



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY, APRIL 8, 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 Police and Fire Liaison Yunker
3. Roll Call
Commissioners Connors, Saul and Horne were present. Commissioner Pollard was excused. Commissioner Condos arrived at 6:02 p.m. Also present were Police Chief Rasmussen, Police Lieutenant Gritzner, Fire Chief Peters, 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.
7. Approval of the Regular Meeting Minutes of March 4, 2021
Horne motioned to approve the regular meeting minutes of March 4, 2021. Saul seconded. Motion carried 4-0.

Lieutenant Gritzner presented the Police Department business with Chief Rasmussen present.
8. Police Department Business
 - a. Discussion/Action - Approval of Capital purchase in the amount of \$29,814.50
Horne motioned to approve the Capital purchase in the amount of \$29,814.50. Condos seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 4-0.
Lieutenant Gritzner stated this was the final capital payment for the new storage building at the street department.
 - b. Discussion/Action - Approval of bills for the month March 2021, operating in the amount of \$283,630.84, Capital in the amount of \$609.43 and Equipment purchases in the amount of \$1,807.54, for a total of \$286,047.81
Horne motioned to approve the bills for the month of March 2021. Saul seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 4-0.
 - c. Discussion/Action – Confirmation of hiring of full time Telecommunicator Elizabeth du Chemin
Connors motioned to confirm the hiring of full time Telecommunicator Elizabeth du Chemin. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 4-0.
Lieutenant Gritzner stated that Elizabeth du Chemin started with the department on Wednesday, April 7, 2021. She has a Correctional Officer and Special Education background.

d. Discussion/Action – Accept letter of resignation of part time Telecommunicator Amanda Moeller
Horne motioned to accept letter of resignation of part time Telecommunicator Amanda Moeller with regret. Saul seconded. Motion carried 4-0.

e. Discussion – Annual Police Department Awards Ceremony is scheduled for May 13, 2021
Lieutenant Gritzner stated that the Police Department annual awards ceremony is scheduled for May 13, 2021 at 6:00 p.m. The ceremony will include swearing in eight new employees, presenting employee awards, and recognizing Commissioner Pollard for his years of service to the Commission and the City of Lake Geneva.

f. Discussion/Action –Traffic Grant

Saul motioned to allow lieutenants to participate in the traffic grants provided the sworn officers or sergeants did not want to take the positions. Horne seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 4-0.

Chief Rasmussen requested that the Lieutenants be allowed to fill the traffic grant openings. He advised that sometimes the positions are not filled because the officers or Sergeants do not want to fill the time slots. The traffic grants are managed by Walworth County and are either seatbelt grants or OWI grants. The Lieutenants are salaried positions but the traffic grants are paid hourly at an overtime rate but are reimbursed 100% for wages and benefits. Commissioner Connors asked if there was an order for staffing to fill the grant positions. Chief Rasmussen noted that the lieutenants would be allowed to fill the positions only if union members and sergeants did not fill the time slots first.

g. Discussion/Action – Approval of 2020 annual report

Connors motioned to approve the 2020 annual report. Saul seconded. Motion carried 4-0.

Lieutenant Gritzner reviewed the annual report which included the department working through COVID and local and civil unrest regarding police use of force. The Department maintained a high quality of service throughout COVID due to a change in sanitizing efforts throughout the department and changing face-to-face business during calls of service. There was only a difference of about 100 calls of service throughout the year, which was handled very well even with short staff and restrictions. Commissioner Saul noted both the Police Department and Fire Department deserve a lot of credit for a marvelous job they did throughout the year. Commissioner Connors stated that the annual report looked excellent. Lieutenant Gritzner stated that Data Specialist Reynolds did a great job putting the report together.

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

Lieutenant Gritzner stated that next month the Civilian Handbook will be updated. The new squads are almost done and we should be receiving the third squad by May. Commissioner Condos discussed a new law by the legislature to allow bars and restaurants to allow carry out food and alcohol, as long as it has a tamper-proof seal. He would like to address this at next month's meeting. Chief Rasmussen stated that neither the Police Association or the Attorney General sent out any information about this law change and no one heard about the law until it was already passed. Commissioner Connors advised that the commission will get more information and discuss how to handle the law change for the city. Condos also noted the increased number of reckless driving incidents involving police department. Lieutenant Gritzner advised that the department is aware of the increase and stated that the two new squads have armored doors and he thanked the Commission for approving them for the budget.

