

**LAKE GENEVA POLICE AND FIRE COMMISSION  
MEETING MINUTES  
THURSDAY DECEMBER 4, 2015 AT 7:00 P.M.**

This meeting was held in the City Council Chambers, City Hall, 626 Geneva Street, Lake Geneva, Wisconsin, 53147.

1. Call meeting to order.

Meeting was called to order at 7:00 p.m. by Commissioner Hartz

2. Pledge of Allegiance

The pledge was led by Commissioner Pollard.

3. Roll call

Commissioners Bittner, Gramm, Pollard and Hartz were present. Commissioner Pienkos was absent.

4. Comments from the Public reference agenda items only. Comments are limited to a maximum of five minutes - NONE

5. Acknowledge correspondence - NONE

6. Approval of regular meeting minutes from November 6, 2014.

Gramm motioned to approve the minutes from November 6, 2014, Bittner seconded. Motion carried 4-0.

7. Fire Department Business

a. Approval of bills for the Month of November 2014, operating in the amount of \$44,340.17, Capital in the amount of \$1,389.93, for a total of \$45,730.10.

Pollard motioned to approve the bills for November 2014, Bittner seconded. Roll call vote: Bittner- Y, Gramm- Y, Pollard - Y, Hartz - Y. Motion carried 4-0.

Gramm noted the adjustment to FD Workmen Disability Ins account 11-22-00-5134 was still not completed. City Administrator Jordan was still waiting for payment from Glass Insurance. The Commission asked that Chief Connelly contact the insurance company directly to find out the reason for the delay as they wanted the issue cleared up by year end. Hartz wondered why 11-22-00-5214 Outside Billing Services were lower this year and Chief Connelly advised it was because there were more ALS level calls than in the past, which lead to less costs. Hartz also wondered when the Fire Department would receive reimbursement for 11-22-00-5241 Firehouse Repairs. Chief Connelly stated the reimbursement to the Firehouse Repairs account probably wouldn't be until March 2015.

b. Accept with regret resignation of Firefighter/EMT Dustin Roder

Commissioner Gramm motioned to accept with regret the resignation of Dustin Roder; Pollard seconded. Motion carried 4-0.

c. Approve List of New Hires

Bittner motioned to approve the list of hires; Gramm seconded. Motioned carried 4-0.

The list of new hires includes: POP Personnel-Jaemie McDonough and Paul Cox. POC Personnel-Paul Veneman, Brenten Stettner, and Alexander Pernice.

d. New Apparatus Bay Locker Installation Complete

Chief Connelly showed a picture of the new Apparatus Bay Locker installment and said the Firefighter Association did a nice job and donated about \$8,500.00 and the labor costs for the lockers. Station 2 will also be getting some lockers and the Firefighter Association will also pay for that expense.

e. Update on Fire Protection Ordinance/ACT 270-None

The State asked the City Attorney for the City's definition of a Public Building and a Commercial Building. There was a 1990 definition recognized by the State and the City Attorney will send a copy of that definition to the state.

f. Update on EMS Steering Committee-None

Lt. Detkowski and Alderman Lyon discussed a better presentation with regard to numbers. The next meeting will be December 9, 2014 at 1:00 p.m.

g. Monthly EMS Medical/Stark Report - NO ACTION

Bittner commented that the reports look much better than a couple of years ago. Hartz asked what "write off to others" meant. Chief Connelly believed it was refunds to the individual, Medicare or Medicaid but he would verify with EMS. Hartz also noted that only 5% of the bills are over 90 days old.

h. Monthly Fire Department Activity Report

There have been about 1,030 calls so far this year.

i. Monthly Paratech Report. – No discussion/action.

j. Thank you cards/letters- North Shore Fire/Rescue-Chief Whitaker, Marilyn Heiden

Chief Connelly noted that Lt. Dennis Detkowski did a great job with Pro-Phoenix training at North Shore Fire/Rescue. Marilyn Heiden also sent a nice Thank You note regarding installing her smoke detectors.

Forward items to City Council:

Acknowledge the Union contributions at the fire department including the new lockers and the retirement ceremonies.

Monthly activity reports.

8. Police Department Business

a. Approval of bills for the Month of November 2014. Operating in the amount of \$175,262.16, capital in the amount of \$19,835.00; for a total of \$195,097.16.

Pollard motioned to approve the bills for the month of November 2014, Bittner seconded. Roll call vote:

Bittner– Y, Gramm– Y, Pollard – Y, Hartz– Y. Motion carried 4-0.

Hartz noticed that Police Department Salaries, Account 11-21-00-5110 is up slightly. Chief Rasmussen advised the amounts will be reviewed and resolved by year end.

b. Citizen Services Update.

