

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING MINUTES
THURSDAY, JUNE 9, 2011, 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 7:06 p.m. by President Chesen.

2. Pledge of Allegiance

Pledge was led by Commissioner Madson.

3. Roll Call

Commissioners present: Madson, Pienkos, Elliott, Jacobs, and Chesen.

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

5. Acknowledge Correspondence

a. Letter from the Lake Geneva Police Association

President Chesen read a letter from the Association advising the Commission of the new Association Officers. President is Jeff Nethery, Vice President is Seth Keller, Secretary is Courtney Bonk, and Treasurer is Kara Richardson.

6. Approval of minutes from the regular meeting May 5, 2011

Pienkos motioned to approve the minutes, Elliott seconded. Motion carried 5-0.

7. Final 2010 budget numbers for the Police and Fire Departments

Commissioner Jacobs asked Chief Rasmussen how the revenue for Grants and Seizures compared to previous years. Chief Rasmussen said 2010 exceeded all other years. There was no action taken.

8. Police Department Business:

a. Approval of bills for the Month of May 2011. Operating in the amount of \$179,784.64

Madson motioned to approve the bills, Elliott seconded. Roll call vote: Madson – Y, Pienkos – Y, Elliott – Y, Jacobs – Y, Chesen – Y. Motion carried 5-0.

b. 911/Telephone System

Chief Rasmussen said that AT&T expects to have replacement parts for our 911 system for the next 18 to 24 months and have replacements parts for the phone system for four years. The estimated cost to replace both is \$150,000.00 to \$170,000.00. This will be on the agenda again next month for an update.

c. Dictaphone Recording System

Chief Rasmussen advised the new system has been installed and is working very well.

d. Radio Repeater replacement

Chief Rasmussen said Council approved this to be paid for out of contingency and it's been ordered. He added the Police Department is using the loaner until the new one arrives so everything is working.

e. Capital Projects update

Council Liaison Krause said that the City received the highest rating possible for a city our size, it's an A2 rating. The Council put a cap on the bonding and it's under that cap so hopefully it will be approved Monday night and the funding will be available in mid July. Chief Rasmussen requested that Commissioners attend the Council meeting if possible.

f. State Budget Bill Update

Chief Rasmussen said this is still pending in Madison but should have some resolution by the next meeting. It appears that the legislative committee has now included all law enforcement officers, rather than just the union members. It is still changing, nothing is definite.

g. New Squad Car update

Chief Rasmussen said one of the new squads is here and the other is in Chicago and should be here next week. Squad 205 is out of service and almost stripped. This car is going to be given to the fire department. The new car arrived without electric seats, but the dealer is fixing that.

h. Approve policy number 4-5-14 Electronic Control Device

Chief Rasmussen advised the Commission that training started today and the officers will not be tased. Commissioner Madson asked that DAAT be spelled out in the Policy description paragraph. Madson also said that under "Procedures; Part B, sub 2, sub c", first sentence should end after great bodily harm and delete the remaining text. Commissioner Pienkos asked if an attorney reviewed the changes or was it just reviewed internally. Chief advised it was reviewed internally. Jacobs motioned to approve the policy with the two changes, Elliott seconded. Motion carried 5-0.

i. Approve policy number 1-3-38 Knox Box Policy

Chief Rasmussen said this is very similar to the policy Chief Connelly drafted. The Police Department modified it so it would fit into the police department policies. Pienkos motioned to approve, Elliott seconded. Motion carried 5-0.

j. Accept resignation of Reserve Officer Ryan Halsted

Pienkos motioned to accept the resignation, Madson seconded. Motion carried 5-0. Roll call vote: Madson – Y, Pienkos – Y, Elliott – Y, Jacobs – Y, Chesen – Y. Motion carried 5-0.

k. Monthly Activity reports

Chief Rasmussen said this was going to be brought up at the earlier meeting, but time ran out. Donna Wisniewski will put together a packet and mail out to the Commissioners prior to next month's meeting and this can be discussed then. There was some discussion about what the noise complaints are if there was an ordinance about the noise created by motorcycles.

9. Fire Department Business:

a. Approval of bills for the Month of May 2011. Operating in the amount of \$42, 228.37 and hydrant rental in the amount of \$56,980.92, for a total of \$99,209.29

Elliott motioned to approve the bills, Madson seconded. Roll call vote: Madson – Y, Pienkos – Y, Elliott – Y, Jacobs – Y, Chesen – Y. Motion carried 5-0.

b. Revenue Report for POP Program

Chief Connelly said Council Liaison Krause asked for a revenue report. Chief prepared a report for the Commission that showed revenue for the last three years. The biggest year was 2010 with revenue of \$177,283.00. Chief explained that fuel costs may be increased because the day time crews go out and train more.

