

**LAKE GENEVA POLICE AND FIRE COMMISSION
MEETING MINUTES
THURSDAY FEBRUARY 6, 2020, AT 6:00 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

The meeting was called to order by Commissioner Connors at 6:02 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Administrative Assistant Papenfus

3. Roll call

Commissioners Connors, Horne and Saul were present. Commissioners Pollard and Jordan and Police and Fire Liaison Skates were excused. Police Chief Rasmussen, Fire Chief Peters, Fire Captain Detkowski and Administrative Assistant Papenfus were also 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 the regular meeting minutes of January 9, 2020

Horne motioned to approve the regular meeting minutes of January 9, 2020. Saul seconded. Motion carried 3-0.

7. City Council Report - None

8. Fire Department Business

a. Approval of bills for the month of December 2019, additional expenditures in the amount of \$21,438.77

Horne motioned to approve the bills for the month of December 2019. Saul seconded. Roll call vote: Connors – Y, Horne-Y, Saul-Y. Motion carried 3-0.

b. Approval of bills for the month of January 2020, operating in the amount of \$82,818.11, Equipment purchases in the amount of \$4,363.01, for a total of \$87,181.12

Connors motioned to approve the bills for the month of January 2020 with a carry forward to be presented on the 2019 car 2. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0. Chief Peters noted that carry forwards for IT equipment, communications and Car 2 will be presented at next month's meeting.

c. Discussion -2019 EMS medical billing/Stark medical billing – No discussion.

d. Discussion - EMS call summary report – No discussion

e. Discussion/Action – Monthly Chief's Update and Fire Department Report Overview

Chief Peters presented the monthly fire department report. The company personnel spotlight was for FF Paul Schilb, who is a certified firefighter, apparatus engineer, fire inspector and paramedic. He is a career firefighter/paramedic in Rock County. Chief Peters reviewed the personnel highlights, community events and notable calls for service.

f. Discussion/Action- Chief Peters 2020 goals

Connors motioned to approve Chief Peters' three original goals for 2020 as submitted by Chief Peters. Saul seconded. Motion carried 3-0.

Chief Peters' 2020 goals were reviewed from last month. Horne stated that the goals were subjective but he would like some measurable goals as well. After some discussion, it was decided to continue with the original 2020 goals as presented last month.

g. Discussion/Action- Purchase of Air Boat

Captain Detkowski stated that one quote was received from Diamondback Industries and the department is waiting for two additional quotes.

h. Discussion/Action - Approval of resignation from FF/EMT Tim Long

Horne motioned to approve the resignation of FF/EMT Tim Long. Saul seconded. Motion carried 3-0.

i. Discussion/Action -- Thank you notes and Acceptance of Donations

- Thank you – Avant Cycle
- Thank you –EMS Call (FF/PM Ferger, FF/PM Krepelan, FF/EMT Wolff)
- Thank you –Covenant Harbor
- Thank you and Donation - Lakeland Community Church

Horne motioned to accept \$750.00 donation from Lakeland Community Church. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0.

j. Items to be forwarded to city council

Monthly expenditures, EMS call summary report and thank you notes.

9. Police Department Business

a. Approval of bills for the month of December 2019, additional expenditures in the amount of \$6,203.75
Horne motioned to approve the bills for the month of December 2019. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0.

b. Approval of bills for the month of January 2020, operating in the amount of \$378,587.41, Equipment purchases in the amount of \$9,564.98, for a total of \$388,152.39

Connors motioned to approve the bills for the month of January 2020. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0.

c. Discussion/Action – Full time Patrol Officer Eligibility List

Connors motioned to approve 2020 eligibility list.

Connors motioned to approve 2020 eligibility list. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0.

Connors moved to amend the motion to approve the 2020 eligibility list for six months. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0.

Connors referred back to the original motion of the 2020 eligibility list with a six month cycle.

