

**PORT WASHINGTON POLICE & FIRE COMMISSION**  
**Minutes of Regular Meeting Held Monday April 9, 2007**

1. Meeting called to order at 7:02 p.m. Present: Commissioners Nelson, Taucher, Tietyen, and Becker; Chief Mitchell; Chief Thomas; Attorney Kyle Gulya. Excused: Commissioner Gottlieb.
2. There were no public appearances.
3. The minutes of the meeting held on March 12, 2007 were reviewed. Moved by Tietyen, seconded by Becker to approve. Unanimous approval.

**POLICE DEPARTMENT**

1. Moved by Tietyen, seconded by Taucher to go into closed session, authorized as noted by Wisconsin Statutes: "To discuss a personnel investigation involving department employees and its disposition and recommendations, and to discuss disciplinary, social or personal histories of specific persons involved in that investigation, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of specific persons referred to in such histories or data, pursuant to Sections 19.85(1)(c) and (f), Wis. Stat." Voting aye: Nelson, Taucher, Tietyen, Becker. Voting no: none. Closed session convened at 7:04 p.m.
2. Moved by Becker, seconded by Tietyen to adjourn the closed session and reconvene in open session. Voting aye: Nelson, Taucher, Tietyen, Becker. Voting no: none. Open session reconvened at 8:09 p.m. [Attorney Gulya left the meeting at 8:10 p.m.] Moved by Tietyen, seconded by Taucher to direct the chief to arrange for professional training by a representative of the von Briesen & Roper law firm related to department policies on General Order 12.1: employee harassment, harassment, harassment reporting procedures, sexual harassment, and supervisory responsibilities for reported harassment. Unanimous approval.
3. Police Department bills for March 2007 were reviewed. Moved by Tietyen, seconded by Taucher to approve. Unanimous approval.
4. Command and overtime pay for March 2007 were reviewed.  
Command Pay 230.00 hours  
Overtime Pay 122.25 hours
5. The Municipal Court statement was not available.
6. Chief's Report
  - a. Off-Duty Employment: letters have been sent to the PWPB officers who work for the Village of Fredonia, and to the Village of Fredonia President, outlining the department's conditions regulating off-duty employment. Moved by Tietyen, seconded by Becker to direct the chief to bring a resolution requiring sworn officers to submit annual requests for approval of off-duty employment, for consideration at the May commission meeting. Unanimous approval.
  - b. Consolidated Dispatch: New radios will be received at no cost to the city, as part of Nextel's rebanding obligation. The City of Port Washington, City of Mequon and Ozaukee County are considering hiring a consultant to assist with their study of consolidated dispatch. Following additional study and the opportunity for public input, a decision regarding this issue will be made at the August commission meeting.
  - c. Rank Structure: moved by Tietyen, seconded by Becker to approve Resolution # 2007-1, Reclassifying Certain Police Personnel. (see attached pages 3-4) Unanimous approval.
7. The Boater Safety Class begins on April 16 with 22 students registered.
8. Other business: the 125<sup>th</sup> anniversary of the Port Washington Police Department is April 11.

**AMBULANCE DEPARTMENT**

1. Ambulance Department bills for March 2007 were reviewed. Moved by Tietyen, seconded by Becker to approve. Unanimous approval.
2. The year-to-date ambulance budget was reviewed.
3. March 2007 ambulance revenue was \$22,015.89. The year-to-date total is \$51,586.53.

4. March 2007 ambulance calls were reviewed. The chief reported that there is a personnel shortage for daytime ambulance calls, but that the situation will be remedied when three EMT school registrants complete their training in May.
5. There was no other business.

#### **FIRE DEPARTMENT**

1. Fire Department bills for March 2007 were reviewed. Moved by Becker, seconded by Taucher to approve. Unanimous approval.
2. The year-to-date fire budget was reviewed.
3. March 2007 fire calls were reviewed.
4. Chief's Report
  - a. The tanker is leaking; the Street Department will attempt to repair it.
  - b. The Common Council has approved the use of a funding carryover to purchase new Hydraulic Rescue Tools (commonly known as "jaws of life"). A department committee is looking at various options.
  - c. The department's Thermal Imaging Camera has been sent out for repairs.
  - d. Chief Mitchell will attend a Fire Fighting conference during the week of April 16.
5. There was no other business.
6. Moved by Taucher, seconded by Tietzen to adjourn. Unanimous approval. Meeting adjourned at 9:06 p.m.

