



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY MAY 4, 2023– 6:00 P.M.

CITY HALL, COUNCIL CHAMBERS

Commission Members Commissioners: Spyro Condos, Chuck Saul, Jay Fairbanks, and Len Jegerski,
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 Fairbanks.
3. Roll Call
Commissioners Fairbanks, Condos, Saul and Jegerski were present. Also present: Police Chief Gritzner, Police Lieutenant Way, Police Lieutenant Keller, Fire Chief Peters, Fire Captain Detkowski, Town of Geneva Fire 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
Commissioner Condos raised an objection stating that the proper format was not followed by the Police and Fire Commission (PFC). He stated that the Mayor was violating Wisconsin State Statutes because a new Police and Fire Commissioner was not appointed the first week of May. Condos stated that the Commission can still operate with four members and that election of officers must be made at the May meeting because Commissioner Fairbank's term as an officer expired and he didn't see how a meeting could be held. Mayor Klein stated that she spoke with Attorney Draper and he advised that it was ok to continue the election of officers to a later meeting after a new Commission appointment was approved. Fairbanks stated he also talked to Attorney Draper, who also advised him that the election could be postponed. Mary Jo Fesenmeier stated the Police and Fire Commission needs to follow the ordinances and uphold the law and not break it. Saul felt it was important to continue the meeting and discuss the important matters on the agenda. Saul felt comfortable moving forward with the meeting as two people consulted with the city attorney and they were both advised it was ok to continue the elections to a later meeting. Condos said the Commission was in violation of policies and procedures by not following the proper format and electing an officer to preside over the commission. He felt that there should be no meeting. He demanded to find out who was responsible for not putting the elections on the agenda, especially when there were enough members for a quorum. Saul restated there were important items to discuss and felt it was appropriate to proceed. Condos stated his objection and felt it was an illegal meeting and left the meeting at 6:24 p.m. Fairbanks stated that he spoke with Attorney Draper and he felt it was ok to continue the meeting. Jegerski also had no objection to holding the meeting.
5. Acknowledge Correspondence – There is none
6. City Council Report
No City Council Report because a Police and Fire Liaison had not been appointed yet by the City Council.
7. Approval of the Regular Meeting Minutes of April 6, 2022
Saul motioned to approve the regular meeting minutes of April 6, 2022. Jegerski seconded. Motion carried 3-0.
8. Fire Department business
 - a. Discussion/Action - Approval of bills for the month of April 2023, operating in the amount of \$142,744.58, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$3,168.04, for a total of \$145,912.62
Saul motioned to approve the bills for the month of April 2023. Fairbanks seconded. Roll call vote: Fairbanks-Y, Saul-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 Personnel anniversaries, Department and Community Events, Notable calls for Service and monthly numbers.

d. Discussion/Action – Approval of 2022 Fire Department Annual Report

Saul motioned to approve the 2022 Fire Department Annual Report. Fairbanks seconded. Motion carried 3-0. Chief Peters thanked Captain Detkowski and Administrative Specialist Baumeister for helping put the report together. The Commission commended the Fire Department for the thorough report.

e. Discussion – Department of Safety & Professional Services audit result

Chief Peters stated that they received a passing report from the Department of Safety and Professional Services audit. The State auditor was very complimentary of the department's services and the fire department staff.

f. Discussion– Engine 1 & 2 status

Chief Peters discussed the status of the current Fire Engines. The new engine is currently out of service due to an electrical issue. It will hopefully be repaired within the next few weeks. Engine 1 had some electrical wire issues and is recommended to prioritize replacement of the engine because it is currently taking three years for delivery. Jegerski asked Chief Peters what the department's procedure was regarding foam and electrical car fires. Chief Peters advised the "safe" foam is only used. Several members have been trained regarding electrical vehicle fires and the tactic is to protect the exposure and let the vehicles burn.

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

- Avant Cycle

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

April expenditures, Chief's monthly report, 2022 Fire Department annual report, Department of Safety and Professional Services Audit, thank you note.

