



*City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- [www.cityoflakegeneva.com](http://www.cityoflakegeneva.com)*

**POLICE AND FIRE COMMISSION MEETING MINUTES  
THURSDAY JANUARY 5, 2023– 6:00 P.M.  
CITY HALL, COUNCIL CHAMBERS**

**Commission Members** Commissioners: Jim Connors, Spyro Condos, Chuck Saul, Jay Fairbanks, and Len Jegerski,  
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 Fairbanks at 6:00 p.m.
2. Pledge of Allegiance  
The Pledge of Allegiance was led by Commissioner Saul.
3. Roll Call  
Commissioners Fairbanks, Saul, Jegerski and Condos were present. Commissioner Connors was excused. Also present: Police and Fire Liaison Yunker, Town of Geneva Liaison Kulik, Police Chief Gritzner, Police Lieutenant Way, Fire Chief Peters and Administrative Specialist 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 December 8, 2022  
Saul motioned to approve the regular meeting minutes of December 8, 2022. Jegerski seconded. Motion carried 4-0.
8. Police Department Business
  - a. Discussion/Action - Approval of bills for the month of December 2022, operating in the amount of \$388,902.47, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$480.00, for a total of \$389,382.47  
Condos motioned to approve the bills for the month of December 2022. Saul seconded. Roll call: Fairbanks-Y, Saul-Y, Jegerski-Y, Condos-Y. Motion carried 4-0.
  - b. Discussion/Action – Confirm hiring of Part Time Officer James Bushey  
Condos motioned to confirm hiring of Part Time Officer James Bushey. Saul seconded. Roll call: Fairbanks-Y, Saul-Y, Jegerski-Y, Condos-Y. Motion carried 4-0.  
Chief Gritzner stated that James Bushey was the Town of Linn Chief of Police. He would like to keep his police certification and is willing to help assist the department with larger events.
  - c. Discussion/Action - Accept donation from Albert C. Exner, II, in the amount of \$200.00  
Saul motioned to accept the donation from Albert c. Exner, II in the amount of \$200.00. Fairbanks seconded. Roll call: Fairbanks-Y, Saul-Y, Jegerski-Y, Condos-Y. Motion carried 4-0.  
Chief Gritzner indicated that Mr. Exner donates to the police department every year in memory of his father.
  - d. Discussion/Action - Accept donation from Lake Geneva Middle School Staff in the amount of \$252.00 (cash) for Shop with a Cop

Fairbanks motioned to accept donation from Lake Geneva Middle School Staff in the amount of \$252.00 for Shop with a Cop. Saul seconded. Roll call: Fairbanks-Y, Saul-Y, Jegerski-Y, Condos-Y. Motion carried 4-0.

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

Chief Gritzner stated that the department is in the middle of the hiring process for Full Time Officers and Police Records Specialist positions and the Detective promotion process. Amanda, the Crisis Liaison, has submitted her resignation. The Department will assist Human Services with hiring her replacement. Body Worn Cameras are in and will hopefully be ready in mid-February. The annual department meeting is scheduled for January 11, 2023.

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

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

|                                           |                         |                 |                      |
|-------------------------------------------|-------------------------|-----------------|----------------------|
| 2022 Dispatch activity for December 2022: | Telephone calls - 2,374 | 911 calls - 233 | Window assists – 670 |
| 2021 Dispatch activity for December 2021: | Telephone calls – 2,266 | 911 calls - 243 | Window assists – 521 |

|                                         |                           |               |
|-----------------------------------------|---------------------------|---------------|
| 2022 Patrol activity for December 2022: | Calls for Service - 1,511 | Arrests - 170 |
| 2021 Patrol activity for December 2021: | Calls for Service - 1,564 | Arrests - 101 |

h. Discussion - Yearly Statistics

|                                          |        |            |       |                 |       |
|------------------------------------------|--------|------------|-------|-----------------|-------|
| 2022 Dispatch activity: Telephone calls– | 31,456 | 911 Calls– | 3,419 | Window assists– | 9,184 |
| 2021 Dispatch activity: Telephone calls  | 31,479 | 911 Calls– | 3,339 | Window assists– | 7,396 |

|                       |                    |        |          |       |
|-----------------------|--------------------|--------|----------|-------|
| 2022 Patrol activity: | Calls for service- | 21,246 | Arrests- | 2,281 |
| 2021 Patrol activity: | Calls for service- | 21,919 | Arrests- | 2,344 |

Chief Gritzner reported the department was down approximately 600 calls from last year, however, dispatch calls were up significantly higher.

i. Discussion – Thank you notes - No discussion/action

- Autumn Wolf, Intern – Lake Geneva Police Department

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

December expenditures, Part Time Officer James Bushey hiring, Top Five Monthly incidents, Monthly reports.

