



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

**POLICE AND FIRE COMMISSION MINUTES
THURSDAY, MAY 7, 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

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

AGENDA

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 Administrative Assistant Papenfus
3. Roll Call
Commissioners Connors, Pollard, Jordan, Horne and Saul were present. Police and Fire Liaison Yunker, Police Chief Rasmussen, Police Lieutenant Gritzner, Police Lieutenant Way, Fire Chief Peters, 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 - NONE
5. Acknowledge Correspondence - NONE
6. Approval of the Regular Meeting Minutes of April 9, 2020
Horne motioned to approve the meeting minutes of April 9, 2020. Saul seconded. Motion carried 5-0.
7. City Council Report
Liaison Yunker thanked Chief Peters and Lieutenant Gritzner for their Covid-19 presentation at the City Council meeting.
8. Welcome newly appointed Commissioner Spyro Condos
Connors welcomed back Commissioner Condos
9. Election of Officers: President and Vice President
Pollard made a motion to nominate Connors as President. Condos seconded the nomination. There were no further nominations. Nomination carried 5-0.

Connors motioned to nominate Horne as Vice President. Saul seconded the nomination. There were no further nominations. Nomination carried 5-0.

10. Fire Department Business
 - a. Approval of bills for the month of April 2020, operating in the amount of \$81,365.11, Capital purchases in the amount of \$6,225.00, Equipment purchases in the amount of \$54,035.40, for a total of \$141,625.51.
Horne motioned to approve the bills for the month of April 2020. Connors seconded. Roll call vote: Connors-Y; Horne-Y; Pollard-Y; Saul-Y, Condos-Y. Motion carried 5-0.

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

c. Discussion – EMS Call Summary – No discussion

d. Discussion/Action – Monthly Chief’s Update and Fire Department Report Overview

Chief Peters presented the monthly report. Firefighter/Paramedic Ferger Olsen was the monthly personnel spotlight. Firefighter Olsen joined the department April 2020 and obtained her Associates Degree from UW-La-Crosse in 1997 and completed her Paramedic training at UW-Madison in 2001. The department highlighted community and department events. During the Covid-19 Safer at Home regulations, the Fire Department offered Birthday drive-bys and has partnered with Town of Geneva Police and the City of Lake Geneva. Chief Peters reviewed the notable calls and calls for service.

e. Discussion/Action – COVID-19 Update

Chief Peters noted that there are approximately 215 cases of the Coronavirus in Walworth County with 9 deaths. He noted that with or without the Stay at Home Order, the department would still operate the same with protective gear and decontaminating their equipment. They are currently preparing a fast track FEMA grant for up to \$40,000. The grant would be used for extra expenses incurred because of the pandemic. The department would be looking at purchasing two ionizers for the ambulances, purchasing a UV machine and an extractor washing machine.

f. Discussion/Action – 2020 Budget & CARES Act

Chief Peters stated that the department received a direct deposit of \$13,169.32 from the CARES Act to help with Medicare and Medicaid patient expenditures. The money needed to be used for public health emergencies but cannot be used for any budget projects and must be used between March 1, 2020 and December 30, 2020. It will be used to offset costs for additional sanitizers, PPE’s, gowns, and respirators.

Chief Peters also stated that he recently received a memo from the Comptroller requesting that each department look at their Capital, Equipment and Equipment Outlay budgets for any cost savings that could be utilized due to the potential money shortfall from the COVID-19 pandemic. Chief Peters reviewed the items in each of these accounts and stated that they were all items that needed to be replaced on a timely basis. The Air boat purchase could be pushed out until the fall. Chief Peters also indicated that there would be initial budget savings including lower fuel costs, training costs, inspector costs and increased ambulance revenue.

g. Discussion/Action – Thermal Imaging Cameras Purchase

Horne motioned to recommend the purchase of four thermal imaging cameras at the cost of \$6,905.00 per unit for a total of \$27,620.00. Saul seconded. Roll call vote: Connors-Y; Horne-Y; Pollard-Y; Saul-Y, Condos-Y. Motion carried 5-0.

Chief Peters said the department received two quotes for the thermal imaging cameras. Department members evaluated both cameras and chose the cameras for \$6,905.00 per unit. Condos asked if the cameras included everything the department needed and Chief Peters advised that the cameras were evaluated by the staff and includes everything that the staff needed. Connors noted that the cost of the cameras were under budget.

h. Discussion/Action- MPESC Paramedic Program as a Field Training Site

Connors motioned to recommend the MPESC Paramedic Program using the Lake Geneva Police Department as a Field Training Site pending City Attorney approval. Pollard seconded. Roll call vote: Connors-Y; Horne-Y; Pollard-Y; Saul-Y, Condos-Y. Motion carried 5-0.