Respectfully submitted,  
Gina Taucher, Secretary

**PORT WASHINGTON POLICE & FIRE COMMISSION**  
**Resolution No. 2007 - 1**

**A Resolution Reclassifying Certain Police Personnel**

**WHEREAS**, the Police & Fire Commission is authorized to exercise optional powers under sec. 62.13(6), Wis. Stats., including the power to organize and supervise the police department; and

**WHEREAS**, prior to March 6, 2007, § 4.01.000 of the Municipal Code of the City of Port Washington provided, in relevant part, that “[T]he Police Department of the City of Port Washington shall consist of a Chief of Police, a Captain, and four sergeants ...”; and

**WHEREAS**, on March 6, 2007, § 4.01.000 of the Municipal Code was amended by Ordinance No. 2007-2 to provide that “[T]he Police Department shall consist of one Chief of Police and such other officers and personnel as determined necessary from time to time for the good order of the City and for the safety and welfare of the public, subject to final financial approval of the Common Council.”; and

**WHEREAS**, as part of the Strategic Plan for the Police Department, the Chief of Police has recommended to the Police & Fire Commission that the rank structure of the Department be modified to more closely align the Department’s four police sergeants with administration of the Department by reclassifying them as police lieutenants ; and

**WHEREAS**, reclassification of the four sergeants as lieutenants will more accurately reflect their assignments, departmental responsibilities and authority; will help them compete for positions in upper level management schools and academies; and will facilitate their interaction with, and supervision of, personnel from other law enforcement agencies in the event of a critical incident; and

**WHEREAS**, reclassification of the four sergeants as lieutenants will not affect their seniority as members of the administration of the Port Washington Police Department; and

**WHEREAS**, reclassification of the four sergeants as lieutenants will not result in a decrease of their base pay, but may result in such minor increase(s) of the base pay of one or more of them as may be necessary to eliminate any discrepancies in base pay so that, upon final financial approval of such minor increase(s) by the Common Council, all of said lieutenants will earn the same base pay; and

**WHEREAS**, the Commission has determined that the reclassification of the four sergeants as lieutenants will benefit the Department and its officers, and is necessary for the good order of the City and for the safety and welfare of the public,

**NOW, THEREFORE, BE IT RESOLVED** by the City of Port Washington Police & Fire Commission as follows:

1. Reclassification. Effective April 9, 2007, the Police Department's four police sergeants named below shall be reclassified as police lieutenants.
2. Duties. The assignments, responsibilities and authority of the police lieutenants shall be as determined and directed from time to time by the Chief of Police, or, in the Chief's absence, by the Chief's designee.
3. Seniority. The seniority of the four police lieutenants as members of the administration of the Port Washington Police Department shall not be affected by such reclassification, and shall be and remain as follows:

<b>NAME</b>	<b>ADMINISTRATION SENIORITY DATE</b>
Lt. Kevin Hingiss	08-01-94
Lt. Michael Davel	12-05-96
Lt. Thomas Barbuch	02-27-97
Lt. Eric Leet	10-14-97

4. Compensation. The reclassification of the four officers named above as police lieutenants shall not result in any decrease of their base pay, but may result in such minor increase(s) of the base pay of one or more of them as may be necessary to eliminate any discrepancies in base pay so that, upon final financial approval of such minor increase(s) by the Common Council, all of said lieutenants shall earn the same base pay.

Adopted and dated this \_\_\_\_\_ day of \_\_\_\_\_, 2007.

**PORT WASHINGTON  
POLICE & FIRE COMMISSION**

by: \_\_\_\_\_  
Richard Nelson, Chairperson

**ATTEST:**

by: \_\_\_\_\_  
Gina Taucher, Secretary