

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING MINUTES
THURSDAY JULY 10, 2014 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 President Pienkos.

2. Pledge of Allegiance

The pledge was led by Commissioner Rick Bittner

3. Roll call

Commissioners Hartz, Bittner, Gramm and Pienkos were present.

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 June 5, 2014.

Hartz motioned to approve the minutes from June 5, 2014, Gramm seconded. Motion carried 4-0.

7. Police Department Business

a. Approval of bills for the Month of June 2014. Operating in the amount of \$196,183.32, capital \$99,508.47; for a total of \$295,691.79.

Bittner motioned to approve the bills for the month of June 2014, Hartz seconded. Roll call vote: Bittner – Y, Gramm – Y, Hartz – Y, Pienkos – Y. Motion carried 4-0.

b. 911 Update.

911 system is installed and is running perfectly. The only problem involves the phones within the department because of the old phone system but that will be fixed with a new system when the Capital budget is ready. Bittner asked to tour the dispatch area to see how the system works. A tour of the building will be set up next month. Hartz asked if the 911 system is connected to ProPhoenix. They are not directly connected but 911 and ProPhoenix work in conjunction with one another.

c. Noise ordinances

The Police Department provided the relative noise ordinances per Commissioner Pienkos' request last month. There was some discussion regarding enforcing radio, bar and motorcycle noise.

d. Proposed demerit system for liquor licenses.

Chief Rasmussen has proposed setting up a demerit system for liquor licenses. The City Attorney has proposed it to the City Council and they are looking into setting up a proper demerit system. Hartz reviewed demerit systems in other cities. He asked if we can print out a

breakdown of where incidents occur within the city. Bittner agreed that it would be nice to tie down the incident to a location. A report can be run for each legal license establishment.

e. Capital updates

City Administrator Jordan said the Capital Improvement money should be available next month.

f. 4th of July weekend report.

The State Park was very busy this weekend with approximately 10,000 people and only 2 DNR rangers. There were cars parked on the roadway with drinking and fireworks. The park is located in the city's jurisdiction so the department had to step in and help out over the weekend. Next year the Police Department will reach out to the DNR agents and work out a better situation for the 4th of July weekend. The Police Department went to 370 calls from Thursday until Monday morning. It was a very busy weekend.

g. Resignation letter from Reserve Officer Brannodyn Mullikin.

Gramm motioned to accept Reserve Officer Brannodyn Mullikin's resignation; Bittner seconded. Motion carried 4-0.

h. Thank you letters.

Received Thank You letter for Officer Walser regarding Clark Gas Station.

i. Monthly Activity report for 2014:

Next month the police department will provide a separate report for calls to liquor license establishments. Pienkos noticed that assists to Fires and EMS went up in June. Chief Rasmussen advised that is because the Police Department tries to assist with every call.

2014 Dispatch activity for June: Telephone calls-	4,398	911 Calls-	278	Window assists-	936
2013 Dispatch activity for June: Telephone calls-	4,347	911 Calls-	267	Window assists-	1,123

2014 Patrol activity for June: Calls for service-	1,960	Arrests-	210
2013 Patrol activity for June: Calls for service-	1,822	Arrests-	273

j. Items to be forwarded to City Council.

Monthly reports, 911 system up and running, and demerit system.

8. Fire Department Business

a. Approval of bills for the Month of June 2014. Operating in the amount of \$67,613.89, capital \$388.78, fire hydrant rental of \$57,173.00, for a total of \$125,175.67.

Bittner motioned to approve the bills for the month of June 2014, Hartz seconded. Hartz questioned account 11-22-00- 5134-Workmen Compensation Insurance. Chief Connelly stated that he did not know the answer and Comptroller Peg Pollitt was out of the office. He will clarify the amount next month. Bittner stated that he wanted to make sure the Fire Department and Police Department do the appropriate documentation to hold their department accountable for their daily activities.

Roll call vote: Bittner – Y, Gramm – Y, Hartz – Y, Pienkos – Y. Motion carried 4-0.

b. Answer to Questions Regarding Fire Inspection Billing Revenue.

The Fire Department changed their software package and I-pads so there was a 3 month lag to get all the data entered into the RMS system. As of June 24, 2014 approximately \$13,000 has been sent to city hall for invoicing so the billing process is catching up to the inspections.

c. Answer to Questions Regarding Status of New Fire Protection Ordinance.

A letter has been sent to the State by the City Attorney requesting that some of our codes be accepted that than the Uniform Commercial Building Codes. The Fire Department is currently waiting for a response from the State regarding recognizing our current ordinances. The variances with the State are mostly construction related. The State codes are uniform throughout the state.

d. Accept following donations—

- \$275.00 donation from Lake Geneva Chamber of Commerce for participation in Winter Fest Activities.
- \$200.00 Donation from Eastview Student Council.
- Accept service donation for tire change from Larry's Towing and Recovery (\$60.00).

Gramm motioned to accept the donations, Hartz seconded the motion. Motion carried 4-0.

e. Monthly Activity Report

Chief Connelly handed out the activity report at the meeting. Town of Geneva Liaison asked what four calls were sent to the Town of Geneva. Chief Connelly believed there were two Paratech calls, a moped accident and grass fire.

f. Paratech Report. No action taken.

g. EMS Medical Billing and Stark Report.

Chief Connelly asked if the questions were answered by Eric Kiefer regarding EMS billing last month and the Commission stated they were.

h. Thank you cards and letters- See Donation Lake Geneva Chamber of Commerce.

No Action taken.

i. Items to be forwarded to City Council.

Monthly activity report.

9. Agenda items for the next regular meeting.

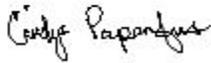
Tour areas of the Police Department. Demerit System.

Fire Inspection Billing Revenue, Fire Protection Ordinance, Geneva Township meeting, Workman's Comp Disability Account.

10. Adjourn

Bittner motioned to adjourn the meeting; Gramm seconded. Motion carried 4-0. Meeting adjourned at 7:55 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Cindy Papenfus". The signature is written in a cursive, slightly slanted style.

Cindy Papenfus
Administrative Assistant

c: Police Chief
Fire Chief
Commissioners-file
Commission Liaisons
City Administrator
City Clerk
City Comptroller
Council Members - Mayor