



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

POLICE AND FIRE COMMISSION MEETING MINUTES

THURSDAY NOVEMBER 7, 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 Commissioner Condos followed by a moment of silence for fallen Police and Fire personnel, especially Firefighter Ken Larsen and veterans past and present, especially Commissioners Clausen and Jegerski.

3. Roll Call

Commissioners Fairbanks, Jegerski, Clausen and Condos were present. Commissioner Soley-Johnson was excused. Also present: Police and Fire Liaison Straube, Police Chief Gritzner, Police Lieutenant Tietz, Fire Chief Peters, Fire Captain Detkowski, 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 city is heading into budget time. The election went well and the new City Clerk did an amazing job.

7. Approval of the Regular meeting minutes of October 10, 2024

Condos motioned to approve the regular meeting minutes of October 10, 2024. Fairbanks seconded. Motion carried 4-0.

8. Discussion – 2025 Budget Update

Chief Gritzner advised that the budget goes for final approval on November 28, 2024.

9. Police Department Business

a. Discussion/Action - Approval of bills for the month of October 2024, operating in the amount of \$438,474.02, Capital Purchases in the amount of \$4,572.79, Equipment Replacement purchases in the amount of \$1,654.00, for a total of \$444,700.81

Clausen motioned to approve the bills for the month of October 2024. Jegerski seconded. Roll call vote: Fairbanks-Y, Clausen-Y, Condos-Y, Jegerski-Y. Motion carried 4-0.

Chief Gritzner stated the budget is currently at 80% for the year, which is right on track for the year.

b. Discussion – 2025 Fleet Update

Chief reported that the department just took delivery of the second new fleet vehicle and we are hoping to have the third new squad ready in approximately three weeks. However, one fleet vehicle is out of service due to the transmission and another vehicle is out of service due to a blown engine at 9,000 miles. Neither of these problems were caused by abuse, but due to factory error and are all covered under warranty.

c. Discussion/Action – Confirmation of Sergeant promotion

Condos motioned to approve the promotion of William D. Thornburgh to Sergeant. Fairbanks seconded. Motion carried 4-0.

Chief Gritzner announced the promotion of William D. Thornburgh to Sergeant. Sergeant Thornburgh has worked for the department for 28 years. He was a charter member of our first SWAT team and is currently a dive team member. He will replace Sergeant Derrick and will be assigned as the night shift sergeant.

d. Discussion – 2025 Riviera Retiree Brick Project

Chief Gritzner stated that when Sergeant Derrick retired, the department purchased a brick by the Riviera fountain to commemorate his service. After some discussion, it was decided to install a brick with the department's insignia and motto, similar to the Fire Department, and flank it with retiree bricks. At this point, 26 employees have retired from the department and 23 of those individuals purchased a retiree brick. Moving forward retirees will have a brick to commemorate their service to the city. Additionally, donations made by Al Exner's family will be used to purchase a larger brick to memorialize Al Exner, an officer that was shot in the line of duty. The bricks will be installed around Police week in May.

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

Chief Gritzner reported that all officers have been trained in Crisis Intervention/Advanced Tactics. Officer Laskowski and Officer Worth completed phase two at the academy and now move to the final phase of the academy and will graduate December 20, 2024. The Facility Study has been completed and the study should be presented once the Fire Department is ready. The Leadership team held a successful training on October 17, 2024. The Police Association meets with the City on Tuesday regarding the Collective Bargaining Agreement and hopefully it will be approved at that time.

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

g. Discussion – Monthly activity reports -

2024 Dispatch activity for October 2024:	Telephone calls – 2,342	911 calls – 199	Window assists – 894
2023 Dispatch activity for October 2023:	Telephone calls – 2,425	911 calls - 227	Window assists – 732

2024 Patrol activity for October 2024:	Calls for Service – 2,228	Arrests - 230
2023 Patrol activity for October 2023:	Calls for Service – 1,955	Arrests - 154

Chief Gritzner indicated that telephone and dispatch calls are down a bit but calls for service were up, specifically calls for speed enforcement. Over the last month dispatch has averaged a total of 114 telephone calls or window contacts per day, with each telecommunicator having 38 contacts per shift. As of this time, the department is up 1,334 calls up from the same time last year.

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

October expenses, Sergeant promotion, top monthly incidents and monthly activity reports

10. Fire Department Business

a. Discussion/Action - Approval of bills for the month of October 2024, operating in the amount of \$301,676.78, Equipment Replacement purchases in the amount of \$819.50, for a total of \$302,496.28

Fairbanks motioned to approve the bills for the month of October 2024. Clausen seconded. Roll call vote: Fairbanks-Y, Clausen-Y, Condos-Y, Jegerski-Y. Motion carried 4-0.

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 anniversaries, Fire Prevention week, Notable calls for service, and the monthly calls. Chief Peters thanked the Police Department for assisting with the mobile command unit when it is needed for calls. Parting shot was in memory of FF Ken Larsen. Fairbanks congratulated Chief Peters on 32 years of service.

d. Discussion – Firefighter’s contract negotiations update

Fire Chief reported that one contract negotiation meeting was held with the union and he didn’t think it would take too long to get a contract wrapped up.

e. Discussion/Action – Acceptance of resignation from probationary candidate Emily Trela

Fairbanks motioned to accept resignation of probationary candidate Emily Trela. Clausen seconded. Motion carried 4-0..

f. Discussion/Action – Acceptance of \$100.00 donation from Kronebush Industries in memory of Firefighter Ken Larsen.

Fairbanks motioned to accept \$100.00 donation from Kronebush Industries in memory of Firefighter Ken Larsen. Clausen seconded. Chief Peters thanked the Police Department for assisting with the mobile command unit when it is needed for calls.

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

- Walworth County Special Olympics
- Isabella
- Huntley Fire Protection District
- EMS Patient Karen (Crew- FF/PM’s Baker, Albelo, & Osnacz)

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

October expenditures, Chief’s monthly report, donation in memory of Firefighter Ken Larsen and Thank you notes.

10. Adjourn

Fairbanks motioned to adjourn the meeting. Clausen seconded. Motion carried 5-0 at 6:28 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