The 2020 full time police officer eligibility list was handed out and the first two applicants will be hired pending the background checks and psychological exams. Chief Rasmussen stated that 17 applicants were interviewed over two nights. Both the PEER interview and the Command Staff interviews were held. The eligibility list was handed out and the first applicants will be hired, however, they will be sponsored for the police academy and will not be ready for summer. Connors asked if any applicants could possibly be hired as PT officers. Chief Rasmussen advised that it is possible, but they would have to be sponsored for the academy. After the first motion, Chief Rasmussen asked for the eligibility list to be extended for six months.

d. Discussion/Action – Chief Rasmussen 2020 goals

Saul motioned to approve the three 2020 goals for Chief Rasmussen. Horne seconded. Motion carried 3-0.

Chief Rasmussen referred to his 2020 goals that were handed out last meeting. Saul suggested trying to present a more positive light on what the police department does for the community. Chief Rasmussen's goals were discussed and it was agreed to continue with the original goals presented at last month's meeting.

e. Discussion/Action – Telecommunication Training Compensation

Horne motioned to approve FTO training pay of \$2.00/hour (covered by the budget) to qualified training Telecommunicators when working with a new hire. Saul seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0.

Chief Rasmussen stated that a \$2.00/hour premium pay for training officers was put into the union contract. The telecommunicators asked if they could receive \$2.00/hour premium pay as well when training new telecommunicators. Chief Rasmussen stated the cost would be approximately \$960.00/year for 12 weeks of training. Chief Rasmussen advised that telecommunicators need to be qualified for training.

f. Discussion/Action - Accept letter of resignation from Officer Shannon Gee

Horne motioned to accept the letter of resignation from Officer Shannon Gee. Connors seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0.

g. Discussion/Action – SRO Crime Prevention Program K-8

Saul motioned to purchase \$400.00 of gift cards from the Crime Prevention Fund for an Anti-Vaping campaign. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0.

Chief Rasmussen stated that the middle school has a serious vaping issue. The middle school is holding anti-vaping classes and Officer Greetham is working on an anti-vaping campaign. Anti-vaping posters have been ordered and there will be a poster contest. Chief Rasmussen asked for approval to spend \$400.00 for gift cards to be presented to the award winners. The money would come from the Crime Prevention account.

h. Discussion/Action – Accept donation/Thank you from Lakeland Community Church in the amount of \$750.00

Connors motioned to accept \$750.00 donation from Lakeland Community Church. Horne seconded. Roll call vote: Connors-Y, Horne-Y, Saul-Y. Motion carried 3-0.

Horne asked if the department had any thoughts on how to use the donation. Chief Rasmussen advised that one of the possibilities would be use the to start the Honor Guard, as the donation was meant to honor Law Enforcement.

i. Discussion/Action – Thank you notes

- Michelle Nash-Community Outreach Committee
- The Anderson's (Sgt Derrick/Officer Bouland)

No discussion-Action

j. Discussion/Action Discussion - Chief's report (briefing only - no action will be taken)

Chief Rasmussen noted that Winterfest was the busiest that he had ever seen Lake Geneva but there were no major incidents reported.

k. Discussion/Action – 2019 yearend report

The 2019 report should be ready in March.

l. Discussion/Action – Dispatch backup update

Our dispatch center is now the 911 backup for Walworth County and their overflow phone lines. They are still working on bringing the equipment here and it will be a six-month process to complete.

m. Discussion - Chief's top monthly incidents – No discussion

n. Discussion - Monthly activity reports – No discussion

2020 Dispatch activity for January 2020: Telephone calls - 2,312 911 Calls - 165 Window assists - 632
2019 Dispatch activity for January 2019: Telephone calls - 2,395 911 Calls - 194 Window assists - 707

2020 Patrol activity for December 2020: Calls for service - 1,410 Arrests - 268
2019 Patrol activity for December 2019: Calls for service - 1,414 Arrests - 93

o. Items to be forwarded to City Council

Expenditures, Chief's top monthly report and activity reports

10. Agenda items for the next regular meeting Thursday March 5, 2020

None at this time

11. Adjourn

Horne motioned to adjourn the meeting. Saul seconded. Motion carried. Meeting adjourned at 7:10 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

MINUTES NOT OFFICIAL UNTIL APPROVED AT THE NEXT POLICE AND FIRE COMMISSION MEETING