



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY OCTOBER 7, 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
Commissioner Connors called the meeting to order at 6:00 p.m.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Town of Geneva Fire Liaison Larry Kulik
3. Roll Call
Commissioners Connors, Fairbanks, Condos and Horne were present. Commissioner Saul was excused. Police and Fire Commissioner Yunker was not present. Also present were Police Chief Rasmussen, Police Lieutenant Way, Fire Chief Peters, Fire Captain Detkowski, Town of Geneva Fire Liaison Kulik 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 spoke in regards to stop and go lights on Center Street and Interchange North and Townline and Edwards and asked for the Commissions efforts in getting the lights installed.
5. Acknowledge Correspondence – There was none.
6. City Council Report
Alderman Yunker was not present so there was nothing to report.
7. Approval of the Regular Meeting Minutes of September 9, 2021
Horne motioned to approve the regular meeting minutes of September 9, 2021. Fairbanks seconded. Motion carried 4-0.
8. Discussion/Action – Establish joint Police/Fire Department donation fund (Gala proceeds)
Horne motioned to approve establishing a joint fund for the Police and Fire Department donations generated by the Gala and any spending would need to be approved prior by the Police and Fire Commission. Connors seconded. Roll call vote: Connors-Y, Fairbanks-Y, Condos-Y, Horne-Y. Motion carried 4-0.
Connors stated that the City was looking to establish a dedicated line item to put the monies in to turn over to the Police and Fire departments. Chief Rasmussen asked for approval to establish a line item for the funds from the Gala that the Mayor held for the Police and Fire Departments.
9. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of September 2021, operating in the amount of \$300,458.50, Equipment Replacement purchases in the amount of \$704.90, for a total of \$301,163.40
Horne motioned to approve the bills for the month of September 2021. Condos seconded. Roll call vote: Connors-Y, Fairbanks-Y, Condos-Y, Horne-Y. Motion carried 4-0.

b. Discussion/Action – Approve donation from Immanuel Lutheran Church for the Chaplain Program
Connors motioned to approve the donation from Immanuel Lutheran Church for the Chaplain Program in the amount of \$3,466.00. Horne seconded. Roll call vote: Connors-Y, Fairbanks-Y, Condos-Y, Horne-Y. Motion carried 4-0.

Pastor Sara VanDeBerg and Youth Minister Sara Beauregard and several children from the Immanuel Lutheran Church presented a donation to the Police Department Chaplain Program. The children raised funds for the Lake Geneva Police Department Chaplain Program during their summer Bible camp program.

c. Discussion/Action – 2022 budget

Chief Rasmussen stated that FLR will meet on October 13, 2021 to review the budget.

d. Discussion/Action – Confirmation of Full Time Telecommunicator eligibility list

Horne motioned to confirm the Full Time Telecommunicator eligibility list. Condos seconded. Roll call vote: Connors-Y, Fairbanks-Y, Condos-Y, Horne-Y. Motion carried 4-0.

Chief Rasmussen stated the eligibility list was listed in order as the individuals scored and asked that the Commission approve the list for six months.

e. Discussion/Action – Confirmation of hiring full time Telecommunicator pending background and medical examination.

Horne motioned to confirm hiring of Brezzy Pilman pending background and medical for the full time Telecommunicator position. Condos seconded. Roll call vote: Connors-Y, Fairbanks-Y, Condos-Y, Horne-Y. Motion carried 4-0.

Chief Rasmussen asked for confirmation of hiring Full Time Telecommunicator Brezzy Pilman pending medical and background exam. He indicated that the full time Telecommunicator position was a position from this year and the last person recently resigned.

f. Discussion – Mobile Command Unit update – Tailgate Party Badger High School

Chief Rasmussen stated the Mobile Command Unit is here and available for a tour. He stated that the tailgate party at Badger High School is all set up for Homecoming weekend with many volunteers including Student Council, DECA, and department volunteers as the major contributors but many others will be assisting.

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

Chief Rasmussen noted that accident at Townline and 120 recently resulting in a fatality. Oktoberfest is set this weekend and Trick or Treat will be October 31, 2021 from 12:00 to 4:00 p.m. There was discussion regarding putting flashing lights or signs near the crosswalk at Townline and Edwards Boulevard. Chief Rasmussen stated he would talk to Tom Earle from the Public Works Department regarding it.

