



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY, JANUARY 7, 2021 – 6:00 P.M.

CITY HALL, COUNCIL CHAMBERS

Commission Members: President Jim Connors, Vice President Ted Horne, Commissioners: Brian Pollard, 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 at 6:00 p.m. by Commissioner Connors.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Town of Geneva Fire Liaison Larry Kulik.
3. Roll Call
Commissioners Connors, Condos, Horne and Pollard were present. Commissioner Saul was excused. Also present were Police and Fire Liaison Yunker, Town of Geneva Fire Liaison Larry Kulik, Police Chief Rasmussen, Police Lieutenant Gritzner, Fire Chief Peters, Fire Captain Detkowski, Mayor Klein 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 December 10, 2020
Horne motioned to approve the regular meeting minutes of December 10, 2020. Pollard seconded. Motion carried 4-0.
8. Police Department Business
(Lt. Gritzner presented the Police Department business with Chief Rasmussen present)
 - a. Approval of bills for the month of December 2020, operating in the amount of \$321,092.73, Capital in the amount of \$74,934.90, Equipment purchases in the amount of \$10,138.52, for a total of \$406,166.15
Horne motioned to approve the bills for the month of November. Condos seconded. Roll call vote: Connors-Y, Condos-Y, Horne-Y, Pollard-Y. Motion carried 4-0.
 - b. Discussion/Action – Full time Telecommunicator Hiring Update
Lieutenant Gritzner stated that the deadline for the hiring process is January 8, 2021 and we have received four applications at this time. The deadline may be extended for a few weeks.
 - c. Discussion/Action – Accept letter of resignation from Part Time Telecommunicator Sarah Dominguez
Horne motioned to accept resignation of Part Time Telecommunicator Sarah Dominguez. Connors seconded. Motion carried 4-0.
Lt. Gritzner noted that Sarah started in September but has been unable to provide the shifts for her training due to her full time job.

d. Discussion/Action – Employee School reimbursement

Lieutenant Gritzner advised that the current collective bargaining agreement pays employees attending school up to 15 credits per year at the UW-Whitewater rate. Officer Tietz presented to the Commission comparisons between taking classes at Upper Iowa University and UW-Whitewater. While the credits at UW-Whitewater are cheaper per class than Upper Iowa, more classes are needed for graduation. Therefore, a degree from Upper Iowa University is more cost effective for the city than the UW-Whitewater degree. The Commission did not object to changing the cost margin listed in the union contract but felt it needed to be done when the contract was up for renewal, which is the end of 2021. No action was taken at this time.

e. Discussion – Body Camera Update

Lieutenant Gritzner was able to get a quote from Axon, who is the premier company for body cameras. The cost is initially \$44,000.00 with an additional \$20,000.00 per year for additional records personnel. The cost would be an additional \$19,000.00 per year after the first year, which includes licensing, software, cloud storage, etc. and at least \$20,000.00 per year for personnel. Lieutenant Gritzner will make a presentation at next month's meeting.

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

It has been a busy start to 2021 with several overdose calls and an OWI offense where the person sustained a life-threatening injury during the incident and was saved by officers.

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

h. Discussion – Monthly activity reports – No discussion

2020 Dispatch activity for December 2020:	Telephone calls – 2,262	911 calls - 188	Window assists – 463
2019 Dispatch activity for December 2019:	Telephone calls – 2,336	911 calls - 236	Window assists – 645

2020 Patrol activity for December 2020:	Calls for Service – 1,421	Arrests – 118
2019 Patrol activity for December 2019:	Calls for Service – 1,505	Arrests – 235

i. Discussion - Yearly Statistics

2020 Dispatch activity:	Telephone calls– 33,524	911 Calls– 3,184	Window assists– 7,277
2019 Dispatch activity:	Telephone calls 33,409	911 Calls– 3,065	Window assists– 9,692

2020 Patrol activity:	Calls for service- 19,651	Arrests- 2,167
2019 Patrol activity:	Calls for service- 19,877	Arrests- 1,884

Lt. Gritzner stated that arrests are up from last year and calls for service were about the same as last year even with COVID and without special events. Mental health calls were up.

j. Discussion –Thank You notes – No discussion/Action

- Habitat for Humanity – Chief Rasmussen, Lieutenant Gritzner, Detective Sergeant Nettesheim, Officer Hansen, (Detective Keller)
- Judy Pengra – Lake Geneva Police Department
- Visit Lake Geneva – Lieutenant Way

Detective Keller was not listed on the Thank You from Habitat for Humanity but he also helped with building the house.

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

Expenditures, Chief's top five monthly incidents, Monthly activity reports, Yearly activity reports and thank you notes.

9. Fire Department Business

a. Approval of bills for the month of December 2020, operating in the amount of \$85,064.10, Capital purchases in the amount of \$4,990.00, Equipment purchases in the amount of \$4,837.00, for a total of \$94,891.10

Horne motioned to approve the bills for the month of December 2020. Pollard seconded. Roll call vote: Connors-Y, Condos-Y, Horne-Y, Pollard-Y. Motion carried 4-0.

Chief Peters stated that a bill went out to Town of Geneva for \$25,000.00 and a bill to the State for COVID testing. The department is currently at 85% for budget expenses.

b. Discussion – EMS Medical Billing/Stark Medical Billing – No discussion/action

c. Discussion – EMS Call Summary – No discussion/action

d. Discussion/Action – Monthly Chief's Update and Fire Department Report Overview

Chief Peters presented the monthly report. The Department Services spotlight was for the Jaws of Life which was originally purchased in 1972. The department now has two Jaws of Life. Chief Peters highlighted anniversaries, which includes Deputy Chief Derrick celebrating 49 years of service. Also highlighted were two Santa visits and notable calls. Chief Peters stated that calls for service were down just slightly over the year despite no major events.

e. Discussion/Action – Engine Replacement RFP

Chief Peters noted that the RFP was sent out at the beginning of the year to four different vendors. The department has received one quote and they are still waiting for two more quotes. Chief Peters would like to have a special meeting once the RFP's are received from the other vendors to choose the vendor as soon as possible because the cost of the engine can go up monthly.

f. Discussion/Action – Approve hiring of Firefighter Joshua Hicks and Firefighter Tristan Geaslin

Horne motioned to approve the hiring of Joshua Hicks and Tristan Geaslin pending background. Pollard seconded. Motion carried 4-0.

g. Discussion – Thank You notes – No discussion

- Victorian Square Neighborhood

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

Expenditures, Monthly Chief's report, thank you note

Prior to closed session, Town of Geneva Liaison Kulik had some questions about the Town of Geneva contract and Chief Peters answered his questions.

10. Motion to go into closed session per Wisconsin State Statute 19.85(1)(e), Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session specifically: a) Town of Geneva contract and b) Shared Services Update

Connors motioned to go into closed session to include Fire Chief Peters, Fire Captain Detkowski, Police and Fire Liaison Yunker and Administrative Assistant Papenfus. Horne seconded. Roll call vote: Connors-Y, Condos-Y, Horne-Y, Pollard-Y. Motion carried 4-0 at 6:52 p.m.

11. Motion to return to open session per Wisconsin State Statute 19.85(2)

Connors motioned to return to open session. Horne seconded. Roll call vote: Connors-Y, Condos-Y, Horne-Y, Pollard-Y. Motion carried 4-0 at 7:04 p.m.

12. Discussion and action on closed session items if needed. – No discussion/action

13. Adjourn

Pollard motioned to adjourn the meeting. Condos seconded. Motion carried 4-0. Meeting adjourned at 7:05 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

cc: Commission Members, Mayor, Council, Administrator, Attorney

