



City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- www.cityoflakegeneva.com

**POLICE AND FIRE COMMISSION MEETING MINUTES
THURSDAY APRIL 7, 2022 – 6:00 P.M.
CITY HALL, COUNCIL CHAMBERS**

Commission Members: President Jim Connors, Vice President Ted Horne, Commissioners: Jay Fairbanks, Chuck Saul and Spyro Condos, Police and Fire Liaison Joan Yunker, Town of Geneva Fire Liaison Larry Kulik

1. Call meeting to order
The meeting was called to order by Commissioner Horne at 6:00 p.m.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Police Lieutenant Gritzner
3. Roll Call
Commissioners Horne, Saul, Condos and Fairbanks were present. Commissioner Connors was excused. Also present were Police and Fire Liaison Yunker, Police Chief Rasmussen, Police Lieutenant Gritzner, Fire Chief Peters, Town of Geneva Fire Liaison Kulik and Administrative Assistant Papenfus
4. 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
5. Acknowledge Correspondence - NONE
6. City Council Report
Police and Fire Liaison Yunker had nothing to report.
7. Approval of the Regular Meeting Minutes of March 10, 2022
Fairbanks motioned to approve the regular meeting minutes of March 10, 2022. Horne seconded. Motion carried 3-0-1.
Saul abstained as he was not at the March meeting.
8. Fire Department Business
 - a. Discussion/Action - Approval of bills for the month of March 2022, operating in the amount of \$141,526.47, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$0, for a total of \$141,526.47
Condos motioned to approve the bills for the month of March 2022. Saul seconded. Roll call vote: Horne-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motion carried 4-0.
 - b. Discussion – EMS Medical Billing/Stark Medical Billing – No discussion/Action
 - c. Discussion/Action – Monthly Chief's Update and Fire Department Report Overview
Chief Peters reviewed the monthly report including the Fire Code of the Month, personnel anniversaries and accomplishments, Department and Community Events and Notable calls. The Department also recognized Deputy Chief Derrick for his 50 years of service. Chief Peters advised that calls are still up for the year and he felt calls would remain high partially due to aging population and a new nursing home in the area.
 - d. Informational - Developing program for Tuition Reimbursement for Paramedic Program
Chief Peters advised that the department is involved in developing an agreement for tuition reimbursement for the paramedic program. There is currently \$64,000.00 in the fund because of the money raised at the Gala last year. The cost of paramedic school is approximately \$5,000.00. Hopefully, next month the Fire Department will have a contract to be reviewed by the Commission.

e. Informational – Joint response for Hwy 12 with the City of Elkhorn Fire Department during road construction Chief Peters stated that the Lake Geneva Fire Department and the Elkhorn Fire Department are working on a joint response agreement on how to handle calls on Highway 12 during road construction.

Condos asked about the status of impact fees

f. Discussion/Action - Thank you notes

- Roxanne and Terrance Krohn - \$1000.00
- Julie Sromek

Saul motioned to accept the \$1000.00 donation from Roxanne and Terrance Krohn. Condos seconded. Roll call vote: Horne-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motion carried 4-0.

g. Discussion/Action - Items to be forwarded to City Council

March expenditures, Chief's monthly report and thank you notes.

Condos asked about the status of the City Impact Fees. Chief Peters advised that the City Impact Fees have been referred to the City Administrator. Condos would like to get together with the Police and Fire Departments to create a plan. Condos would prefer that the Commission decide what needs to be done and then refer it to City Council. Horne suggested that we add the Impact Fees as an agenda item to the next meeting and get an update from the City Administrator before moving forward.

9. Police Department Business

a. Discussion/Action - Approval of bills for the month of March 2022, operating in the amount of \$395,933.21, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$68,684.00, for a total of \$464,617.21

Saul motioned to approve the bills for the month of March 2022. Horne seconded. Roll call vote: Horne-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motion carried 4-0.

