote "no" on the question set forth above, the District will not be so authorized.

Persons with questions regarding the referendum election should contact Dr. Jeffrey Weiss, District Administrator.

Done in the Kenosha School District No. 1
on February 17, 2025
Dr. Todd Alan Price
District Clerk

Established 1843
Somers
VILLAGE & TOWN
www.somers.org
P.O. Box 197, Somers, WI 53171 • PH: (262) 859-2822 • FAX: (262) 859-2331

VILLAGE OF SOMERS
VILLAGE WORK SESSION
WORK SESSION ITEM MEMORANDUM

WORK SESSION: January 21, 2025

TO: Village President Stoner and Village Trustees

FROM: Wendy Burnette, Clerk-Treasurer

AGENDA ITEM:

#7 Review and Discuss application for Class "B" (Picnic) Beer License from Shoreland Lutheran High School Shooting Club Banquet on February 23, 2025. Event to be held at Shoreland Lutheran High School, 9026 12th Street Kenosha, WI 53144 from 4 p.m. to 9 p.m.

#8 Review and Discuss application for Temporary Operators License: Amber Wasurick, for the Shoreland Lutheran High School Shooting Club's fundraising banquet and request to waive fee

BACKGROUND:

Shoreland Lutheran High School has approached the Village to obtain a Temporary "Class B" (Picnic) License to sell beer at a fundraising banquet for Shoreland Sport Shooting Club. All proceeds from this event will be used for program assistance.

They have also applied for a temporary operator for Amber Wasurick for the event. There were no discrepancies with her background.

They have also requested to waive associated fees with both applications.

COMMENTS:

Staff recommends these be placed on the January 28, 2025 Board meeting for action.

ATTACHMENTS:

Temporary Class "B" / "Class B" Retailers License Application, Temporary Operators application and Site Plan

Request to waive fees letter.

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE $ _____

Application Date: Nov. 1, 2024

☐ Town ☒ Village ☐ City of Somers

County of Kenosha

The named organization applies for: *(check appropriate box(es).)*

☐ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 4:00pm and ending 9:00pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization *(check appropriate box)* → ☒ Bona fide Club ☐ Church ☐ Lodge/Society ☐ Chamber of Commerce or similar Civic or Trade Organization ☐ Veteran's Organization ☐ Fair Association

(a) Name Shoreland Lutheran Clay: Trap Shooting Club

(b) Address 9026 - 12th Street (Street) Kenosha, WI 53144 ☐ Town ☒ Village ☐ City

(c) Date organized Nov. 2016

(d) If corporation, give date of incorporation N/A

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Mark Goessl

Vice President Josh Quint

Secretary Joe Pulera

Treasurer Traci Pulera

(g) Name and address of manager or person in charge of affair: Mark Goessl 7115 89th Ave Kenosha, WI 53142

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 9026 12th Street

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? part / commons area, gymnasium

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. Name of Event

(a) List name of the event Shoreland Lutheran Shooting Club Banquet

(b) Dates of event February 23, 2025

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Shoreland Lutheran Trap Shooting Club (Name of Organization)

Officer _____ Nov 1 2024 (Signature/date)

Officer _____ 11/1/2024 (Signature/date)

Officer _____ Nov 2024 (Signature/date)

Officer _____ 11/1/2024 (Signature/date)

Date Filed with Clerk _____

Date Granted by Council _____

Date Reported to Council or Board _____

License No. _____

AT-315 (R. 6-16)

Wisconsin Department of Revenue

9026
9026
9026
Event held in the gym only.

SHORELAND
LUTHERAN HIGH SCHOOL

November 1, 2024

To Whom It May Concern (Town of Somers),

I understand that alcoholic beverages will be distributed at the Shoreland Lutheran High School event being held on Saturday, February 23, 2025 from 4:00pm until 9:00pm. The event is a fundraiser raffle to raise funds to support the needs of our extra-curricular clubs and activities.

I am hereby requesting a waiver allowing our school to serve alcohol under the conditions established and supervised by our planning committee. I am also requesting that you waive the fees for the Bartender License and the Class B License due to Shoreland Lutheran High School being a not-for-profit organization.

Proceeds from this event are used for program assistance, not for the profit of an individual or party.

Thank you for your consideration.

Sincerely,

Paul Scriver
President

9026 12th Street - Kenosha, WI 53144
Phone: 262.859.2595

Village of Somers
7511 12th Street
Somers, WI 53171

Village Boar Meeting
Tentative Agenda
Tuesday, Jan. 28, 2025
5:30 p.m.

Village Board Meeting:	
Item #	
1	Call to order
2	Pledge of Allegiance
3	Consent and Approval of Minutes of Regular meetings on Jan. 14, 2024, Vouchers dated Jan. 9, Jan. 16 and Jan. 23
4	Correspondence: Kenosha County Multi-Jurisdictional Comprehensive Planning Advisory Committee invitation
5	Citizens Comments
6	President and Trustee Comments
8	Action on proposed Ordinance 2025-001, an Ordinance to update Chapter 5 Code of Ordinances of the Village of Somers to require the use of a system called The Compliance Engine as it relates to fire protection system inspections, testing, maintenance, and servicing.
9	Action on proposed Village of Somers 2025 and Long- Term Goals.
10	Action on application for Class "B" (Picnic) Beer License from Shoreland Lutheran High School Shooting Club Banquet on February 23, 2025. Event to be held at Shoreland Lutheran High School, 9026 12th Street Kenosha, WI 53144 from 4 p.m. to 9 p.m.
13	Action on Operator's Licenses: Amber Wasurick
14	Adjourn

I hereby certify that as the designee of the chief elected official of the Village of Somers, I posted this notice of the January 28th, 2025 Village Board Meeting & Tentative Agenda in 1 public place & on the Village website.

Dated this 24th day of January 2025 Wendy Burnette, Clerk-Treasurer

Requests from person with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at 262-859-2822 with as much notice as possible. **Notice is hereby given that members of the Village Board may participate telephonically. Notice is hereby given that members of the Town Board may be in attendance for the sole purpose of gathering information. A quorum may be present. However, no Board action will be taken.**

Original Post Date: January 24th, 2025