

**City Of Lake Geneva Police & Fire Commission Minutes**  
**Thursday, January 8, 2026 - 4:00 PM**  
**City Hall; Council Chambers**

**Call to Order**

by Commissioner Clausen at 4:00 p.m.

**Pledge of Allegiance**

by Mayor Krause followed by a moment of silence.

**Roll Call**

Commissioners Clausen, Condos, Jegerski and Fairbanks were present. Commissioner Soley-Johnson arrived at 4:16 p.m.

Also present: Police Chief Gritzner, Police Lieutenant Keller, Police Lieutenant Tietz, Fire Chief Peters, Division Chief Detkowski,

Police and Fire Liaison Alderperson Hoiland, Town of Linn Liaison Livingston, Mayor Krause and Administrative Specialist Papenfus.

**Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes**

NONE

**Acknowledgement of Correspondence**

NONE

**Approval of the minutes from December 4, 2025**

Condos motioned to approve the meeting from December 4, 2024. Fairbanks seconded. Motion carried 4-0.

**Discussion/Action - Schedule Public Safety Facilities Committee Workshop**

Chief Gritzner requested that a date be scheduled for the Public Safety Facilities Committee. Chief Peters and Chief Gritzner requested that one or two members of the PFC be on the committee. Those members can then report back to the entire PFC Commission after the meetings. Commissioners Clausen and Condos will represent the PFC at the meetings. Chief Gritzner will confirm meeting dates with City Administrator DeAngelis.

**Discussion/Action - Monthly agenda procedures**

Condos motioned to revise the agenda procedures and to post the packet on the public website. Jegerski seconded. Motion carried 4-0.

Chief Gritzner reported that the City Clerk asked that all city agendas be set up with the same format. The agenda has been revised to reflect the changes and Chief Gritzner explained the reason for some of the changes. Chief Gritzner recommended posting the agenda packet on the city's website so it is available to the public.

**Police Department Business**

**Discussion/Action-Approval of the bills for the month of December 2025, operating in the amount of \$459,066.85, Capital in the amount of \$4,254.00, for a total amount of \$463,320.85**

Fairbanks motioned to approve the bills for the month of December 2025. Condos seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y. Motion carried 4-0.

Chief Gritzner noted the numbers on the report do not read correctly because the auditing journal entries are not reflected in the report. They will be corrected next month. Invoices for 2025 will close out mid-February.

**Review Reports**

**Chief's Report**

Chief Gritzner reported the Marine Unit is in manufacturing at this time. Equipment will be purchased in the near future and training has started. Chief Gritzner also reviewed the recent department trainings. The upgrade to the Communications Center has begun so that 911 cell phones will now come directly to the City of Lake Geneva Communications Center. Deadline to apply for Community Service Officer has been scheduled for February 6,

2026. Officer Atkinson was sworn in January 12, 2026, and her and Officer Potter will begin the Police Academy January 20, 2026.

### **Top Five Monthly Incidents**

No discussion/action

### **Monthly Activity Reports**

Chief Gritzner reviewed the monthly activity reports.

### **Yearly Activity Reports**

In 2025, 911 calls were up by 105, calls for service were up 2,454 and arrests were up by 1,302 compared to 2024.

### **Discussion/Action – Accept letter of resignation from Community Service Officer Jacob Seeger**

Soley-Johnson motioned to accept letter of resignation from Community Service Officer Jacob Seeger. Fairbanks seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y, Soley-Johnson-Y. Motion carried 5-0.

### **Discussion/Action - Accept donations for Shop with a Cop for a total of \$410.00**

**Christian and Amy Marten in the amount of \$10.00**

**Leonard and Shelley Jegerski in the amount of \$200.00**

**Harborside Pub and Grill, LLC in the amount of \$200.00**

Fairbanks motioned to accept donations for Shop with a Cop for a total of \$410.00 as listed. Condos seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y, Soley-Johnson-Y. Motion carried 5-0.

### **Discussion/Action - Department Seal**

Condos motioned to approve the Department Seal. Soley-Johnson seconded. Motion carried 5-0.

