



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

**POLICE AND FIRE COMMISSION MEETING MINUTES
THURSDAY NOVEMBER 4, 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 Police Chief Rasmussen
3. Roll Call
Commissioners Connors, Saul, Condos and Fairbanks 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 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
Administrative Assistant Papenfus advised that correspondence was received from Alderman Fesenmaier on November 4, 2021 and was handed out to the Commissioners and Alderman Yunker prior to the meeting.
6. City Council Report
Alderman Yunker reported that the budget was set. The body cameras were taken out of the 2022 budget.
7. Approval of the Regular Meeting Minutes of October 7, 2021
Connors motioned to approve the regular meeting minutes of October 7, 2021. Fairbanks seconded. Saul abstained. Motion carried 3-0-1.
8. Discussion/Action - Police Department and Fire Department 2022 budget
Chief Rasmussen stated that the budget was passed and it came down to purchasing body cameras and adding one support staff person or hiring two new officers for 2022 budget. Chief Rasmussen preferred hiring two new officers over hiring a support staff person because he felt it was more important having extra officers. Chief Peters stated that the only change to his budget was that the Town of Linn committed to hiring one full time firefighter and one part-time firefighter rather than two full time firefighters. Saul was glad that the positions were supported by the City Council.
9. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of October 2021, operating in the amount of \$300,320.90, Capital purchases in the amount of \$237,308.09, Equipment Replacement purchases in the amount of \$37,941.00, for a total of \$575,569.99
Connors motioned to approve the bills for the month of October 2021. Saul seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motioned carried 4-0.
Chief Rasmussen stated that the operational budget is 3% under budget overall.

b. Discussion/Action –Approval of posting two (2) full time Police Officer positions per 2022 budget, pending City Council Final Budget approval

Saul motioned to approve posting of two full-time officer positions to establish an eligibility list for the 2022 budget. Connors seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motioned carried 4-0.

c. Discussion/Action – Approve donation from Brick & Mortar Home, LLC in the amount of \$1,000.00

Connors motioned to accept the \$1,000.00 donation from Brick & Mortar Home, LLC. Saul seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motioned carried 4-0.

The Commission discussed whether this donation was delegated for anything specific and what donations are generally used for. Chief Rasmussen advised that he would like to use this money to establish a memorial for Officer Al Exner, the Lake Geneva officer killed in the line of duty.

d. Discussion/Action – Approve donations for Shop with a Cop for a total of \$920.00

- The Barking-Lot in the amount of \$200.00
- Tuscan Tavern and Grill in the amount of \$200.00
- Su-Wings Chinese Restaurant in the amount of \$100.00
- Derrick Funeral Home in the amount of \$200.00
- Immanuel Lutheran Church in the amount of \$200.00
- Lynn Clemmon, Lake Geneva Middle School, in the amount of \$20.00

Connors motioned to accept the donations as listed above in the amount of \$920.00 for the Shop with a Cop program. Fairbanks seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motioned carried 4-0.

Chief Rasmussen stated the money donated is specifically for the Shop with a Cop program. The program gives kids the opportunity to shop with officers for gifts for their families and themselves.

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

Chief reported that the staff is full strength except for one officer who is out for medical reasons and one is out for COVID. Contract negotiations are starting.

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

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

2021 Dispatch activity for October 2021:	Telephone calls – 2,384	911 calls - 232	Window assists – 575
2020 Dispatch activity for October 2020:	Telephone calls – 2,589	911 calls - 253	Window assists – 622

2021 Patrol activity for October 2021:	Calls for Service – 1,809	Arrests – 148
2020 Patrol activity for October 2020:	Calls for Service – 1,454	Arrests – 126

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

- Rev. Thomas Mulcrone, International Assoc. of Firefighters – Officer Wisniewski
(A donation was also made to the Deputy Wayne Blanchard fund)
- Jaycees-Venetian Fest

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

Expenditures, Chief's top five monthly reports and thank you notes.

10. Fire Department Business

a. Discussion/Action - Approval of bills for the month of October 2021, operating in the amount of \$101,936.03, Capital purchases in the amount of 239,554.07, Equipment Replacement purchases in the amount of 4,281.33, for a total of \$346,771.43

Connors motioned to approve the bills for the month of October 2021. Saul seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motioned carried 4-0.

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

EMS medical bill report was not prepared yet for this month.

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

Chief Peters asked the Commission if the report was helpful. It was agreed that the PFC no longer needed to have this report as a much of the information is included in the monthly report.

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

Chief Peters reviewed the monthly report. He reviewed the anniversaries, personnel introductions, department and community events and calls for service. The Town of Geneva contract is in negotiations. A meeting may have to be set prior to next month's meeting to approve the agreement.

e. Discussion/Action – Approval of promotion of three (3) part time to full time Firefighter/Paramedic positions per 2022 budget, pending City Council Final Budget approval

Connors motioned to post the three (3) full time positions and establish an eligibility list. Saul seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motioned carried 4-0.

Chief Peters asked for approval to post and establish an eligibility list for promoting three firefighters to full time positions. Saul asked what type of benefits the employee would get once the part time positions move to full time positions. Chief Peters advised that the employees will be eligible for benefits depending on hours worked.

f. Discussion/Action – Approval of disposal of obsolete assets per policy

- office furniture
- expired turn out gear
- miscellaneous hoses and appliances

Connors motioned to approve disposal of obsolete assets as listed above. Fairbanks seconded. Roll call vote: Connors-Y, Saul-Y, Condos-Y, Fairbanks-Y. Motioned carried 4-0.

Chief Peters stated the obsolete items will be donated to organizations that need them. The office furniture will be given to the Public Works department.

g. Discussion/Action – Acceptance of resignation of Firefighter/Paramedic Michael Koller

Connors motioned to accept the resignation of Firefighter/Paramedic Michael Koller. Saul seconded. Motion carried 4-0.

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

- Woody and Lynn Holmes
- Jaycees – Venetian Fest
- Deb Cappello

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

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

11. Adjourn

Saul motioned to adjourn the meeting. Connors seconded. Motion carried 4-0 at 6:37 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