



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

POLICE AND FIRE COMMISSION MEETING MINUTES
THURSDAY JULY 11, 2024 – 6:00 P.M.
CITY HALL, COUNCIL CHAMBERS

Commission Members Commissioners: Spyro Condos, Jay Fairbanks, Len Jegerski, Tom Clausen and Emily Soley-Johnson
Police and Fire Liaison Shari Straube, Town of Geneva Fire Liaison Larry Kulik

1. Call meeting to order
The meeting was called to order by Commissioner Fairbanks at 6:01 p.m.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Administrative Specialist Papenfus.
3. Roll Call
Commissioners Fairbanks, Condos, Soley-Johnson, Jegerski and Clausen were present. Also present: Police and Fire Liaison Straube, Police Chief Gritzner, Police Lieutenant Tietz, Fire Chief Peters, Fire Captain Detkowski, Town of Geneva Fire Liaison Kulik, Mayor Krause 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 - There was none
6. City Council Report
Police and Fire Liaison Straube stated that the council is interviewing applicants for the City Clerk position and the City Administration position.
7. Approval of the Regular meeting minutes of June 6, 2024
Fairbanks motioned to approve the regular meeting minutes of June 6, 2024 with the changes as noted. Clausen seconded. Motion carried 5-0.
Chief Gritzner requested that "Hillmoor" be added to agenda item 9d. where the paragraph discussed checking the property frequently.
8. Discussion/Action - 2025 Budget Timeline
Chief Gritzner would like to hold the PFC Budget meeting the last week in August unless the City comes out with a different timeline. The Budget Workshop was scheduled for August 27, 2024 at 5:00 p.m. in the Police Department Training Room.
9. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of June 2024, operating in the amount of \$445,328.98, Equipment Replacement purchases in the amount of \$1,703.44, for a total of \$447,032.42
Condos motioned to approve the bills for the month of June 2024. Fairbanks seconded. Roll call vote: Fairbanks-Y, Condos-Y, Soley-Johnson-Y, Jegerski-Y; Clausen-Y. Motion carried 5-0.
 - b. Discussion/Action – Accept donation from Dan Moritz in the amount of \$100.00
Fairbanks motioned to approve the donation from Dan Moritz in the amount of \$100.00. Clausen seconded. Roll call vote: Fairbanks-Y, Condos-Y, Soley-Johnson-Y, Jegerski-Y; Clausen-Y. Motion carried 5-0.
 - c. Discussion - Chief's Report (briefing only – no action will be taken)
Chief Gritzner stated that the department is prepared for the RNC next week and three officers have been assigned to the Mobile Field Force in Milwaukee and will be reimbursed for their hours. The 4th of July was a busy weekend

in the City but there were no major incidents. The Police Department and the School are both satisfied with the MOU but is pending approval from the City Attorney and School's attorney. The MOU will be added to next month's agenda. Chief Gritzner noted that Officer Tripp and Officer Rockweiler are on solo patrol and Officer Brown will be on his own within the next couple weeks. Officer Worth and Officer Laskowski will be going to the Police Academy starting August 5.

d. Discussion - Top Five Monthly Incidents

Chief Gritzner briefly reviewed the Top monthly incidents.

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

2024 Dispatch activity for June 2024:	Telephone calls – 2,842	911 calls – 316	Window assists – 1,110
2023 Dispatch activity for June 2023:	Telephone calls – 2,961	911 calls - 375	Window assists – 871

2024 Patrol activity for June 2024:	Calls for Service – 2,236	Arrests - 203
2023 Patrol activity for June 2023:	Calls for Service – 2,334	Arrests - 250

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

- Tom and Barb Koenig
- Michael Siciliano

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

June expenditures, Top Monthly incidents and monthly activity reports

10. Fire Department Business

a. Discussion/Action - Approval of bills for the month of June 2024, operating in the amount of \$333,789.44, Capital purchases in the amount of \$10,534.93, Equipment Replacement purchases in the amount of \$1,886.00 for a total of \$346,210.37

Clausen motioned to approve the bills for the month of June 2024. Condos seconded. Roll call vote: Fairbanks-Y, Condos-Y, Soley-Johnson-Y, Jegerski-Y; Clausen-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 including community events, notable calls and the call numbers.

Of special note, Firefighter/Paramedic Tim Osnacz was Valedictorian of Paramedic Class #30. Chief Peters noted that he attended Paramedic Class #1.

d. Discussion/Action – Discussion and possible recommendation for acquisition of land for future Fire Station/Police Station on SE corner of Townline Road and Highway 120, parcel ZSB 00331

Fairbanks motioned to recommend to City Council to consider Acquiring the property on SE corner of Townline Road and Highway 120, Parcel ZSB 00331. After continued discussion, Fairbanks stated that no motion was to be made until the study was complete.

