



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

**POLICE AND FIRE COMMISSION MEETING
THURSDAY JANUARY 9, 2025– 6:00 P.M.
CITY HALL, COUNCIL CHAMBERS**

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

MINUTES

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 Lieutenant Keller, followed by a moment of silence.
3. Roll Call
Commissioners Fairbanks, Soley-Johnson, Clausen, Condos and Jegerski were present. Also present: Police Chief Gritzner, Police Lieutenant Keller, Fire Chief Peters, Fire Captain Detkowski, Police and Fire Liaison Mayor Krause, Town of Geneva Fire Liaison Kulik 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
Andrea Christian, 250 Havenwood Dr, Lake Geneva, WI spoke about item #2, the Pledge of Allegiance and Annual Law Enforcement Day, which is January 9, 2025. She spoke about presenting her handmade stars throughout the country, the well-being of police officers and keeping the city safe.
5. Acknowledge Correspondence - There was none
6. City Council Report
Mayor Krause advised that he will be the Police and Fire Liaison through May. He noted that the City restarted the City Administrator search.
7. Approval of the Regular meeting minutes of December 5, 2024
Condos motioned to approve the regular meeting minutes of December 5, 2024. Jegerski seconded. Motion carried 5-0.
8. Approval of the Special Meeting minutes of December 16, 2024
Soley-Johnson motioned to approve the special meeting minutes of December 16, 2024. Jegerski seconded. Motion carried 5-0.
9. Discussion - City of Lake Geneva Police Department and Fire Department Personnel/Facility Study presentation by Five Bugles
Laura Eysnogle, Tim Franz, and Dave Bretl presented the facility study for the Police and Fire Departments. Five Bugles was hired to prepare the study on staffing and operational goals over the next 30 years. The presentation discussed finding the proper location for each department for response times and service to the community. Both departments have outgrown their facilities and are need of upgrades regarding safety and limited room for operations.
10. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of December 2024, operating in the amount of \$457,458.09, Capital in the amount of \$396,063.51, Equipment Replacement purchases in the amount of \$21,658.76, for a total of \$875,180.36

Fairbanks motioned to approve the bills for the month of December 2024. Clausen seconded. Roll call vote: Fairbanks-Y, Soley-Johnson-Y, Clausen-Y, Condos-Y, Jegerski-Y. Motion carried 5-0.
Chief Gritzner stated the capital expenses incorporate the radio project for the entire city. The budget is currently at 96%.

b. Discussion/Action – Completion of probation for Officer Emily Sarles effective December 25, 2024
Chief Gritzner reported that Officer Sarles completed her first year and has completed probation. She has done a great job.

c. Discussion/Action – Completion of probation for Detective Xenia Rodriguez effective January 1, 2025
Chief Gritzner indicated that Detective Rodriguez has completed her probation in the Detective Bureau and has done a phenomenal job transitioning to the detective position.

d. Discussion/Action – Accept letter of resignation from CSO Ian Vicory
Soley-Johnson motioned to accept letter of resignation from CSO Ian Vicory with regret. Fairbanks seconded. Motion carried 5-0.

e. Discussion/Action – Approve donation for Shop with a Cop from Harborside Café for a total of \$150.00
Fairbanks motioned to approve donation for Shop with a Cop from Harborside Café for a total of \$150.00
Soley-Johnson seconded. Roll call vote: Fairbanks-Y, Soley-Johnson-Y, Clausen-Y, Condos-Y, Jegerski-Y. Motion carried 5-0.

f. Discussion/Action – Approve donation from Dr. Dan and Mrs. Linda Moritz in the amount \$200.00
Jegerski motioned to approve donation from Dr. Dan and Mrs. Linda Moritz in the amount \$200.00.
Fairbanks seconded. Roll call vote: Fairbanks-Y, Soley-Johnson-Y, Clausen-Y, Condos-Y, Jegerski-Y. Motion carried 5-0.

g. Discussion/Action – Lexipol Policy Updates

- 300 - Use of Force
- 312 – Firearms
- 332 – Missing Persons
- 402 – Biased-Based Policing
- 470 – Body-Worn Cameras (new policy)
- 1000 – Recruitment

Soley-Johnson approved the Lexipol Policy updates as listed. Clausen seconded. Motion carried 5-0.
Chief Gritzner stated Lexipol Policy 470-Body-Worn Cameras was always covered in another policy but it was made a separate policy because it is such a personalized piece of equipment.

