



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY JULY 6, 2023– 6:00 P.M.

CITY HALL, COUNCIL CHAMBERS

Commission Members Commissioners: Spyro Condos, Chuck Saul, Jay Fairbanks, Len Jegerski, and Tom Clausen
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 Clausen, followed by a moment of silence for the fallen Police Officers and Firefighters.
3. Roll Call
Commissioners Fairbanks, Saul, Jegerski, Clausen, and Condos were present. Also present: Police and Fire Liaison Yunker, Town of Geneva Fire Liaison Kulik, Police Chief Gritzner, Police Lieutenant Way, Police Lieutenant Keller, 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
Peg Esposito, 124 Darwin Street, Alderperson for the Third District, thanked the Fire Department and Police Department for the work they did over the Fourth of July weekend. Alderman Esposito indicated that one of her handicapped residents was being harassed and she asked the Police Department to take her complaints seriously.
5. Acknowledge Correspondence - There was none.
6. City Council Report
Alderman Yunker stated the comprehensive plan went to City Council.
7. Approval of the Regular Meeting Minutes of June 8, 2023
Fairbanks motioned to approve the regular meeting minutes of June 8, 2023. Jegerski seconded. Motion carried 4-0-1. Saul abstained as he was absent for the June meeting.
8. Discussion/Action – 2024 Budget Timeline
The Budget Workshop was scheduled for August 17, 2023 at 5:00 p.m. in the PD training room.
9. Fire Department business
 - a. Discussion/Action - Approval of bills for the month of June 2023, operating in the amount of \$219,339.14, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$2,279.13, for a total of \$221,618.27
Saul motioned to approve the bills for the month of June 2023. Condos seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y, Clausen-Y, Condos-Y. Motion carried 5-0.
 - 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. Personnel accomplishments include: Firefighter/Paramedic Rylee Olsen and Firefighter/Paramedic James Hughes completed their paramedic training and obtained their state license. These were the first paramedic classes completed that were paid through the Gala funds. Firefighter/Paramedic Dave Fonder earned his Fire Officer 1 certification. Chief Peters also reviewed the department and community events including Safety Town education, notable calls for service and call numbers.

d. Discussion/Action – Disposal of obsolete equipment

- SCBA equipment
- Turn Out Gear

Fairbanks motioned to dispose of obsolete equipment. Saul seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y, Clausen-Y, Condos-Y. Motion carried 5-0.

Chief Peters asked to dispose of the obsolete equipment according to the policy. Air packs are 20+ years. Some of the equipment will be used for training purposes. He will work with Draeger and Dinges to ship the equipment overseas. Clausen suggested contacting Dalmation, who will work with the Fire Department to resell some of the equipment to smaller departments after they are tested. Chief Peters stated he will follow the avenues suggested to dispose of the material.

e. Discussion/Action – Accept letter of resignation from Firefighter/EMT Jacob Young

Fairbanks motioned to accept letter of resignation from Firefighter/EMT Jacob Young. Saul seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y, Clausen-Y, Condos-Y. Motion carried 5-0.

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

- Rick Herwald

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

June expenditures, Chief's monthly report and thank you notes.

10. Police Department Business

a. Discussion/Action - Approval of bills for the month of June 2023, operating in the amount of \$375,722.76, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$27,723.90, for a total of \$403,446.66

Fairbanks motioned to approve the bills for the month of June. Clausen seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y, Clausen-Y, Condos-Y. motion carried 5-0.

b. Discussion/Action – Accept letter of resignation of Full Time Telecommunicator Rebecca Kostman effective June 27, 2023, and accept Change of Status to Part Time Telecommunicator.

Fairbanks motioned to accept letter of resignation from Full Time Telecommunicator Rebecca Kostman effective June 27, 2023 and accept Change of Status to Part Time Telecommunicator. Clausen seconded. Motion carried 5-0.

Chief Gritzner stated that Telecommunicator Kostman had been employed with the department for 9 years and was going to Genoa City Police Department and he wished her well.

c. Discussion/Action - Accept letter of retirement of Patrol Lieutenant Bridgett Way

Saul motioned to accept letter of retirement of Patrol Lieutenant Bridgett Way with regret. Fairbanks seconded. Motion carried 5-0.

Chief Gritzner stated that Lt. Way had over 23 years of service with the City of Lake Geneva Police with additional years with the Town of Geneva and Elkhorn Police Departments. Saul thanked Lt. Way for her 23 years of service and wished her well in her retirement.

d. Discussion/Action - Approval to establish Patrol Lieutenant Promotion eligibility list for potential future vacancy
Saul motioned to approve the establishing a Patrol Lieutenant eligibility list for potential future vacancy. Condos seconded. Motion carried 5-0.

Chief Gritzner would like to post for the Patrol Lieutenant position with a letter of interest accepted through August, interviews in September, and hiring in October with the position to begin January 1, 2024.

e. Discussion/Action – Lexipol Policy Update

- 602 – Sexual Assault Investigations

Fairbanks motioned to approve Lexipol Policy Update. Saul seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y, Clausen-Y, Condos-Y. motion carried 5-0.

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

Chief Gritzner stated that the 4th of July weekend was the busiest ever. There were large volumes of people with small issues. Crisis Worker Liaison Carrie Howard will start on July 19 and the department is looking forward to having her here. Condos stated that the Fire and Police Departments, including the Community Service Officers did a great job over the weekend. Chief Gritzner stated that the CSO's have done an excellent job downtown and Lt. Way has done a great job setting up that program.

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

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

2023 Dispatch activity for June 2023:	Telephone calls – 2,961	911 calls - 375	Window assists – 871
2022 Dispatch activity for June 2022:	Telephone calls – 3,080	911 calls - 280	Window assists – 825

2023 Patrol activity for June 2023:	Calls for Service – 2,334	Arrests - 250
2022 Patrol activity for June 2022:	Calls for Service - 2,126	Arrests - 206

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

June expenditures, Lt. Way retirement, Top Five Monthly incidents and Monthly activity reports.

11. 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.

Fairbanks motioned to go into closed session with only the Police Department Personnel present. Saul seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y, Clausen-Y, Condos-Y. motion carried 5-0 at 6:38 p.m.

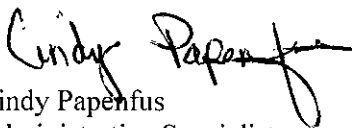
12.. Motion to return to open session per Wisconsin State Statute 19.85(2) and take action on any items discussed in closed session.

Fairbanks motioned to return to open session. Clausen seconded. Roll call vote: Fairbanks-Y, Saul-Y, Jegerski-Y, Clausen-Y, Condos-Y. motion carried 5-0 at 6:54 p.m.

13. Adjourn

Condos motioned to adjourn the meeting. Fairbanks seconded. Motion carried 5-0 at 6:55 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