



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

POLICE AND FIRE COMMISSION MEETING MINUTES
THURSDAY AUGUST 10, 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 Alderman Yunker
3. Roll Call
Commissioners Fairbanks, Clausen, Condos, Saul and Jegerski were present. Also present were Police Chief Gritzner, Police Lieutenant Way, Police Lieutenant Keller, Fire Chief Peters, 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 - There was none
5. Acknowledge Correspondence – There was none
6. City Council Report
Alderman Yunker reported that preparing for the 2024 budget has begun.
7. Approval of the Regular Meeting Minutes of July 6, 2023
Saul motioned to approve the meeting minutes of July 6, 2023. Clausen seconded. Motion carried 5-0.
8. Discussion – Budget Workshop August 17, 2023 at 5:00 p.m.
Fairbanks stated that the Budget Workshop will be held August 17, 2023 at 5:00 p.m. in City Council Chambers.
9. Discussion – Facilities Study Update
Chief Peters gave an update about the Facilities Study. Chief Peters stated that a facilities study was held with Fire Department members, Police Department members and Commissioner Saul in attendance. The staffing model and location were presented and discussed at the meeting. The biggest decision at this point is picking a location that is suitable for the building. Saul suggested considering the Hillmoor location for a building site. Hopefully further information will be submitted by the end of September.
10. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of July 2023, operating in the amount of \$389,249.67, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$1,145.00, for a total of \$390,394.67
Saul motioned to approve the bills for the month of July 2023. Condos seconded. Roll call: Fairbanks-Y, Clausen-Y, Condos-Y, Saul-Y, Jegerski-Y. Roll call carried 5-0.
Chief Gritzner advised that the budget is currently at 54%.
 - b. Discussion - Patrol Lieutenant Promotion Update
Chief Gritzner advised that the deadline to submit a letter of interest was August 9, 2023. Four qualified applicants submitted letters. Testing will be September 20 and 22, 2023 with interviews to be scheduled the following week.

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

Chief Gritzner stated that the next big events for the city include Art in the Park and Venetian Fest. Chief Gritzner was asked by Mayor Klein to attend the Hillmoor Ad Hoc meeting to discuss safety concerns on the Hillmoor property. He advised that tomorrow he will be meeting Alderman Fesenmaier and Alderman Esposito at the Hillmoor property to show them the areas of concern. Chief Gritzner noted that Neighborhood Watch meetings will be held in September with Alderman and volunteers to discuss the program.

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

e. Discussion – Monthly activity reports

2023 Dispatch activity for July 2023:	Telephone calls – 3,456	911 calls - 358	Window assists – 943
2022 Dispatch activity for July 2022:	Telephone calls – 3,673	911 calls - 669	Window assists – 821

2023 Patrol activity for July 2023:	Calls for Service – 2,651	Arrests - 302
2022 Patrol activity for July 2022:	Calls for Service - 2,311	Arrests - 290

Chief Gritzner noted that called for service is up a few hundred calls/month from last year.

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

- Lake Geneva Police Department – unknown
- Officer Gonzalez and Officer Rodriguez – Kathy and Cathy
- Lt. Keller, Lt. Way, Sgt. Derrick, Det. Tietz, Ofc Spotz, Ofc McNeil, Telecom Zmudzinski – City of Burlington Police Department
- Lake Geneva Police Department, - Semper Running

g. Discussion/Action – Items to be forwarded to City Council
July expenditures, Top Five Monthly incidents, Monthly reports

11. Fire Department business

a. Discussion/Action - Approval of bills for the month of July 2023, operating in the amount of \$161,411.95, Capital purchases in the amount of \$0, Equipment Replacement purchases in the amount of \$0, for a total of \$161,411.95

Fairbanks motioned to approve the bills for the month of July 2023. Saul seconded. Roll call: Fairbanks-Y, Clausen-Y, Condos-Y, Saul-Y, Jegerski-Y. Roll call 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 including personnel anniversaries, Department and Community Events and notable calls. Personnel accomplishments include Firefighter/EMT's Taylor Reeves, Michelle Martinez and David Schilz obtained their State of Wisconsin Firefighter 2 certifications and Firefighter/Paramedic Cory Baker obtained his Driver/Operator certification. Calls for service are up approximately 100 calls from last year.

d. Discussion – Paramedic Student Sponsorship 2023-2024 Cohort, Tim Osnacz sponsored by Lake Geneva Fire Department

Chief Peters Stated that the department is sponsoring Tim Osnacz for paramedic class using the Gala funds.

e. Discussion/Action – Assisting Town of Linn Fire Department with EMS Service Administrative duties

Chief Peters noted that two people from the EMS side have resigned from the Town of Linn Fire Department. The Lake Geneva Fire Department will take on the EMS duties so that Town of Linn stays licensed. Chief Peters stated the services are within the scope of the contract.

f. Discussion/Action – Approval of hiring applicant Kirk Dodge (pending assessments, background and medical)

Fairbanks motioned to approve the hiring of Kirk Dodge pending assessments, background and medical exams. Condos seconded. Roll call: Fairbanks-Y, Clausen-Y, Condos-Y, Saul-Y, Jegerski-Y. Roll call carried 5-0. Chief Peters advised that Kirk Dodge is going through EMT/FF program.

g. Discussion/Action – Accept resignations from EMT candidate Skylar Gordon and Firefighter/Paramedic Kim Pillman

Fairbanks motioned to accept the resignations of EMT Candidate Skylar Gordon and Firefighter/Paramedic Kim Pillman. Saul seconded. Motioned carried 5-0.

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

July expenditures, Chief's monthly report and Paramedic sponsorship.

12. 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: Town of Linn contract.

Condos motioned to go into closed session. Saul seconded. Roll call: Fairbanks-Y, Clausen-Y, Condos-Y, Saul-Y, Jegerski-Y. Roll call carried 5-0 at 6:30 p.m. to include Police Department members, Police and Fire Liaison Yunker, Alderman Fesenmaier and Alderman Esposito.

13. Motion to return to open session pursuant to 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. Roll call: Fairbanks-Y, Clausen-Y, Condos-Y, Saul-Y, Jegerski-Y. Roll call carried 5-0. Motioned carried 5-0 at 7:04 p.m.

14. Adjourn

Saul motioned to adjourn the meeting. Clausen seconded. Motion carried 5-0. Meeting adjourned at 7:05 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