9. Police Department Business

a. Discussion/Action - Approval of bills for the month of April 2023, operating in the amount of \$430,659.19, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$0, for a total of \$430,659.19

Saul motioned to approve the bills for the month of April 2023. Jegerski seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y. Motion carried 3-0.

b. Discussion/Action – Approval of Lexipol Policies

- 300 - Use of Force
- 302 – Use of Force Review Boards
- 308 - Control Devices and Techniques
- 424 - Rapid Response and Deployment

Saul motioned to approve the changes to Lexipol Policies 300, 302, 308 and 424, as listed above. Fairbanks seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y. Motion carried 3-0.

Chief Gritzner stated the wording changed on all the listed policies from "very serious injury" to "Great Bodily Harm".

c. Discussion/Action - Approval of 2022 Police Department Annual Report

Saul motioned to approve the 2022 Police Department annual report. Fairbanks seconded. Motion carried 3-0. Chief Gritzner thanked Lt. Keller and Records Specialist Reynolds for preparing the annual report. The Commission felt the annual report was very well done. Saul commended the department stating that the department went through a major change in the last year, while still serving the community, and it was a very smooth transition.

d. Discussion/Action – Undesignated Body-Worn Camera Grant Funds

Saul motioned to make available the remaining body-worn grant funds in the amount of \$6,642.15 to be used by the parking department. Fairbanks seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y. Motion carried 3-0.

Chief Gritzner stated that two grants for body-worn cameras through the Department of Justice were approved. There will be \$6,642.15 in funds that the department cannot use. He would like the PFC to recommend allowing the parking department to use the remaining funds to offset their costs of the body-worn cameras, which is roughly \$15,000.00.

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

Chief reported that Law Enforcement Week is May 14-20, 2023. The Department Awards Ceremony is May 18, 2023. The Wellness App will be ready in the next weeks and will include multiple resources for mental and physical health. The App will be available for department employees, retirees and their families. The downtown area will have a bigger presence this summer. The School Resource Officers, Community Service Officers and two new officers will be assigned the downtown area. A drug officer will be assigned to the area for the summer. Saul asked about the crisis worker liaison. Chief Gritzner advised that Human Services is currently training the new replacement and she will need at least six weeks of training before she is assigned to Lake Geneva.

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

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

2023 Dispatch activity for April 2023:	Telephone calls – 2,320	911 calls - 271	Window assists – 747
2022 Dispatch activity for April 2022:	Telephone calls – 2,390	911 calls - 278	Window assists – 546

2023 Patrol activity for April 2023:	Calls for Service – 1,660	Arrests - 114
2022 Patrol activity for April 2022:	Calls for Service - 1,360	Arrests - 133

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

April expenditures, 2022 Annual report, Undesignated body worn camera grant funds, Top Five monthly incidents and monthly reports.

10. Motion to go into closed session under Wisconsin State Statute 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and 19.85(1)(f), considering financial, medical, social or personal histories, or disciplinary data of specific persons, which if discussed in public would likely have a substantial adverse effect upon the reputation of any person referred to: Specifically Police Department Personnel.

Saul motioned to go into closed session. Fairbanks seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y. Motion carried 3-0. At 7:04 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.

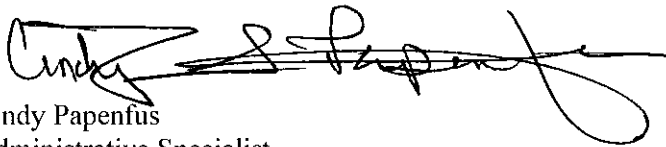
Saul motioned to return to open session. Jegerski seconded. Fairbanks seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y. Motion carried 3-0. At 7:11 p.m.

No action to be taken from closed session.

12. Adjourn

Fairbanks motioned to adjourn the meeting. Saul seconded. Motion carried 3-0 at 7:11 p.m.

Respectfully submitted,



Cindy Papenfus
Administrative Specialist

c: Police Chief/Fire Chief

Commissioners-file/Commission Liaison

City Administrator/City Clerk

City Comptroller

Council Members - Mayor