



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY, MARCH 4, 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 by Commissioner Connors at 6:00 p.m.
 2. Pledge of Allegiance
The Pledge of Allegiance was led by Town of Geneva Fire Liaison Kulik
 3. Roll Call
Commissioners Connors, Pollard, Saul, Condos and Horne were present. Also present were Police Chief Rasmussen, Police Lieutenant Gritzner, Police Lieutenant Way, Fire Chief Peters, Fire Captain Derrick, Police and Fire Liaison Yunker, Town of Geneva Fire Liaison Kulik, 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. Connors asked if the resolution from the March 1, 2021 special meeting was approved at the FLR meeting. Police and Fire Liaison Yunker advised that it was approved.
 7. Approval of the Regular Meeting Minutes of February 4, 2021
Horne motioned to approve the regular meeting minutes of February 4, 2021. Condos seconded. Motion carried 5-0.
 8. Approval of the Special Meeting Minutes of March 1, 2021
Connors motioned to approve the special meeting minutes of March 1, 2021. Horne seconded. Motion carried 5-0.
- Lt. Gritzner presented the Police Department business with Chief Rasmussen present
9. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of December 2020, operating in the amount of \$545.00 and Equipment purchases in the amount of \$1,037.10, for a total of \$1,582.10
Horne motioned to approve the bills for the month of December 2020. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.
 - b. Discussion/Action - Approval of bills for the month of February 2021, operating in the amount of \$195,863.27 and Equipment purchases in the amount of \$77,457.00, for a total of \$273,320.27
Horne motioned to approve the bills for the month of February 2021. Condos seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

c. Discussion/Action - Approval of Resolution 21-R15 - Approving the assigned fund balances for the Police Department accounts as of 12/31/20

Horne motioned to approve Resolution 21-R15, approving the assigned fund balances for the Police Department accounts as of 12/31/20. Saul seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

d. Discussion/Action – Disposal of Mobile Command 212-80

Connors motioned to recommend the disposal of mobile command vehicle 212-80 by selling it on Wisconsin Surplus with the proceeds to go to the Police Equipment Replacement Fund. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

Lieutenant Gritzner requested to dispose of the Mobile Command Unit. The vehicle is 41 years old and has a brake issue.

e. Discussion/Action – Confirmation of full time Telecommunicator eligibility list

Connors motioned to confirm the full time Telecommunicator eligibility list. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

Lieutenant Gritzner advised that a final decision for Telecommunicator hiring should be made by next month.

f. Discussion – Police Department museum display

Lieutenant Gritzner advised that the Police Department is currently working with the museum to make a display. The police department is currently collecting items from as far back as possible and will be displaying them at the museum along with a uniformed mannequin.

g. Discussion – 2020 annual report

A copy of the 2020 annual report was handed out to the Commission members for review. It will be discussed at next month's meeting.

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

Lieutenant Gritzner reported that squad 203-20 that was struck on the freeway had \$18,000 worth of damage but it will be repaired and should be returning to the fleet in a few weeks.

i. Discussion – Chief's Top Monthly Incidents

Lieutenant Gritzner noted that a countywide Peer Support Group has been established and three employees from the department will be trained. Additionally, the state is establishing a Peer Support Group and the same three employees have applied for the group.

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

2021 Dispatch activity for February 2021: Telephone calls – 2,170	911 calls - 212	Window assists – 514
2020 Dispatch activity for February 2020: Telephone calls – 1,699	911 calls - 134	Window assists – 477

2021 Patrol activity for February 2021:	Calls for Service – 1,220	Arrests – 116
2020 Patrol activity for February 2020:	Calls for Service – 1,375	Arrests – 148

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

December 2020 and February 2021 expenditure reports, Resolution 21-R15, Mobile command unit, Top five monthly incidents and monthly activity reports.

10. Fire Department Business

a. Discussion/Action - Approval of bills for the month of December 2020, operating in the amount of \$21.78

Horne motioned to approve the bill for the month of December 2020. Saul seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

b. Discussion/Action - Approval of bills for the month of February 2021, operating in the amount of \$43,858.76, Capital purchases in the amount of \$0, Equipment purchases in the amount of \$0, for a total of \$43,858.76

Horne motioned to approve the bills for the month of February 2021. Condos seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

c. Discussion/Action - Approval of Resolution 21-R16 - Approving the assigned fund balances for the Fire Department accounts as of 12/31/20

Horne motioned to approve Resolution 21-R16- Approving the assigned fund balances for the Fire Department accounts as of 12/31/20. Saul seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

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

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

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

Chief Peters reviewed the monthly report. The monthly report spotlighted the Dive Team. The dive team recently upgrade its equipment and became the first municipal dive team in the state to utilize a surface supplied air system and full diver encapsulation. The Dive Team is working on getting their Dive Rescue International Rescue Dive Certification. In 2016, Walworth County established the Division 103 Water Rescue and Recovery Team. Chief Peters highlighted community events and notable calls. He thanked his department for all the work they do every day.

g. Discussion/Action – EMS Medical Billing Associates Update

Captain Detkowski advised that the EMS medical billing company has been sold, fortunately for the department the contract had not been signed. Currently billing is still being done and Captain Detkowski is working on a new contract. He is hoping to have more information at next month's meeting regarding a new EMS billing contract.

h. Discussion/Action – Purchase and installation of security cameras at fire stations 1 & 2

Horne motioned to approve the purchase and installation of security cameras at fire stations 1 & 2. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0.

Captain Detkowski recommended that the installation of the security cameras at fire stations 1 & 2 be awarded to Southern Lakes Alarm. The project was approved for the 2021 Capital Improvement budget and will not exceed the budgeted amount of \$10,000.00.

i. Discussion/Action – Approval of hiring Firefighter Larry Kulik (pending background)

Horne motioned to approve the hiring of Firefighter Larry Kulik pending background. Connors seconded. Motioned carried 5-0.

Chief Peters recommended hiring of Firefighter Larry Kulik pending background investigation.

j. Discussion/Action – Accept resignation of FF/ENG Derek McKaig

Connors motioned to accept resignation of FF/ENG Derek McKaig, with regrets. Horne seconded. Motion carried 5-0.

Chief Peters advised that FF/ENG McKaig will be missed. Connors thanked FF/ENG McKaig for his service.

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

- Avant Cycle-Chili for Charity
- M. Buetell (FF/PM Ferger/FF/EMT Martinez, and FF/AEMT Cox)
- J. Somerville (FF/PM Harlaub, FF/Pm Epstein, and FF/AEMT Cox)
- Vets Roll

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

December 2021 expenditures, January 2021 expenditures, resolution 21-R16, EMS call summary report, Chief's monthly report and thank you notes.

11. 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: Town of Linn Shared Services Update
Connors motioned to go into closed session to include Fire Chief Peters, Fire Captain Detkowski, Police and Fire Liaison Yunker, Mayor Klein, Alderman Fesenmaier and Administrative Assistant Papenfus. Horne seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0 at 6:42 p.m.

12. 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, Pollard-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 5-0 at :65 p.m.

13. Discussion and action on closed session items if needed. - No discussion/action needed.

14. Adjourn

Pollard motioned to adjourn the meeting. Saul seconded. Motion carried 5-0. Meeting adjourned at 6:55 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

