



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY AUGUST 5, 2021 – 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 Connors at 6:01 p.m.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Lieutenant Way
3. Roll Call
Commissioners Connors, Condos, Fairbanks and Saul were present. Commissioner Horne was excused. 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, Fire Captain Detkowski, 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 stated that 140 tickets have been sold for the "A String of Pearls" Gala and approximately \$47,000.00 has been raised to benefit the Lake Geneva Fire and Police First Responders Fund.
7. Approval of the Regular Meeting Minutes of July 8, 2021
Connors motioned to approve the regular meeting minutes of July 8, 2021. Fairbanks seconded. Motion carried 4-0.
8. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of July 2021, operating in the amount of \$311,622.03, Capital in the amount of (\$15,305.43) and Equipment purchases in the amount of \$20,078.00, for a total of \$316,394.60
Connors motioned to approve the bills for the month of July 2021. Saul seconded. Roll call vote: Connors-Y, Condos-Y, Fairbanks-Y, Saul-Y. Motion carried 4—0.
Chief Rasmussen noted that the negative balance in the Capital Budget was a bookkeeping correction. The overall budget is still 3% under budget.
 - b. Discussion – 2022 budget
The proposed 2022 budget was handed out. Chief Rasmussen reminded the Commission that the Budget Workshop is scheduled for August 22, 2021 at 5:00 p.m. Lt. Gritzner presented the draft budget. The budget includes a proposed wage increase of 4% because the cost of living increase for 2022 is 4.7%. Lt. Gritzner stated that the budget included body worn camera information and a full time staffing model including one full time officer. The budget will be discussed in further detail at the workshop.

c. Discussion/Action – Confirmation of part time Community Service Officer eligibility list
Condos motioned to approve the confirmation of the part time Community Service Officer eligibility list. Saul seconded. Roll call vote: Connors-Y, Condos-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0.
Chief Rasmussen would like the Commission to approve the eligibility list and keep it open until exhausted. He stated that he would like to hire the top three applicants after background checks are completed.

d. Discussion – Chief's Report (briefing only – no action will be taken)
Chief Rasmussen thanked the Police and Fire Commission and the Fire Department for the flowers in memory of his mom. Chief Rasmussen stated that the next two weeks will be very busy due to Art in the Park and Venetian Fest. Currently the department is 1000 calls over last year. The last full time officer should complete field training in the next four weeks and the department should be fully staffed at that time.

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

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

2021 Dispatch activity for July 2021: Telephone calls – 3,469	911 calls - 445	Window assists – 846
2020 Dispatch activity for July 2020: Telephone calls – 4,144	911 calls - 457	Window assists – 913

2021 Patrol activity for July 2021:	Calls for Service – 2,753	Arrests – 255
2020 Patrol activity for July 2020:	Calls for Service – 2,365	Arrests – 263

g. Discussion/Action – Items to be forwarded to City Council
Expenditures, Chief's top five report and monthly reports.

9. Fire Department Business

a. Discussion/Action - Approval of bills for the month of July 2021, operating in the amount of \$87,147.79, Capital purchases in the amount of \$18,396.59, for a total of \$105,544.38
Connors motioned to approve the bills for the month of July 2021. Saul seconded. Roll call vote: Connors-Y, Condos-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0.

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 reviewed the monthly report including personnel introductions, anniversaries, community events and notable calls. Calls are up approximately 17% from last year.

e. Discussion/Action – Approved by the Common Council (revised fee schedule – ambulance fees)
Chief Peters stated that the Council approved the revised fee schedule for ambulance fees and it is in effect.

f. Discussion/Action – Update on Complete Sale/Disposal of obsolete asset, 1995 Combee airboat
The airboat was sold to a company in La Crosse for \$18,000.00, approximately \$3,000.00 more than expected. Chief Peters thanked Captain Detkowski for his hard work on handling the sale of the airboat. The money was placed into the Equipment Replacement Fund.

g. Discussion/Action – Cares Act Grant
Chief Peters thanked Captain Detkowski and Comptroller Hall for helping prepare paperwork so that the department was able to receive \$13,000.00 in Federal grant money for Covid expenses.

h. Discussion/Action – Thank You notes - No discussion/action

- Lake Geneva Schools (Summer Enrichment Program)
- Semper Running Event

i. Discussion/Action- Approval of hiring, pending background & medical

- Firefighter/EMT Matthew Annis
- Firefighter/EMT Christian Jannsen

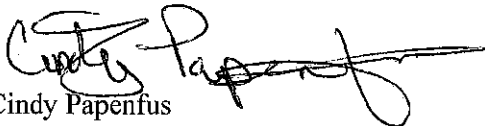
Connors motioned to approve hiring Firefighter/EMT Matthew Annis and Firefighter/EMT Christian Jannsen pending background and medical approval. Fairbanks seconded. Motion carried 4-0.

j. Items to be forwarded to City Council

Expenditures, EMS call summary, Chief's monthly report 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: a) Town of Geneva contract. Connors motioned to go into closed session to include Chief Peters, Police and Fire Liaison Yunker and Administrative Assistant Papenfus. Saul seconded. Roll call vote: Connors-Y, Condos-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0 at 6:28 p.m.
11. Motion to return to open session per Wisconsin Statute 19.85(2)
Connors motioned to return to open session. Saul seconded. Roll call vote: Connors-Y, Condos-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0 at 7:10 p.m.
12. Discussion and action on closed session items, if needed. – No discussion/action
13. Adjourn
Connors motioned to adjourn the meeting. Saul seconded. Motion carried 4-0. Meeting adjourned at 7:11 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