



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

**POLICE AND FIRE COMMISSION MEETING
THURSDAY FEBRUARY 6, 2025- 4:00 P.M.
CITY HALL, COUNCIL CHAMBERS**

Members

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

MINUTES

1. Call meeting to order
The meeting was called to order by commissioner Fairbanks at 4:00 p.m.
2. Pledge of Allegiance
The Pledge of Allegiance was led by Town of Geneva Fire Liaison Larry Kulik, followed by a moment of silence.
3. Roll Call
Commissioners Fairbanks, Clausen, Condos, Jegerski and Soley-Johnson were present. Also present: Police Chief Gritzner, Police Lieutenant Keller, Police Lieutenant Tietz, Fire Chief Peters, Mayor Krause, Town of Geneva 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
Commissioner Condos spoke as a business owner and stated that he had a theft incident through his business. Lieutenant Tietz investigated the case and did an excellent job. He also stated Chief Gritzner does a good job with the department and was proud to have good people on our force.
5. Acknowledge Correspondence - There was none.
6. City Council Report
Mayor Krause stated the applications closed on February 14 for the City Administrator position. Winterfest went great with no incidents and was well-protected with Fire and Police.
7. Approval of the Regular meeting minutes of January 9, 2025
Fairbanks motioned to approve the regular meeting minutes of January 9, 2025. Soley-Johnson seconded. Motion carried 5-0.
8. Discussion/Action – Set workshop date for Operational and Facility Assessment and Concept Study
Chief Gritzner felt it was best to break down the facility study in multiple workshops. The first workshop was scheduled for February 21, 2025 from 9:00 to 11:00 a.m. to discuss the first three sections of the study- Introduction, Fire Operational Study and Police Operational Study.
9. Police Department Business
 - a. Discussion/Action - Approval of bills for the month of December 2024, operating in the amount of \$23,467.47, Capital purchases in the amount of \$49,040.95, Equipment Replacement purchases in the amount of \$896.50, for a total of \$73,404.92
Condos motioned to approve the bills for the month of December 2024. Clausen seconded. Roll call vote: Fairbanks-Y, Clausen-Y, Condos-Y, Jegerski-Y, Soley-Johnson-Y. Motion carried 5-0.

b. Discussion/Action - Approval of bills for the month of January 2025, operating in the amount of \$365,816.39, Capital purchases in the amount of \$290.00, Equipment Replacement purchases in the amount of \$0, for a total of \$366,106.30

Fairbanks motioned to approve the bills for the month of January 2024. Clausen seconded. Roll call vote: Fairbanks-Y, Clausen-Y, Condos-Y, Jegerski-Y, Soley-Johnson-Y. Motion carried 5-0.

Chief Gritzner reported that the budget is currently at 6%. Fuel expenses have not been added to the account at this time.

c. Discussion/Action – Hiring of Part Time Officer Daniel Derrick

Condos motioned to hire Part Time Officer Daniel Derrick, Jegerski seconded. Motion carried 5-0.

Chief Gritzner stated that Sergeant Derrick retired last September and wants to return to work part time for special events and as an instructor.

d. Discussion/Action – Accept letter of resignation from Part Time Officer Antonio Gonzalez

Fairbanks motioned to accept resignation from Part Time officer Antonio Gonzalez with regret. Soley-Johnson seconded.

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

Chief Gritzner reported that the Drone team was dispatched to a serious domestic situation and the drone crashed due to ice build-up on one of the props. Data was reviewed and the officer acted appropriately with the warning, however, the drone overheated and crashed. The drone is insured and will be shipped out for repairs. Winterfest was successful as far as safety goes. There was an UTV pursuit and the individual was taken into custody without incident. The department is in the process of hiring Community Service Officers with 16 applicants and the department hopes to hire approximately 4-6 candidates. Portable radios have been received and have been tested throughout the City and the quality is exceptional. The County is hoping to have Law Enforcement on the system by May 1, 2025. Officers Laskowski and Worth will be moving to Phase II within a couple weeks. The Department is finalizing a new mission and core values. Condos thanked the department for doing a good job during Winterfest.

f. Discussion - Top Five Monthly Incidents

Chief Gritzner reviewed the monthly incidents.

g. Discussion – Monthly activity reports

2025 Dispatch activity for January 2025: Telephone calls – 2,010 911 calls – 151 Window assists – 794

2024 Dispatch activity for January 2024: Telephone calls – 2,606 911 calls – 189 Window assists – 529

2025 Patrol activity for January 2025: Calls for Service – 2,057 Arrests - 312

2024 Patrol activity for January 2024: Calls for Service – 1,735 Arrests - 155

Chief Gritzner indicated window assists are up dramatically. Calls for service and arrests were up from last year.

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

- Town of Delavan Police Department-Lieutenant Seth Keller

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

December expenditures, January expenditures, Top Monthly incidents and Monthly activity reports

10. Fire Department Business

a. Discussion/Action - Approval of bills for the month of December 2024, operating in the amount of \$34,811.32 Equipment Replacement purchases in the amount of \$54,383.03, for a total of \$89,194.35

Fairbanks motioned to approve the bills for the month of December 2024. Clausen seconded. Roll call vote: Fairbanks-Y, Clausen-Y, Condos-Y, Jegerski-Y, Soley-Johnson-Y. Motion carried 5-0.

Chief Peters indicated that the budget is currently at 93%. He noted the PTO time for three full time employees for the Town of Linn has not been billed yet.

b. Discussion/Action - Approval of bills for the month of January 2025, operating in the amount of \$313,458.85, Equipment Replacement purchases in the amount of \$343.59, for a total of \$313,802.44
Clausen motioned to approve the bills for the month of January. Condos seconded. Roll call vote: Fairbanks-Y, Clausen-Y, Condos-Y, Jegerski-Y, Soley-Johnson-Y. Motion carried 5-0.

c. Discussion – EMS Medical Billing/Stark Medical Billing – No discussion/action

d. Discussion – Monthly Chief's Update and Fire Department Report Overview
Alexandria Binanti, Chairman of the BID District, presented a \$5,000.00 donation to both the Police and Fire Departments to thank them for their support throughout the year.

Chief Peters reviewed the monthly report including anniversaries, personnel accomplishments, department and community events and notable calls for service. Chief Peters stated that the contract with the Town of Linn should be completed soon and Attorney Draper is currently reviewing the contract.

e. Discussion/Action – Update 2025 Full Time Hiring for Firefighter/Paramedic
Chief Peters reported that interviews will be conducted and hopefully new hires will be presented next month.

f. Discussion/Action – Composition of Civilian Handbook
The Fire Department has their first civilian full-time position and her position falls under the Police and Fire Commission. Her position will be added to the Police Handbook.

g. Discussion/Action- Approval purchase of extrication tools
Clausen motioned to approve the purchase of extrication tools. Condos seconded. Roll call vote: Fairbanks-Y, Clausen-Y, Condos-Y, Jegerski-Y, Soley-Johnson-Y. Motion carried 5-0.
Chief Peters stated the current equipment is out of date and at end of life. The new equipment is within budget.

h. Discussion/Action – Accept letter of resignation of FF/AEMT David Beaudin
Fairbanks motioned to accept letter of resignation of FF/AEMT David Beaudin. Soley-Johnson seconded. Motion carried 5-0.

i. Discussion/Action - Items to be forwarded to City Council
December expenditures, Janes expenditures, and Chief's monthly report.

11. Adjourn

Fairbanks motioned to adjourn the meeting. Clausen seconded. Motion carried 4-0 at 4:45 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