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

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

2021 Dispatch activity for August 2021:	Telephone calls – 2,635	911 calls - 297	Window assists – 574
2020 Dispatch activity for August 2020:	Telephone calls – 3,823	911 calls - 410	Window assists – 804

2021 Patrol activity for August 2021:	Calls for Service – 1,937	Arrests – 161
2020 Patrol activity for August 2020:	Calls for Service – 2,026	Arrests – 159

j. Thank you notes – No discussion/action – No discussion/action

- Habitat for Humanity – Lt. Gritzner, Det. Sgt. Nettesheim, Det. Keller, Officer Hansen
- Kimberly Voller – Lt. Way, CSO Richard, CSO Coleman
- Mission Six Forever Ladies Group-Law Enforcement Officers

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

Expenditure reports, Chief's Top five monthly reports, September monthly reports and thank you notes.

10. Fire Department Business

a. Discussion/Action - Approval of bills for the month of September 2021, operating in the amount of \$103,448.30, Equipment Replacement purchases in the amount of \$7,149.05, for a total of \$110,597.35

Horne motioned to approve the bills for the month of September 2021. Connors seconded. Roll call vote: Connors-Y, Fairbanks-Y, Condos-Y, Horne-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 anniversaries, community events, and notable calls for service. The Department wore 9-11 shirts to memorialize the anniversary of 9-11.

e. Discussion/Action – 2022 Budget

Chief Peters stated that the budget has been referred to the FLR committee.

f. Discussion/Action – Approval of Policies

- Intern Program and Policy

Connors motioned to approve Policy 341 Firefighter establishing a Firefighter/EMT Intern Program and Policy. Fairbanks seconded. Roll call vote: Connors-Y, Fairbanks-Y, Condos-Y, Horne-Y. Motion carried 4-0.

Captain Detkowski presented the Firefighter/EMT Intern program and policy information. He stated that Gateway Technical College offered to have a Fire Service Intern for the department, which would offer on-the-job training for the students. Both the department and the school would approve the student prior to be accepted into the program and the department would be able to use State approved funds. Captain Detkowski advised that the program could be a person with Wisconsin Firefighter I or someone enrolled in the program. City Attorney Draper has reviewed the policy and the claims waiver. Captain Detkowski stated that once the policy was approved he would offer the program to other schools as well.

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

- Twin Lakes Fire Department
- Habitat for Humanity
- Peter
- Tracey and Adan
- Family of Kevin Mikes

h. Discussion – Annual Awards Ceremony Thursday, October 14, 2021 6 p.m. Lake Geneva Police Department Training Room – No discussion/action

Chief Peters invited the Commissioners to the Fire Department Awards Ceremony on October 14, 2021.

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

Expenditures, EMS call summary, Chief's monthly report and thank you notes.

Chief Peters thanked the committee who worked on the Mobile Command Unit, especially Lieutenant Gritzner and said they did a great job.

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: Fire Department Town of Geneva Emergency Services Agreement

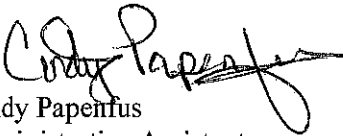
Connors motioned to go into closed session to include Chief Peters, Chief Rasmussen, Lieutenant Way, Alderman Fesenmeier, and Administrative Assistant Papenfus. Fairbanks seconded. Roll call vote: Connors-Y, Condos-Y, Horne-Y, Fairbanks-Y. Motion carried 4-0 at 6:43 p.m.

12. Motion to return to open session pursuant to Wisconsin State Statute 19.85(2) and take action on any items discussed in closed session.
Connors motioned to return to open session. Horne seconded. Roll call vote: Connors-Y, Condos-Y, Horne-Y, Fairbanks-Y. Motion carried 4-0 at 7:02 p.m.

No action to be taken from closed session.

13. Adjourn
Connors motioned to adjourn the meeting. Fairbanks seconded. Motion carried 4-0 at 7:03 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