



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

POLICE AND FIRE COMMISSION MINUTES

THURSDAY, JUNE 4, 2020 – 6:00 P.M.

CITY HALL, COUNCIL CHAMBERS

Commission Members: President Jim Connors, Vice President Ted Horne, Commissioners: Brian Pollard, Chuck Saul and Spyro Condos, Police and Fire Liaison Joan Yunker

THE MEETING WAS HELD VIRTUALLY TO HELP PROTECT OUR COMMUNITY FROM THE CORONAVIRUS (COVID-19) PANDEMIC.

1. Call Meeting to Order

The meeting was called to order by Commissioner Connors at 6:01 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Condos

3. Roll Call

Commissioners Connors, Pollard, Saul and Condos were present. Commissioner Horne was excused. Police and Fire Liaison Yunker, Police Chief Rasmussen, Fire Chief Peters, Fire Captain Detkowski, Mayor Klein and Administrative Assistant Papenfus were also present.

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

5. Acknowledge Correspondence - NONE

6. City Council Report – Alderperson Yunker had nothing to report

7. Approval of the Regular Meeting Minutes of May 7, 2020

Saul motioned to approve the regular meeting minutes of May 2020. Connors seconded. Motion carried 4-0.

8. Police Department Business

a. Approval of bills for the month of May 2020, operating in the amount of \$265,651.05, Equipment purchases in the amount of \$(1,255.00), for a total of \$264,396.05

Connors motioned to approve the bills for the month of May 2020. Condos seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y. Motion carried 4-0.

b. Discussion – Police Department COVID-19 report

Chief Rasmussen stated that the department continues to limit minimal contact with the public due to COVID-19 and the department has remained healthy. Condos asked if there was a plan in place for employee testing. Chief Peters stated that there is a “return to work” approach as set through CDC guidelines. No employee testing is in place at this time.

c. Discussion/Action – Accept resignation of Telecommunicator Kevin Fallon

Connors motioned to accept the resignation of Telecommunicator Kevin Fallon. Saul seconded. Motion carried 4-0.

d. Discussion/Action – Action donation from Jerky Outlet

Saul motioned to accept the donation from Jerky Outlet. Condos seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y. Motion carried 4-0.

Chief Rasmussen stated that Jerky Outlet wanted to donate some Jerky to the department during the COVID outbreak and collected matching donations in the amount of approximately \$400.00.

e. Discussion/Action – Accept donation and Thank you from the family of Bob Meyerhofer
Saul motioned to accept the donation from Bob Meyerhofer. Condos seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y. Motion carried 4-0.
The family of Bob Meyerhofer donated money for Mr. Meyerhofer’s 80th birthday drive.

f. Discussion – Chief’s Report (briefing only – no action will be taken)
Chief Rasmussen said 2020 has been a busy year from the pandemic to civil unrest. There was a peaceful get together June 3, 2020 downtown. There was a shooting last week and the department has asked for a warrant and for assistance from the US Marshalls to locate the suspect. Condos said the Department did a great job with the protest and thanked the County for assisting.

g. Discussion – Chief’s Top Monthly Incidents – No discussion

h. Discussion – Monthly activity reports – No discussion

2020 Dispatch activity for May 2020:	Telephone calls –2,871	911 calls - 283	Window assists – 540
2019 Dispatch activity for May 2019:	Telephone calls –2,970	911 calls - 314	Window assists – 1,010
2020 Patrol activity for May 2020:	Calls for Service – 1,842	Arrests – 147	
2019 Patrol activity for May 2019:	Calls for Service – 1,713	Arrests – 142	

i. Items to be forwarded to City Council
Expenditures, Top five monthly incidents, Activity reports

9. Fire Department Business

a. Approval of bills for the month of May 2020, operating in the amount of \$119,724.04, Equipment purchases in the amount of \$1,482.20, for a total of \$121,206.24
Saul motioned to approve the bills for the month of May 2020. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y. Motion carried 4-0.

b. Discussion – EMS Medical Billing/Stark Medical Billing – No discussion

c. Discussion – EMS Call Summary
Condos asked if calls were up for the month. Chief Peters advised that the calls have been up but are getting back to normal.

d. Discussion/Action – Monthly Chief’s Update and Fire Department Report Overview
The personnel spotlight was for FF/EMT Piper Lindner-Turnage, who joined the department in 2019. She has since obtained her EMT licensure and Firefighter 1 certification. The department continued to offer over 30 birthday drive-by celebrations during the month of May. Chief Peters reviewed the department’s anniversaries and notable calls for service.

e. Discussion/Action – COVID-19 Update
The department has started doing fire inspections using the proper COVID-19 precautions. Chief Peters also advised that a new training plan is going to be put in place, limiting training to only 10 employees at a time, rather than the entire department. Saul asked if any employees had gotten the virus. Chief Peters advised that some employees were tested but received negative results.

f. Discussion/Action – GUV Chamber
Chief Peters advised that the Fire Department received an ultraviolet mask sanitizer from the State, which will be used by the entire county. The masks are put into the sterilizer and the virus is killed by the ultraviolet light.

g. Discussion/Action – 2019 Annual Report
The 2019 annual report will be emailed to the Police and Fire commission members for review and discussed at next month’s meeting.

h. Discussion/Action – Acceptance of Lexipol Policies

903 Communicable Diseases (update)

1024 Workplace Violence (update)

Connors motioned to approve Lexipol Policy 903 Communicable Diseases and Lexipol Policy 1024 Workplace Violence as updated. Saul seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y. Motion carried 4-0.

i. Discussion – Gabe Walton Eagle Scout Project

Captain Detkowski stated that Gabe Walton contacted the Fire Department to sponsor his Eagle Scout Project. The project has been expedited and all rules were bypassed because Gabe designed a facial shield for the Coronavirus. More than 1000 masks have already been distributed to health care professionals, who say the shields are more comfortable than the ones currently being used. Gabe Walton will present his project to the Commission in the near future.

j. Discussion – Thank you Notes and Donations

Hansen Family

Joe & Liz Doyle (The Candle Mercantile)

Elaine Johnson and Debbie Cobian

Tegan

Emma Derrick

Ben Peters

Bob Meyerhofer - \$50.00

Mike Koch - \$250.00

Jeff Binkert, House of Harley-Davidson - \$500.00

Richard Brietenfield – gift cards (unknown amount)

1251 Townline Road neighborhood

a. Connors motioned to approve the Bob Meyer donation in the amount of \$50.00. Saul seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y. Motion carried 4-0.

b. Saul motioned to approve the Mike Koch donation in the amount of \$250.00. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y. Motion carried 4-0.

c. Saul motioned to approve the Richard Binkert-House of Harley-Davidson donation in the amount of \$500.00. Condos seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y. Motion carried 4-0.

d. Saul motioned to approve the Richard Brietenfield gift cards from Little Caesar's and Dairy Queen. Pollard seconded. Roll call vote: Connors-Y, Pollard-Y, Saul-Y, Condos-Y. Motion carried 4-0.

k. Items to be forwarded to City Council

Expenditures, Monthly report, COVID-19 update, GUV Chamber, Gabe Walton Eagle Scout Project donation and Thank you notes and donations.

10. Adjourn

Saul motioned to adjourn the meeting. Condos seconded. Motion carried 4-0. Meeting adjourned at 6:41 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