c. Accept donation of \$500.00 from the Geneva Lake Women's Association to purchase an ice rescue suit
Pienkos motioned to accept the donation with thanks, Madson seconded. Roll call vote:

Madson – Y, Pienkos – Y, Elliott – Y, Jacobs – Y, Chesen – Y. Motion carried 5-0.

d. Approve the purchase of an ice rescue suit out of donated money

Chief Connelly requested to use the above \$500.00 and an additional \$300.00 out of donated money to purchase an ice rescue suit. Pienkos motioned to approve, Elliott seconded. Roll call vote:

Madson – Y, Pienkos – Y, Elliott – Y, Jacobs – Y, Chesen – Y. Motion carried 5-0.

e. Memorandum of Understanding between the Lake Geneva Fire Department and Paratech Ambulance for coverage in Geneva Township

Chief Connelly took the recommendations from Attorney Draper's memo and amended the MOU.

Jacobs said the memo from Attorney Draper was very confusing and appears to be missing some verbiage. Jacobs said in the first paragraph, after "Lake Geneva Fire Department (LGFD)"; "agrees to provide but is not obligated" needs to be inserted. Chief Connelly said he agreed and would forward this back to Draper and bring back to the Commission next month.

f. Fire Inspection Fee Ordinance

Chief Connelly said this is on the agenda for Council Monday night if approved by the Commission.

Jacobs motioned to approve, Elliott seconded. Motion carried 5-0.

g. Correspondence from Reliant Fire Apparatus regarding the 2011 Pierce Tower Ladder Truck

Chief Connelly said that Council Liaison Krause asked for a letter confirming that the ladder truck that was demonstrated was still available to purchase. Chief provided a copy of the correspondence from Reliant Fire Apparatus confirming that it is. Pienkos motioned to allow Mayor Connors to speak, Elliott seconded. Motion carried 5-0. Mayor Connors said that Moody's advised the City's bond rating came in at AA2, so the rate should be under 3% and the threshold was 3.27. Chief Connelly said he hasn't started looking into getting rid of the old truck until the new one is approved.

h. Accept resignation from Joe Larson

Elliott motioned to accept, Jacobs seconded. Motion carried 5-0.

i. EMS Committee report

Chief Connelly said that Captain Peters is still waiting for some numbers and the report should be ready next month.

j. Capital Projects update

Chief said the vote for the bond issue will be held on Monday, June 13, and would like support from the Commissioners.

k. Succession planning – No update

l. Approval of Knox Box Policy

Madson motioned to approve, Pienkos seconded. Motion carried 5-0.

m. Review and approve policy for Community Relations Cards

Chief Connelly said the fire department would like to start sending get well or condolence cards to patients/families that they assist. This will be done in conjunction with the Union. Elliott motioned to approve, Madson seconded. Motion carried 5-0.

n. Approve leave of absence request from Patrick Heindl and discuss fund raisers for him

Chief Connelly asked that this request be approved, effective today's date. He added that the fund raiser held at Champ's was a success and there are two more scheduled; one June 25, at the bowling alley and one August 29, at Hawksview. Pienkos motioned to approve the leave of absence, Elliott seconded. Motion carried 5-0.

o. Monthly Activity Report

Chief Connelly also handed out a brief report about the number of calls handled during the severe weather. In a 24 hour period of time there were 14 calls and 11 of them were weather related.

p. Paratech Report – No questions or discussion

10. Motion to go into closed session per Wisconsin State Statute 19.85(1)(f), Considering medical information to specific persons which if discussed in public would have a substantial adverse effect upon the reputation of person referred to: specifically Police Department employee

Elliott motioned to go into closed session and include Chief Rasmussen and Council Liaison Krause, Madson seconded. Roll call: Madson –Y, Pienkos – Y, Elliott – Y, Jacobs – Y, Chesen – Y. Motion carried 5-0 at 8:09 p.m.

11. Motion to return to open session under Wisconsin State Statute 19.85(2)

Elliott motioned to return to open session, Madson seconded. Roll call: Madson –Y, Pienkos – Y, Elliott – Y, Jacobs – Y, Chesen – Y. Motion carried 5-0 at 8:20 p.m.

12. Agenda items for the next regular meeting July 7, 2011

Items to go to Council, 911/Telephone System, capital projects update for police and fire, State budget bill, succession planning for police and fire, weekend arrest statistic reports, Memorandum of Understanding with Paratech, EMS Committee report, Fire Inspection Fee ordinance, Boundary change for Fire and EMS in Geneva Township, Web page for the Commission.

13. Adjourn

Pienkos motioned to adjourn, Madson seconded. Motion carried 5-0 at 8:25 p.m.

Respectfully Submitted,
Donna Wisniewski
Administrative Assistant

c: Police Chief
Fire Chief
Commissioners-file
Commission Liaison's
City Administrator, Clerk, Comptroller, Council Members