Chief Peters stated that two paramedic students are currently in training at Mercy. Mercy asked if the students could do their ride along time with the Lake Geneva Fire Department. Traditionally the training would be done in Janesville or Beloit but due to the Coronavirus the students cannot go there. Chief Peters is working on getting an agreement with Mercy and will have City Attorney Draper approve the agreement. Chief Peters thinks is a good idea and will give students more exposure to the department.

i. Discussion/Action – Acceptance of resignation from probationary FF/PM Jessica Freibergs.

Horne motioned to accept resignation of FF/PM Jessica Freibergs. Connors seconded. Motion carried 5-0.

j. Discussion – Thank you Notes - No discussion

- Mari Escobar
- Mac McBride

k. Items to be forwarded to City Council

Expenditures, Call summary report, Monthly report, Budgets and CARES Act, MPESC Paramedic Program

11. Police Department Business

a. Approval of bills for the month of April 2020, operating in the amount of \$290,381.00, Capital purchases in the amount of \$5,025.00, Equipment purchases in the amount of \$26,330.44, for a total of \$321,736.44.

Horne motioned to approve the bills for the month of April 2020. Pollard seconded. Roll call vote: Connors-Y; Horne-Y; Pollard-Y; Saul-Y, Condos-Y. Motion carried 5-0.

Chief Rasmussen noted that the data budget is already at 60% because of the recent computer virus.

b. Discussion – Police Department COVID-19 report

Chief Rasmussen stated that people are becoming more frustrated with the “Stay at Home” order and the department is waiting for the Supreme Court to make the decision on the order. City Hall is working to prepare an ordinance to enforce the emergency order. Currently any violation of the current order would have to be referred to the District Attorney’s Office for a crime. The District Attorney’s Office does not want these referrals because of concerns about the legality of these charges and it would overwhelm the office regarding these violations. This past weekend was very crowded and people were not following the social distancing order. Condos and Connors both expressed their appreciation to each department for their efforts during this difficult time. Chief Rasmussen has authorized the department to begin making traffic stops again due to the increased bad driving.

c. Discussion/Action – Disposal of recovered property

5 I-pads

Connors motioned to dispose of five I-pads with one I-pad to be used for PD official use and four I-pads to be given to the City Administration for city use as determined. Saul seconded. Roll call vote: Connors-Y; Horne-Y; Pollard-Y; Saul-Y, Condos-Y. Motion carried 5-0.

Five brand new I-pads were received as stolen property from a local store and the store will not take them back per store policy. Chief Rasmussen would like to keep one I-pad for department use and give the remaining four I-pads to the City for their use. Connors suggested that Chief Rasmussen give the remaining I-pads to the City Administration and let him determine the best way to use the I-pads.

d. Discussion/Action – Accept letter of resignation from Part Time Telecommunicator Piper Lindner-Turnage
Horne motioned to accept letter of resignation of Part Time Telecommunicator Piper Lindner-Turnage. Condos seconded. Motion carried 5-0.

e. Discussion/Action – Termination of Part Time Telecommunicator Akilah Baker

Saul motioned to accept termination of Part Time Telecommunicator Akilah Baker. Pollard seconded. Motion carried 5-0.

f. Discussion – Chief’s Report (briefing only – no action will be taken)

Chief Rasmussen reported that the FLR Committee has asked each department to evaluate their Capital Projects, Equipment Outlay projects and Equipment Replacement projects and determine the status of the projects and if they are able to possibly delay or cut any of the projects. Many of the projects are complete or pending. There are places that money can be saved and the department will continue to look into ways to save money. Police Week is scheduled for next week but the Annual Awards Committee was cancelled due to the pandemic.

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

h. Discussion – Monthly activity reports – No discussion/action

2020 Dispatch activity for April 2020:	Telephone calls –2,144	911 calls – 218	Window assists – 267
2019 Dispatch activity for April 2019:	Telephone calls – 2,213	911 calls – 169	Window assists – 763

2020 Patrol activity for April 2020:	Calls for Service – 1,274	Arrests – 28
2019 Patrol activity for April 2019:	Calls for Service – 1,188	Arrests – 60

i. Items to be forwarded to City Council

Expenditures, Chief’s Top Five monthly incidents and Monthly activity reports

12. Adjourn

Pollard motioned to adjourn the meeting. Connors seconded. Motion carried 5-0. Meeting adjourned at 7:09 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