9. Fire Department business

a. Discussion/Action - Approval of bills for the month of December 2022, operating in the amount of \$352,432.61, Capital purchases in the amount of \$362,863.00, Equipment Replacement purchases in the amount of \$42,561.10, for a total of \$757,856.71

Saul motioned to approve the bills for the month of December 2022. Condos seconded. Roll call: Fairbanks-Y, Saul-Y, Jegerski-Y, Condos-Y. Motion carried 4-0.

Saul asked what the Capital and Equipment Replacement purchases were. Chief Peters stated the Equipment Replacement purchases included part of the ambulance and some of the equipment on the engine. The Capital purchase was for the Fire Truck, which came in under budget approximately \$5,000.00.

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

c. Discussion – Monthly Chief's Update and Fire Department Report Overview

Chief Peters reviewed the monthly report including anniversaries, personnel accomplishments, community events and notable calls for service. Significant anniversaries include Deputy Chief Derrick for 51 years of service. Chief Peters also stated that School Resource Officer Ward did a great job with a fire call that was at Badger High School regarding a HVAC motor. Calls for service were up some from last year.

d. Discussion – Engine 1 Replacement Update (arrived 12/20/2022)

Chief Peters indicated that the Engine is in storage. Radios and Equipment need to be added and hopefully the engine will be in service next month.

e. Discussion – 2023 Data collection for Centers for Medicare & Medicaid Services Ground Ambulance Survey  
Captain Detkowski briefed the Commission on the Medicare/Medicaid survey. The survey is to determine how much the department has been underpaid. The survey will determine new payments for Medicare transports.

f. Discussion/Action – Approval of purchase of Drager Confined Space SCBA equipment, in the amount of \$20,360.61, to be funded from 2022 Budget SCBA project Equipment Replacement funds.

Fairbanks motioned to approve the purchase of Drager Confined Space SCBA equipment in the amount of \$20,360.61 to be funded from the 2022 budget SCBA project Equipment Replacement funds. Saul seconded. Roll call: Fairbanks-Y, Saul-Y, Jegerski-Y, Condos-Y. Motion carried 4-0.

g. Discussion/Action – Confirmation of Full Time Firefighter/Paramedic eligibility list

Saul motioned to confirm full time Firefighter/Paramedic eligibility list. Fairbanks seconded. Roll call: Fairbanks-Y, Saul-Y, Jegerski-Y, Condos-Y. Motion carried 4-0.

Chief Peters requested that the eligibility list remain active until next year's full time hiring.

h. Discussion/Action – Appointment of three Full Time Firefighter/Paramedic eligibility list

Saul motioned to approve appointment of three full time Firefighter/Paramedics to include Firefighter/Paramedic Emily Bouland, Firefighter/Paramedic Ferger Olsen and Firefighter/Paramedic David Fonder. Jegerski seconded. Roll call: Fairbanks-Y, Saul-Y, Jegerski-Y, Condos-Y. Motion carried 4-0.

i. Discussion/Action - Accept Thank you and Donation from

- Roger Wolf & Southwind Prairie Staff \$200 Next Door Pub gift card
- Lakeland Trash Service in the amount of \$500.00

Fairbanks motioned to accept donations as listed. Saul seconded. Roll call: Fairbanks-Y, Saul-Y, Jegerski-Y, Condos-Y. Motion carried 4-0.

Condos stated that BID has donated \$5,000.00 each to the Police Department and the Fire Department.

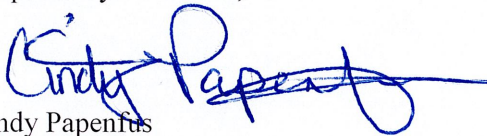
j. Discussion/Action - Items to be forwarded to City Council

December expenditures, Chief's monthly report, thank you notes.

## 10. Adjourn

Saul motioned to adjourn the meeting. Condos seconded. Motion carried 4-0 at 6:40 p.m.

Respectfully submitted,



Cindy Papenfus  
Administrative Assistant

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**