h. Discussion - Chief's Report (briefing only – no action will be taken)
Chief Gritzner reported that the Christmas parade was successful and security measures were good. Officer Scheel started the academy January 6. Officers Laskowski and Worth are in their first of our phases of field training. Lieutenant Keller is working on the Flock System, which was approved in the budget. Chief Gritzner also stated the new squads should be delivered in February. The department in the middle of hiring Community Service Officers. He also recognized the retirement of Tom DeBaere, the City's maintenance worker. And stated that that he assisted the department throughout his 20 years of service. The annual department meeting will be held January 15, 2025.

i. Discussion - Top Five Monthly Incidents

Chief Gritzner reviewed the monthly incidents. He discussed the heroic actions of our officers during a house fire.

j. Discussion – Monthly activity reports -

2024 Dispatch activity for December 2024: Telephone calls – 1,875 911 calls – 165 Window assists – 655
2023 Dispatch activity for December 2023: Telephone calls – 1,905 911 calls - 233 Window assists – 670

2024 Patrol activity for December 2024: Calls for Service – 2,118 Arrests - 255
2023 Patrol activity for December 2023: Calls for Service - 1,779 Arrests - 170

k. Discussion - Yearly Statistics

2024 Dispatch activity: Telephone calls– 28,853 911 Calls 2,705 Window assists– 11,066
2023 Dispatch activity: Telephone calls 31,800 911 Calls– 3,266 Window assists– 8,760

2024 Patrol activity: Calls for service- 25,510 Arrests- 2,850
2023 Patrol activity: Calls for service- 23,640 Arrests- 2,445

Chief Gritzner noted that there were 400 more arrests than last year and more calls for service.

l. Thank you notes – No discussion/action

- Chuck Saul/Judy Nolan
- Dr. Dan and Linda Moritz

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

December expenditures, Top Monthly incidents, Monthly and Yearly activity reports.

11. Fire Department Business

a. Discussion/Action - Approval of bills for the month of December 2024, operating in the amount of \$299,035.63, Capital purchases in the amount of 0, Equipment Replacement purchases in the amount of \$0, for a total of \$299,035.63

Fairbanks motioned to approve the bills for the month of December 2024. Clausen seconded. Roll call vote: Fairbanks-Y, Soley-Johnson-Y, Clausen-Y, Condos-Y, Jegerski-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 anniversaries, personnel introductions, notable calls for service. Of note, Assistant Chief Derrick has served 53 years. He stated that Lake Geneva Fire Department is the busiest department in the County.

d. Discussion/Action – Accept letter of resignation from Lt. Rhonda Baumann

Fairbanks motioned to accept letter of resignation from Lt. Rhonda Baumann. Soley-Johnson seconded. Motion carried 5-0.

e. Discussion/Action- Accept donations in the amount of \$490.00

- In memory of Waltraub Scham totaling \$440.00
- Master Services in the amount of \$50.00

Clausen motioned to accept donations in the amount of \$490.00. Condos seconded. Roll call vote: Fairbanks-Y, Soley-Johnson-Y, Clausen-Y, Condos-Y, Jegerski-Y. Motion carried 5-0.

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

December expenditures, Chief's report and donations.

12. 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 specifically:

Contracts for Sergeant Thornburgh and Sergeant Nelson

Clausen motioned to go into closed session. Fairbanks seconded. Roll call vote: Fairbanks-Y, Soley-Johnson-Y, Clausen-Y, Condos-Y, Jegerski-Y. Motion carried 5-0 at 7:58 p.m.

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.

Fairbanks motioned to go return into open session. Soley-Johnson seconded. Roll call vote: Fairbanks-Y, Soley-Johnson-Y, Clausen-Y, Condos-Y, Jegerski-Y. Motion carried 5-0 at 7:58 p.m.

Fairbanks motioned to approve the Sergeant Contracts and send to Finance and License for final approval. Soley-Johnson seconded. Roll call vote: Fairbanks-Y, Soley-Johnson-Y, Clausen-Y, Condos-Y, Jegerski-Y. Motion carried 5-0.

14. Adjourn

Fairbanks motioned to adjourn the meeting. Clausen seconded. Motion carried 5-0 at 8:01 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