Training will begin January 6, 2015. Chief Rasmussen said they were hoping to inform the public in the tax bill about the new program. Hopefully by midyear they will send a notification to the public. Bittner asked if it was too late to notify the public of the new program on the tax bill. Chief Rasmussen said it was too late to add on this year's mailing but it can be added to next year's newsletter.

c. ALPRS update.

ALPRS is up and running and is working great. Chief Rasmussen reported that within 20 minutes of training one officer, that officer found a stolen vehicle.

d. Request to begin Reserve Officer Hiring process in January 2015.

The Department is looking at hiring approximately 5-6 new reserve officers for 2015.

Gramm motioned to begin the reserve officer hiring process in January 2015; Bittner seconded. Motion carried 4-0.

d. Request to begin Booking Officer Hiring process in January 2015.

Chief Rasmussen advised that three booking officers are moving on to become officers so 2-3 new booking officers are needed.

Pollard motioned to begin the booking officer hiring process in January 2015; Bittner seconded. Motion carried 4-0.

e. Resignation request from Dispatcher Jodi Cordes from her full time position but remain employed as a part time dispatcher.

Bittner motioned to accept resignation of Jodi Cordes from full time dispatcher and approve her position as a part time dispatcher; Gramm seconded. Motion carried 4-0.

Bittner asked if it was necessary to keep Cordes on as a part time dispatcher. Chief Rasmussen said there were no costs to keep Cordes on as a part time dispatcher as she has already been trained and there are no benefits paid out. Chief Rasmussen also advised that there is a need for part time dispatchers.

f. 2014 Dispatch activity for November: Telephone calls 2,633 911 Calls- 173 Window assists- 616  
2013 Dispatch activity for November: Telephone calls-1,994 911 Calls- 158 Window assists- 839

2014 Patrol activity for November: Calls for service- 1,227 Arrests- 87  
2013 Patrol activity for November: Calls for service- 1,257 Arrests- 107

Chief Rasmussen advised that we are looking at a record 17,000 calls like last year. Dispatch answered 40,000 calls this year and 1,000 people at the window. Hartz asked about the two separate drug paraphernalia charges listed. Chief Rasmussen stated one is a city ordinance and one is a criminal charge. Hartz wondered if Chief Rasmussen felt this was a safe community overall compared to other years and other communities. Chief Rasmussen noted a lot of the calls are quality of life calls and the crimes are usually known offenders to each other, not random targets. Crimes of opportunity are low here because of reserve officers walking around down town in the summer. Lake Geneva is not a bedroom community but safe. Bittner was surprised that Heroin is such a problem here. Chief Ramussen advised that it is definitely a growing problem nationwide. Very few people get off heroin once they are addicted because it is easy for everyone to obtain and is available in every community.

9. Motion to go into closed session under Wisconsin State Statute 19.85(1)(c) 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 pertaining to employee negotiations.

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 over which the governmental body has jurisdiction or exercises responsibility and 19.85(1)(f), considering financial, medical, social or

personal histories, or disciplinary data of specific persons, which if discussed in public would likely have a substantial adverse effect upon the reputation of any person referred to: Specifically Police Department Personnel.

Bittner motioned to go into closed session; Gramm seconded. Roll call vote: Gramm– Y, Pollard – Y, Bittner– Y, Hartz – Y. Motion carried 4-0 at 7:42 p.m.

10. Motion to return to open session per Wisconsin State Statute 19.85(2)

Pollard motioned to return to open session, Gramm seconded. Roll call vote: Gramm– Y, Pollard – Y, Bittner– Y, Hartz – Y. Motion carried 4-0 at 7:56 p.m.

11. Discussion and action on closed session items if needed.

Gramm motioned to hire Rebecca Kostman as full time dispatcher beginning at the proposed third year rate and benefits for dispatchers with the understanding that this does keep the budget within balance; Pollard seconded. Roll call vote: Gramm– Y, Pollard – Y, Bittner – Y, Hartz – Y. Motion carried 4-0.

12. Agenda items for the next regular meeting January 8, 2015.

School resource officer agreement.

Items to forward to City Council—monthly reports.

13. Adjourn

Pollard motioned to adjourn the meeting; Gramm seconded. Motion carried 4-0 at 8:01 p.m.

Respectfully submitted,



Cindy Papenfus  
Administrative Assistant

c: Police Chief

Fire Chief

Commissioners-file

Commission Liaisons

City Administrator

City Clerk

City Comptroller

Council Members – Mayor

**THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED AT THE NEXT POLICE AND FIRE COMMISSION MEETING.**