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

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

2021 Dispatch activity for March 2021: Telephone calls – 2,365	911 calls - 244	Window assists – 554
2020 Dispatch activity for March 2020: Telephone calls – 2,204	911 calls - 230	Window assists – 849

2021 Patrol activity for March 2021:	Calls for Service – 1,483	Arrests – 132
2020 Patrol activity for March 2020:	Calls for Service – 1,354	Arrests – 74

k. Discussion –Thank You notes – No discussion/action

- Christmas for the Kids – Community Outreach Program
- Matt Phillips – Officer Bouland

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

Capital December expenditures, March expenditures, annual report, top five monthly incidents and monthly reports.

Town of Geneva Fire Liaison Kulik asked to speak before the Fire Department business. He stated that last month Chief Peters handed out a report card regarding treating patients within 60 minutes. He talked about a real life situation for him and that the fire department responded quickly and he was treated within an hour that saved his life.

9. Fire Department Business

a. Discussion/Action - Approval of Equipment purchase of \$3,130.00

Horne motioned to approve equipment purchase of \$3,130.00. Saul seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 4-0.

The invoice is for the 2020 Engine 1-MDC replacement and will close out 2020.

b. Discussion/Action - Approval of bills for the month of March 2021, operating in the amount of \$95,096.65, Fire Impact Fees in the amount of \$0, Capital purchases in the amount of \$0, Equipment purchases in the amount of \$0, for a total of \$95,096.65

Horne motioned to approve the bills for the March 2021. Saul seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 4-0.

Chief Peters stated that Medicare has stopped ambulance payments due to congressional acts effecting payments. Revenue may be down in the coming months. The claims from Medicare are 40-50% so the budget may be changing.

c. Discussion – EMS Medical Billing/Stark Medical Billing- No discussion/action

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

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

Chief Peters discussed the monthly report. The department services spotlight includes Tactical EMS (TEMS). In 2009, the department entered into a partnership with the Lake Geneva Police Department to provide medical staff to support SWAT operations. Chief Peters reviewed the personnel anniversaries, community events and notable calls. The calls for the year are increasing and it is trending towards the highest year.

f. Discussion/Action – Andres/EMS Medical Billing Associates Contract Approval

Horne motioned to approve the EMS medical billing contract. Saul seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 4-0.

Chief Peters asked to accept the approve the contract from Andres medical billing contract. There is a commission decrease of 2.1% and there is an open-ended contract with no time limit. City Attorney Draper has approved the contract.

g. Discussion/Action –ISO Inspection

There will be a review on April 9, 2021 from ISO. The last review was five years ago. Some insurances use ISO evaluation for ratings and savings on the commercial side.

h. Discussion/Action – Approval of engineering contract to evaluate Fire Station 1 and feasibility of options for future needs and use

Chief Peters asked to continue this agenda item to next month because the contract did not come back as anticipated.

i. Discussion/Action – Thank You notes – No discussion/action

- Rizzo Family (crew-Lt. Goorskey, FF/Eng Herwald, FF/PM Koller and FF/PM Neumueller)
- Walworth County Sheriff's office
- Family of "Jane Doe"

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

December equipment expense, March expenditures, Chief's monthly report, EMS contract and thank you notes.

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: Town of Linn Shared Services Update Connors motioned to go into closed session to include Fire Chief Peters, Police and Fire Liaison Yunker, Mayor Klein, Alderman Fesenmaier and Administrative Assistant Papenfus. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Horne-Y. Motion carried 4-0 at 6:45 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, Saul-Y, Condos-Y, Horne-Y. Motion carried 4-0 at 6:58 p.m.

12. Discussion and action on closed session items if needed. ‘

Connors motioned to recommend the Emergency Services agreement between the Town of Linn and City of Lake Geneva to be approved at the city council. Horne seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y and Horne-Y. Motion carried 4-0.

Connors thanked Chief Peters and Attorney Draper for their efforts and time to get the agreement approved.

13. Adjourn

Connors motioned to adjourn the meeting. Saul seconded. Motion carried 4-0. Meeting adjourned at 6:59 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

