

**PORT WASHINGTON POLICE & FIRE COMMISSION**  
**Minutes of Regular Meeting Held Monday April 14, 2008**

1. Meeting called to order at 7:00 p.m. Present: Commissioners Nelson, Taucher, Tietyen, Gottlieb and Becker; Chief Mitchell; Chief Thomas; Captain Keller.
2. There were no public appearances.
3. The minutes of the regular meeting held on March 10, 2008 were reviewed. Moved by Tietyen, seconded by Gottlieb to approve. Unanimous approval.

**AMBULANCE DEPARTMENT**

1. Ambulance Department bills for March 2008 were reviewed. Moved by Taucher, seconded by Tietyen to approve. Unanimous approval.
2. The March 2008 ambulance budget was reviewed.
3. March 2008 ambulance revenue was \$18,767.49. The year-to-date total is \$63,780.12.
4. March 2008 ambulance calls were reviewed.
5. Chief Mitchell reported that one of the ambulances was damaged when driving over the collapsible post at the entrance to the bike path. The department four-wheeler was called in to transport the crew to the patient. The ambulance will be repaired.

**FIRE DEPARTMENT**

1. Fire Department bills for March 2008 were reviewed. Moved by Becker, seconded by Tietyen to approve. Unanimous approval.
2. The March 2008 fire budget was reviewed.
3. March 2008 fire calls were reviewed.
4. Chief's Report:
  - a. The new apparatus has been ordered. Estimated delivery for the ambulance is late summer or early fall, and for the pumper/tanker is late fall.
  - b. Personnel: one department member has been placed on military leave, and two members have resigned due to scheduling conflicts. One application has been received and is being reviewed.
  - c. Some department members will attend an advanced fire fighting tactics class, and others attended an ice rescue class. The EMT's are going through the required EMT refresher class in preparation to be re-licensed.
5. There was no other business.

**POLICE DEPARTMENT**

1. Police Department bills for March 2008 were reviewed. Moved by Tietyen, seconded by Becker to approve. Unanimous approval.
2. Municipal Court income for December 2007 was \$12,497.58, and for February 2008 was \$10,380.79. The 2008 year-to-date total is \$18,043.29.
3. There was no Chief's Report
4. The PYPD Annual Report was reviewed.
5. Captain Keller reported on the Records Management Project. After considering two options: the system that is used by Ozaukee County Sheriff's Department, and the current version of the system now used by the PYPD (TiPSS), he and Chief Thomas recommended that the TiPSS system be purchased. The study determined that this system is less expensive, data conversion will be more complete, and the transition for those in the department who use the software will be seamless. Moved by Gottlieb, seconded by Tietyen to authorize the Chief to enter negotiations with TiPSS for phase one of the Records Management System software at a cost not to exceed \$40,000. Unanimous approval.
6. Chief Thomas reported that there will be no charge to non-profit organizations for police services

in parades and festivals. In addition, police reserves will be allowed to direct traffic, but not to handle security at non-profit or for-profit events. Security requests will only be filled by sworn officers. The decision on how to charge for police services at for-profit events will be made by the Common Council.

7. Lt. Barbuch will be the new Police Reserve Unit Advisor.
8. National Peace Officers Day will be recognized in a ceremony on May 15 at St. Peter's Church.
9. A check for \$4665.03 was received from the Wisconsin DNR for 2007 boat patrol reimbursement.
10. The Police Aide job description was reviewed. Moved by Tietyen, seconded by Becker to approve the position, title and job description with these additions: description of work hours and physical work environment, a basic computer skills requirement, and a pre-employment screening requirement. Unanimous approval.
11. Moved by Gottlieb, seconded by Tietyen to go into closed session, authorized as noted by Wisconsin Statutes for: "considering employment, promotion, compensation or performance evaluation of a public employee," WS 19.85(1)(c) Voting aye: Nelson, Becker, Tietyen, Gottlieb, Taucher. Voting no: none. Closed session convened at 8:52 p.m.
12. Moved by Gottlieb, seconded by Tietyen to adjourn the closed session and reconvene in open session. Nelson, Becker, Tietyen, Gottlieb, Taucher. Voting no: none. Open session reconvened at 9:27 p.m.
13. There was no other business.
14. Moved by Taucher, seconded by Becker to adjourn. Unanimous approval. Meeting adjourned at 9:30 p.m.

Respectfully submitted,  
Gina Taucher, Secretary