Chief Gritzner reviewed the Department Seal and noted that the seal will be used on Department letterheads and challenge coins. Chief Gritzner stated that Lieutenant Keller and Records Specialist Shiroda did a great job on the project.

### **Acknowledgement of Thank You notes**

No discussion/action

### **Discussion/Action - Items to forward to City Council**

December expenditures, Top Five Incidents, Monthly reports and Yearly reports

### **Fire Department Business**

### **Discussion/Action-Approval of the bills for the month of December 2025, operating in the amount of \$371,221.35, Capital in the amount of \$290.27, Equipment Replacement in the amount of \$3,200.72, for a total amount of \$374,712.34**

Clausen motioned to approve the bills for the month of December 2025. Fairbanks seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y, Soley-Johnson-Y. Motion carried 5-0.

Chief Peters noted the Fire Department reports do not read accurately for the month but will be corrected next month.

### **Review Reports**

### **Chief's Update and Fire Department Report**

Chief Peters gave an update on the ladder truck. It will be delivered on February 9, 2026, to the company to begin working on the repairs. This will take two to three months. Chief Peters reviewed the monthly report including anniversaries, community events, notable calls for service and the call numbers.

### **EMS Medical Billing/Stark Medical Billing**

No discussion/action

### **Discussion/Action- Approval of Lexipol Policies**

**301 Emergency Response (update)**

**329 National Fire Incident Reporting (update)**

**402 Fire Investigations (update)**

**803 Patient Medical Records Security (update)**

Clausen motioned to approve the Lexipol Policies as listed. Soley-Johnson seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y, Soley-Johnson-Y. Motion carried 5-0.

Division Chief Detkowski reviewed the policy updates and changes. He noted there is a new reporting platform for the Federal Government.

**Discussion/Action – Change in status of FF/PM Abigail Tischler from part-time to full-time**

Condos motioned to approve change in status of FF/PM Abigail Tischler from part-time to full-time. Fairbanks seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y, Soley-Johnson-Y. Motion carried 5-0.

**Discussion/Action- Change in status of FF/PM Jason McDaniel from part-time to full-time**

Fairbanks motioned to approve change in status of FF/PM Jason McDaniel from part-time to full-time. Fairbanks seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y, Soley-Johnson-Y. Motion carried 5-0.

**Discussion- Annual Awards Ceremony to be held Thursday March 19, 2026.**

Chief Peters noted the Fire Department Awards Ceremony is usually held in October but the date has been switched to Thursday, March 19, 2026.

**Discussion – Fire incident reporting**

Division Chief Detkowski noted that the Federal Government has a new reporting database as of January 2026; however, it isn't working with ProPhoenix at this time. The actual numbers are skewed but ProPhoenix is working on correcting the errors.

**Acknowledgement of Thank You notes**

No discussion/action

**Discussion/Action - Items to forward to City Council**

Chief's monthly report, Awards ceremony date and thank you notes

**FD Thank-you note**

**Motion to go into closed session per Wisconsin Statute 19.85 1 (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically Fire Chief Peters employment agreement**

Soley-Johnson motioned to go into closed session to include Mayor Krause and Police and Fire Liaison Alderperson Hoiland. Fairbanks seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y, Soley-Johnson-Y. Motion carried 5-0 at 4:49 p.m.

**Motion to return to open session pursuant to Wisconsin Statutes 19.85(2) and take action on any items discussed in closed session**

Condos motioned to return to open session. Fairbanks seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y, Soley-Johnson-Y. Motion carried 5-0 at 4:58 p.m.

Fairbanks motioned to approve Fire Chief Peters employee agreement contract. Condos seconded. Roll call vote: Clausen-Y, Jegerski-Y, Fairbanks-Y, Condos-Y, Soley-Johnson-Y. Motion carried 5-0.

**Adjournment**

Condos motioned to adjourn the meeting. Soley-Johnson seconded. Motion carried 5-0 at 4:59 p.m.

Cindy Papenfus  
Administrative Specialist