



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY JUNE 9, 2022 – 6:00 P.M.

CITY HALL, COUNCIL CHAMBERS

Commission Members Commissioners: Jim Connors, Spyro Condos, Chuck Saul, Jay Fairbanks, and Len Jegerski,
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 Connors at 6:01 p.m.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Former Commissioner Horne
3. Roll Call
Commissioners Connors, Saul, Condos, Fairbanks and Jegerski were present. Also present were Police and Fire Liaison Yunker, Town of Geneva Fire Liaison Kulik, Police Chief Rasmussen, Police Lieutenant Gritzner, Police Lieutenant Way, Fire Chief Peters, 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
Mary Jo Fesenmeier from 1085 S. Lakeshore Shore Drive, addressed item #7 reference the City Council Report and asked for an update on the impact fees from the City Council, Fire Department and Police Department. She also asked for an update on Special Assessments.
5. Acknowledge Correspondence – NONE
6. Recognize outgoing Police and Fire Commissioner Ted Horne
Former Police and Fire Commissioner Ted Horne was recognized for his years of service. Chief Peters and Chief Rasmussen presented a plaque on behalf of the Police and Fire Departments. Commissioner Connors presented a plaque on behalf of the Police and Fire Commission.
7. City Council Report
Alderman Yunker stated that the city approved the speed limit change on County Highway H from 35 to 25 mph. Stone Ridge property was approved to put no trespassing signs on the property. Alderman Yunker did not have any further information regarding Impact Fees or Special Assessments.
8. Approval of the Regular Meeting Minutes of May 5, 2022
Saul motioned to approve the regular meeting minutes of May 5, 2022. Fairbanks seconded. Motion carried 5-0.
9. Discussion/Action – Walworth County Public Safety Radio Tower
Connors motioned to support the Walworth County Public Safety Radio Tower project and to express the support to the rest of the City. Condos seconded. Motion carried 5-0.
Captain Neumann from the Walworth County Sheriff's Department, who supervises the 911 and Emergency Management Divisions, discussed placing a Public Safety Radio Tower at Cobb Park in the City of Lake Geneva. The Public Safety Radio system will have the capacity to serve all the Police and Fire departments throughout Walworth County. A contract has been awarded to Raycom, a dealer of L3 Harris communications and the next step of the project is to establish strategic locations to cover Walworth County. Deputy Neumann stated that Cobb Park in the City of Lake Geneva is one of the locations as it will support the City of Lake Geneva and part of Walworth County. The project is funded by Walworth County and should save the city some money as Walworth County will oversee the communication towers. All first responders in the county will be interoperable with each

other and large-scale events can be supported by this infrastructure. The project is funded by Walworth County and some ARPA funds will be used for the City's expenses for new radio equipment.

10. Police Department Business

a. Discussion/Action - Approval of bills for the month of May 2022, operating in the amount of \$373,793.98, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$4,557.56, for a total of \$378,351.54

Saul motioned to approve the bills for the month of May 2022. Fairbanks seconded. Roll call vote – Connors-Y, Jegerski-Y, Condos-Y, Fairbanks-Y, Saul-Y.

Chief Rasmussen stated fuel expenses will affect the department and will most likely be over budget.

b. Discussion/Action – Hiring process of new Police Chief

Condos made a motion to keep the Chief of Police hiring process internally. Jegerski seconded. Roll call vote: Connors-N, Jegerski-Y, Condos-Y, Fairbanks-Y, Saul-N. Motion carried 3-2.

Chief Rasmussen handed out his letter of retirement. Connors stated that all Commissioners received the Chief's letter and job description regarding the police chief position as well as four letters of interest for the position. Chief Rasmussen noted that all four candidates met the job qualifications based on the job description. There was a lengthy discussion whether to hire internally or externally for the Chief of Police position.

Condos asked to keep the Chief hiring within the department stating that all four candidates are qualified to be Police Chief. Fairbanks suggested that the Commission review the resumes of the internal candidates first and he strongly recommended to hire internally if the candidates met the qualifications. Saul stated that it was inappropriate to stay within the department for the top position and that the Commission needed to go to a broader market and look at more than four candidates. Connors felt that the Commission needed to look at the best candidates and it was the duty of the Commission to hire the best candidate. Connors felt that the best process would be to accept both internal and external candidates.

Connors motioned to have the four internal candidates submit a full application including a cover letter, their vision for the department and resume and that they be sent to the City Clerk. Condos seconded the motion.

Connors amended his motion to have the four internal candidates submit their application including a cover letter, their vision for the department, and resume by close of business on Monday, June 27, 2022. Condos seconded. Roll call vote: Connors-Y, Jegerski-Y, Condos-Y, Fairbanks-Y, Saul-Y. Motion carried 5-0.

