



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY MARCH 9, 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 Connors at 6:00 p.m.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Town of Geneva Liaison Kulik.
3. Roll Call
Commissioners Connors, Condos and Jegerski were present. Commissioners Saul and Fairbanks were excused. Also present: Police Chief Gritzner, Police Lieutenant Way, Police Lieutenant Keller, Fire Chief Peters, Fire Captain Detkowski, Police and Fire Liaison Yunker, Town of Geneva Liaison Kulik, Mayor Klein 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 advised an Emergency Snow Declaration would be read at the Council meeting on Monday.
7. Approval of the Regular Meeting Minutes of February 9, 2023
Connors motioned to approve the regular meeting minutes of February 9, 2023. Condos seconded. Motion carried 3-0.
8. Fire Department business
 - a. Discussion/Action - Approval of bills for the month of February 2023, operating in the amount of \$167,774.09, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$0, for a total of \$167,774.09
Connors motioned to approve the bills for the month of February 2023. Condos seconded. Roll call vote: Connors-Y, Condos-Y, Jegerski-Y. Motion carried 3-0.
 - 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 department and community events, notable calls and number of calls. The Department took many calls during the February ice storm. Chief Peters recognized Firefighter/Engineer Ken Larsen for obtaining his “Managing Fire Officer” certification.
 - d. Discussion – Facilities Study Update
Chief Peters met with the fire group regarding the facilities study. The group drove around the district, conducted interviews and collected data.

e. Discussion – Engine 2 replacement update

The Engine will be up and running within two weeks. There was a delay with installing some of the technical aspects of the engine.

f. Discussion– SCBA Replacement & Grant Update

The status is being trained this weekend on the SCBA apparatus and it should be ready to use by the end of April.

g. Discussion/Action – Thank You notes

- Town of Geneva Police Department

Chief Peters advised that the department was busy in Town of Geneva in February with approximately 50-60 calls.

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

February expenditures and Chief's monthly report.

9. Police Department Business

a. Discussion/Action - Approval of bills for the month of February 2023, operating in the amount of \$347,134.26, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$3,921.48, for a total of \$351,055.74

Condos motioned to approve the bills for the month of February 2023. Jegerski seconded. Roll call vote: Connors-Y, Condos-Y, Jegerski-Y. Motion carried 3-0.

b. Discussion - Completion of probation for Officer Suzanne Muedini

Chief Gritzner stated that Officer Muedini completed her requirements for FTO process is now on her own taking calls.

c. Chief's Report (briefing only – no action will be taken)

Chief Gritzner stated the body cameras were deployed the end of February. He thanked Lieutenant Keller, Sergeant Hall, Police Records Administrator Hinzpeter, Police Records Specialists Reynolds and Shiroda with taking a lead on the project and helping with the successful transition. Chief Gritzner indicated that the three new officers will start next week, the Police Records Specialist started last week and is being trained on the new cameras, and CSO interviews were conducted this week. Lieutenant Keller has been doing most of the work on the Facilities Study. In addition, Chief Gritzner advised that there is no delivery date on the new squad cars and because of that, the maintenance budget will likely be higher than budgeted.

d. Discussion - Top Five Monthly Incidents

Chief Gritzner advised that there were two inappropriate phone calls to Mayor Klein regarding the parking and both callers were issued citations.

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

2023 Dispatch activity for February 2023:	Telephone calls – 2,224	911 calls - 268	Window assists – 593
2022 Dispatch activity for February 2022:	Telephone calls – 2,215	911 calls - 214	Window assists – 508
2023 Patrol activity for February 2023:	Calls for Service – 1,594	Arrests - 181	
2022 Patrol activity for February 2022:	Calls for Service - 1,518	Arrests - 237	

f. Discussion – Thank you notes – No discussion/action

- Walworth County Sheriff's Office-Telecommunicators Windler, Pilman and Zmudzinski
- Barb and Joe Spiegelhoff – Officer Wisniewski

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

February expenditures, Top Five monthly incidents and monthly reports.

10. Motion to go into closed session under Wisconsin State Statute 19.85(1)(d) Considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention: Event Planning

Connors motioned to go into closed session to include Police Chief Gritzner, Police Lieutenant Way, Police Lieutenant Keller, Police Sergeant Derrick, Fire Chief Peters, Fire Captain Detkowski, Police and Fire Liaison Yunker, Town of Geneva Liaison Kulik, and Administrative Specialist Papenfus. Condos seconded. Roll call vote: Connors-Y, Condos-Y, Jegerski-Y. Motion carried 3-0 at 6:24 p.m.

11. Motion to return to open session per Wisconsin State Statute 19.85(2) and take action on any items discussed in closed session if needed.

Connors motioned to return to open session. Condos seconded. Roll call vote: Connors-Y, Condos-Y, Jegerski-Y. Motion carried 3-0 at 6:39 p.m.

Connors motioned that the PFC supports the event planning methods as discussed in closed session. Condos seconded. Roll call vote: Connors-Y, Condos-Y, Jegerski-Y. Motion carried 3-0.

12. Adjourn

Connors motioned to adjourn the meeting. Condos seconded. Meeting adjourned at 6:40 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Cindy Papenfus", with a long horizontal flourish extending to the right.

Cindy Papenfus
Administrative Specialist

c: Police Chief/Fire Chief
Commissioners-file/Commission Liaison
City Administrator/City Clerk
City Comptroller
Council Members - Mayor