Fairbanks motioned to postpone the recommendation for acquiring property on the SE corner of Townline Road and Highway 120, parcel ZSB 00331 until the results of the study are completed. Soley-Johnson seconded. Motion carried 5-0.

Chief Peters turned agenda item 10d. over to Commissioner Condos. Condos explained that the property listed included 13 acres and was donated to the City by property owner, Brian Pollard, many years ago, however, it was never recorded. The first step is for the City to accept the property and process it. Condos stated that this property is strategically located for a potential future building site for the Police and Fire Departments. There was discussion on what the next step was for acquiring this property and whether the property was large enough to build on. Chief Peters stated it would be best to get the study back before acquiring the property. Mayor Krause indicated that the City has no intent for the property at this time, but it does need to be recorded as being gifted to the City and the City is in the process of doing that.

e. Discussion/Action – Approval of Intergovernmental Agreement with Antioch Fire Department
Fairbanks motioned to approve Intergovernmental Agreement with Antioch Fire Department subject to City Attorney approval. Clausen seconded. Motion carried 5-0.

Chief Peters stated that six Firefighter I candidates are ready for school but Gateway is full. The Fire Department would like to set up an MOU with the Antioch Fire Department to partner with that agency to send the applicants to the Illinois Fire Institute and receive in-state tuition. Chief Peters noted that the Illinois Fire Institute has a higher curriculum and a better teaching component.

f. Discussion/Action – Approval of Resolution 24-R50 authorizing a 2024 Budget Amendment for the use of allocating of Equipment Replacement fund for adding Video Laryngoscopes Purchase in the amount of \$89,100.00 (pending approval of FLR & Council)

Fairbanks motioned to approve Resolution 24-R50 authorizing a 2024 budget amendment for the use of allocating of Equipment Replacement fund for adding video Laryngoscopes purchase in the amount of \$89,100.00 pending approval of FLR and council.

Captain Detkowski discussed the need for the video laryngoscopes. He stated that video laryngoscopes are on the vehicles, however, the company sold and the new company is not supporting the current equipment. If the devices are purchased with the Town of Linn Fire Department, the department can save up to \$50,000.00. The City Comptroller advised the money is available to purchase the laryngoscopes.

g. Discussion/Action- Approval of Policies

- 305 Tactical Withdrawal
- 315 Wildland Firefighting
- 318 Newborn Safe Haven Law
- 334 Active Shooter and Other Violent Incidents
- 400 Fire Inspections
- 405 Community Fire Station Visitation Program
- 702 Vehicle and Apparatus Inspection, Testing, Repair, and Maintenance
- 713 Department Use of Social Media (NEW)
- 1004 Classification Specifications
- 1018 On-Duty Voting in Statewide Elections
- 1021 Physical Fitness
- 1022 Wellness Program
- 1023 Critical Incident Stress Debriefing
- 1045 Member speech, Expression, and Social Networking

Fairbanks motioned to approve the Lexipol policies as listed. Condos seconded. Motion carried 5-0.

Captain Detkowski stated that all the Lexipol policies are updated policies except for Lexipol policy 713, which is a new policy.

h. Discussion/Action – Approval of Hiring of Personnel (pending background and medical)

- Paramedic Emily Trela
- Paramedic Hunter Christman
- EMT Ayden Jones

Fairbanks motioned to approve hiring of Paramedic Emily Trela, Paramedic Hunter Christman, EMT Ayden Jones pending background and medical. Clausen seconded. Motion carried 5-0.

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

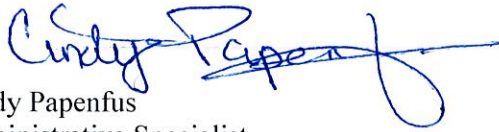
- Maddie Sherman (Scholarship Recipient)
- Rex Chapman (Scholarship Recipient)
- Safety Town
- Mrs. Matthlesen 4K Class
- Sara & Andy Rubin (Lazy Cloud Lodge)

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

June expenditures, Chief's monthly report, Resolution 24-R50, Thank you notes.

11. 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: Fire Department current and future staffing and planning.
Fairbanks motioned to go into closed session. Condos seconded. Roll call vote: Fairbanks-Y, Condos-Y, Soley-Johnson-Y, Jegerski-Y; Clausen-Y. Motion carried 5-0.
12. Motion to return to open session pursuant to 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, Condos-Y, Soley-Johnson-Y, Jegerski-Y; Clausen-Y. Motion carried 5-0.
13. Adjourn
Clausen motioned adjourn the meeting. Condos seconded. Meeting adjourned at 7:22 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