Lieutenant Gritzner noted that the Equipment Replacement purchases include the new squad car, gas masks and the key card security access system for the building.

b. Discussion/Action – Confirmation of hiring Part Time Community Service Officers Lace Atkinson, Jacob Rockweiler, Bruno Sanchez-Hernandez and Cayla Ruarke

Saul motioned to confirm the hiring of part time Community Service Officers Lace Atkinson, Jacob Rockweiler, Bruno Sanchez Hernandez and Cayla Ruarke. Fairbanks seconded. Motion carried 4-0.

Lieutenant Gritzner stated that Lace Atkinson has been activated for National Guard duty and will begin training when she returns.

c. Discussion/Recommendation – Recommend to FLR/Council updating Police Chief Rasmussen's contract (WRS Contribution)

Saul motioned to recommend to FLR/Council updating Police Chief Rasmussen's contract for Chief Rasmussen to contribute 2.5% into WRS. Condos seconded. Roll call vote: Horne-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motion carried 4-0.

Lieutenant Gritzner indicated that Chief Rasmussen would like to start paying 2.5% into his WRS. He would pay 2.5% into his WRS and that money would go onto his wage. This amount mirrors what is happening in the current union contract and is covered in the budget.

d. Discussion –Wisconsin Public Safety Grant

Lieutenant Gritzner stated that the City of Lake Geneva received a Wisconsin Public Safety Grant just over \$18,000.00. The funds were made available through the State's Rescue Plan Act and needs to be spent by 2026. The department plans to put the money toward the body cameras.

e. Discussion/Action - Crisis Community Liaison MOU

Horne motioned to approve the Crisis Community Liaison MOU. Saul seconded. Motion carried 4-0.

Lieutenant Gritzner stated that the MOU was created by using Walworth County's MOU and Attorney Draper reviewed and approved the agreement.

f. Discussion – WAVE system MOU Update

Lieutenant Gritzner advised that he has to create a WAVE system MOU and hopes to have it prepared for next month's meeting. Attorney Draper will review it once one has been created.

g. Discussion – Police Department Awards Ceremony May 19, 2022 at 6:00 p.m.

Lieutenant Gritzner announced that the Police Department Awards Ceremony will be held May 19, 2022 at 6:00 p.m.

h. Discussion - Chief's Report (briefing only – no action will be taken)

Lieutenant Gritzner stated that new budget projects have started. The new squad has been received and installation of the equipment will begin next week. The hosted 911 upgrade will start the last week of April and hopefully start April 28. The key card security system has been installed. Three full time officers are in training.

i. Discussion - Chief's Top Monthly Incidents – No discussion/action

j. Discussion – Monthly activity reports – No discussion/action

2022 Dispatch activity for March 2022:	Telephone calls – 2,271	911 calls - 236	Window assists – 595
2021 Dispatch activity for March 2021:	Telephone calls – 2,365	911 calls - 244	Window assists – 554

2022 Patrol activity for March 2022:	Calls for Service – 1,419	Arrests – 118
2021 Patrol activity for March 2021:	Calls for Service - 1,483	Arrests – 132

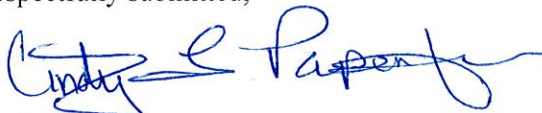
k. Discussion/Action – Items to be forwarded to City Council

March expenditures, Chief Rasmussen's contract, WI Public safety grant, Awards Ceremony, Top 5 monthly incidents and monthly reports.

10. Adjourn

Saul motioned to adjourn the meeting. Fairbanks seconded. Motion carried 4-0. Meeting adjourned at 6:40 p.m.

Respectfully submitted,



Cindy Papenfus
Administrative Assistant

c: Police Chief/Fire Chief
Commissioners-file/Commission Liaison
City Administrator/City Clerk
City Comptroller
Council Members - Mayor

MINUTES NOT OFFICIAL UNTIL APPROVED AT THE NEXT POLICE AND FIRE COMMISSION MEETING