



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY DECEMBER 9, 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 6:00 p.m.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Commissioner Fairbanks
3. Roll Call
Commissioners Connors, Horne, Fairbanks and Saul were present. Commissioner Condos 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 - None
6. City Council Report
Police and Fire Liaison Yunker had nothing to report.
7. Approval of the Regular Meeting Minutes of November 4, 2021
Horne motioned to approve the regular meeting minutes of November 4, 2021. Fairbanks seconded. Motion carried 4-0.
8. Discussion/Action – Chief of Police and Fire Chief Appraisals
Chief Rasmussen stated that annual appraisals will not be done for city employees this year because a new wage study is being performed. However, Chief Rasmussen's contract requires an annual appraisal. Chief Peters also agreed to have an annual appraisal completed. Administrative Assistant Papenfus will email the appraisals and compile the results for next month's meeting.
9. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of November 2021, operating in the amount of \$299,449.39, Capital purchases in the amount of \$212.69, Equipment Replacement purchases in the amount of \$0.00, for a total of \$299,662.08
Horne motioned to approve the bills for the month of November 2021. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0.
Chief Rasmussen advised that the 2021 budget is currently 3% under budget. Some funds from the training account may be carried forward to 2022 as it has been difficult to get ammunition.
 - b. Discussion/Action – Approve donations for Shop with a Cop for a total of \$8,500.00
 - Lake Geneva Firefighter's Association in the amount of \$300.00
 - Popeye's Galley & Grog in the amount of \$200.00

- Harborside Pub and Grill in the amount of \$100.00
- JW Tax Associates in the amount of \$200.00
- Mike's Auto Repair of Lake Geneva in the amount of \$400.00
- Kunes Country Automotive in the amount of \$1,000.00
- Lake Geneva Police Association in the amount of \$300.00
- Stinebrink's Lake Geneva Foods in the amount of \$1,000.00
- Lake Geneva Area Realty, Inc. in the amount of \$5,000.00

Connors motioned to accept the donations for "Shop with a Cop" as listed for a total of \$8,500.00. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0.

Chief Rasmussen stated this was the second year for the "Shop with a Cop" program and there has been a great response from the community.

c. Discussion/Action – Approve donation from Lake Geneva Jaycees in the amount of \$1,115.59 to purchase Traffic Cones

Horne motioned to approve the donation from Lake Geneva Jaycees in the amount of \$1,115.59 to purchase traffic cones. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0.

The Lake Geneva Jaycees are purchasing the traffic cones for their events but donating them to the police department.

d. Discussion/Action – Hiring of Part Time Officer Donald Tyler

Saul motioned to approve hiring of Part Time Officer Donald Tyler pending physical and drug testing. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0.

Chief Rasmussen advised that Donald Tyler has worked for the Lake Geneva Police Department in the past and switched careers but isn't getting enough work hours. He would like to work as a Part Time Officer again.

e. Discussion/Action – Approval of Lexipol Policies

- 300 - Use of Force
- 1008 - Anti-Retaliation

Horne motioned to approve the Lexipol policies as presented. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0.

Lieutenant Gritzner gave a review of the Lexipol policy modifications. All the revisions are statutory changes. There was a discussion regarding Use of Force within the department, how many times it was implemented and if the Police and Fire Commission should be notified of those events. Chief Rasmussen advised that any Use of Force is tracked by the police department and must be reported to DOJ.

f. Discussion – Center Street Traffic Agreement (briefing only – to be approved by City)

Chief Rasmussen stated that the multi-jurisdictional agreement has been approved for Center Street Traffic. Both the Town of Geneva and City of Lake Geneva will have jurisdiction in this area. Each department is able to patrol this area and will follow their own jurisdiction's policies and procedures.

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

Chief Rasmussen reported that the parade was handled very well with the Public Works Department, the Fire Department and the Police Department each doing a great job. Town of Delavan Police Department, Town of Linn Police Department and the Sheriff's Department also provided assistance. The department is also accepting applications for Full Time Police Officer.

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

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

2021 Dispatch activity for November 2021:	Telephone calls – 2,180	911 calls - 198	Window assists – 530
2020 Dispatch activity for November 2020:	Telephone calls – 2,292	911 calls - 228	Window assists – 431

2021 Patrol activity for November 2021:	Calls for Service - 1,564	Arrests – 101
2020 Patrol activity for November 2020:	Calls for Service - 1,352	Arrests – 105

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

- Butter Makers and Fat Bastards- Lt. Way, Officer Greetham and Officer Nelson
- Aurora Burlington/Walworth Community Outreach-Officer Hansen

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

Expenditure reports, “Shop with a Cop” donations, Jaycees donation, Chief’s Top Five Monthly incidents, Monthly reports and Thank you notes.

10. Fire Department Business

a. Discussion/Action - Approval of bills for the month of November 2021, operating in the amount of \$101,375.58, Capital purchases in the amount of \$212.68, Equipment Replacement purchases in the amount of \$0.00, for a total of \$101,588.26

Horne motioned approve the bills for the month of November 2021. Fairbanks seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0.

Chief Peters advised that the 2021 budget is in good shape. The department has had some difficulty getting products.

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

c. Discussion/Action – EMS Call Summary

Chief Peters advised that the EMS Call summary will not be included in the packet next month as it was agreed that the report was not needed.

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. He stated that the Fire Department participated in the Parade of Trees event at the Lake Geneva Museum and they were on Fox 6 news for their decorating. Call volume for the year is down slightly.

e. Discussion/Action – Acceptance of donations

- Brick & Mortar -\$500.00
- E. Street Denim - \$500.00

Horne motioned to accept the two donations as listed. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0.

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

- Jill’s House

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

Expenditure 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: (1) Town of Geneva Emergency Services Agreement, (2) Town of Linn Staffing Agreement

Connors motioned to go into closed session. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0 at 6:38 p.m.

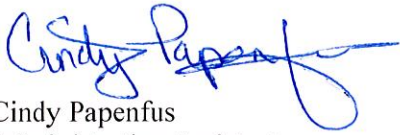
12. Motion to return to open session pursuant to Wisconsin State Statute 19.85(2) and take action on any items discussed in closed session.

Connors motioned to return to open session. Fairbanks seconded. Roll call vote: Connors-Y, Horne-Y, Fairbanks-Y, Saul-Y. Motion carried 4-0 at 6:52 p.m.

13. Adjourn

Connors motioned to adjourn the meeting. Saul seconded. Motion carried 4-0. Meeting adjourned at 6:52 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