Saul stated that he felt the existing job description needed to be amended and asked that the job description be amended before proceeding. Connors felt that the two things could be done parallel to each other and he suggested that Saul submit the job description suggestions to Chief Rasmussen. Chief Rasmussen asked for a deadline for the candidates to submit their documents. Once the applications are submitted, then the Police and Fire Commission can decide on their timeline to review the applications.

c. Discussion – Completion of Probation of Officer Xenia Rodriguez

Chief Rasmussen stated that Officer Xenia Rodriguez completed her probation. She is the first applicant to make it through the whole process including the Police Academy, COVID and being trained within the department and she is doing a great job.

d. Discussion/Action – Accept letter of resignation from CSO Kendra Pease

Connors motioned to accept the letter of resignation from CSO Kendra Pease. Motion seconded by Fairbanks. Motion carried 5-0.

e. Discussion – Review Joint 1 School Resource Officer

Lieutenant Gritzner asked for the Commission's support in staffing a School Resource Officer (SRO) more frequently at the K-8 level. At this time, Officer Aaron Greetham is staffed approximately 1-2 days a week. With the department strategic planning, which could potentially add four new officers within the next two years, it will be possible to staff the SRO position more frequently at the K-8 level. The additional officers would still be available for summer patrol. At this time, the school does not fund the position, however, Lt. Gritzner hopes to meet with Dr. Peter Wilson, the new school superintendent, to discuss the SRO position. The Commission felt it was a great idea and supported the idea.

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

Yearly license checks were done over Memorial weekend and there were six violations with no operators on the premise. Muedini and White will be on patrol themselves and Dunaway will be on his own shortly but he is currently in training for the National Guard. Overtime shifts have been authorized for downtown walking patrols in the evening for the summer. Commissioner Saul thanked the Police Department, especially Lieutenant Way and Officer Hansen, for taking time to explain the amount of training and plans that the department has in the event of an active shooter incident. He came away very informed and was very impressed with how prepared the department is for such an emergency.

g. Discussion - Chief's Top Monthly Incidents – No discussion/Action

Saul was glad to see that the Mobile Command Unit was used for one of the calls.

h. Discussion – Monthly activity reports – No discussion/Action

2022 Dispatch activity for May 2022:	Telephone calls – 2,887	911 calls - 305	Window assists – 1,802
2021 Dispatch activity for May 2021:	Telephone calls – 2,627	911 calls - 283	Window assists – 701

2022 Patrol activity for May 2022:	Calls for Service – 1,905	Arrests - 157
2021 Patrol activity for May 2021:	Calls for Service - 2,018	Arrests – 202

i. Discussion/Action – Thank you notes – No discussion/Action

- Ron Martinson – Officer Bouland, Officer Wisniewski, CSO Hinrichs and CSO Rockweiler
- Crissy Handley – Officer Bouland and Officer Muedini
- Jehovah's Witnesses congregation – City of Lake Geneva Police Dept.
- Len Mueller – City of Lake Geneva Police Dept.
- Jeremy and Helen Radloff – Officer Hansen

j. Discussion/Action – Items to be forwarded to City Council\

May expenditures, Chief's top five monthly, Monthly reports and thank you notes.

11. Fire Department Business

a. Discussion/Action - Approval of bills for the month of May 2022, operating in the amount of \$112,292.87, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$1,034.00, for a total of \$113,326.87

Connors motioned to approve the bills for the month of May 2022. Fairbanks seconded. Roll call vote: Connors-N, Jegerski-Y, Condos-Y, Fairbanks-Y, Saul-N. Motion carried 5-0.

Chief Peters stated that fuel expenses are at 50%.

b. Discussion – EMS Medical Billing/Stark Medical Billing

Chief Peters noted that the State of Wisconsin has recently reviewed Medicare billing. The City will be receiving FAP money in the amount of \$3,500.00 plus extra money for number of calls. Additionally, a flex grant is available and the fire department will be writing a grant to replace the 2005 ambulance.

c. Discussion – Monthly Chief's Update and Fire Department Report Overview

Chief Peters reviewed the monthly report including personnel anniversaries, personnel accomplishments, department and community events and notable calls.

d. Discussion/Action – Approval of hiring Paid-on-Premise Firefighter/EMT Jacob Young, pending background and medical

Connors motioned to approve the hiring Paid-on-Premise Firefighter/EMT Jacob Young, pending background and medical. Fairbanks seconded. Roll call vote: Connors-N, Jegerski-Y, Condos-Y, Fairbanks-Y, Saul-N. Motion carried 5-0.

e. Discussion/Action – Approval of hiring Paid-on-Call Anastazia Kukla, pending background and medical

Saul motioned to approve the hiring of Paid-on-Call Anastazia Kukla, pending background and medical. Fairbanks seconded.

f. Discussion/Action – Approval of hiring Paid-on-Call Brandon Gorski, pending background and medical
Saul motioned to approve hiring Paid-on-Call Brandon Gorski, pending background and medical. Connors seconded. Roll call vote: Connors-N, Jegerski-Y, Condos-Y, Fairbanks-Y, Saul-N. Motion carried 5-0.

g. Discussion/Action – Thank you notes – No discussion/action

- Woods School
- Alex Pernice- FF Drohner and FF Christian Janssen, FF Pernice
- Troop 8293
- FF Carly & FF Christian

h. Discussion/Action – Accept Fire Department Donations in the amount of \$800.00

- Anthony and Barbara Broz (\$500.00)
- Harriet Schoenberg (\$300.00)

Connors motioned to accept Fire Department donations in the amount of \$800.00. Saul seconded. Roll call vote: Connors-N, Jegerski-Y, Condos-Y, Fairbanks-Y, Saul-N. Motion carried 5-0.

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

May expenditures, Chief's monthly report, thank you notes.

Condos asked to have special assessments and impact fees added to next month's agenda. He felt it was necessary for the commission to take an active roll in these items and to make recommendations to the Council. Connors felt that the Commission needed to wait until the facilities assessment was received and then discuss at that time.

12. Adjourn

Saul motioned to adjourn the meeting. Condos seconded. Motion carried 5-0. Meeting adjourned at 7:32 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