

PORT WASHINGTON POLICE & FIRE COMMISSION
Minutes of Regular Meeting Held Monday March 10, 2008

1. Meeting called to order at 7:00 p.m. Present: Commissioners Nelson, Taucher, Gottlieb and Becker; Chief Mitchell; Chief Thomas. Excused: Commissioner Tietyen.
2. There were no public appearances.
3. The minutes of the regular meeting held on February 11, 2008 were reviewed. Moved by Becker, seconded by Nelson to approve. Unanimous approval.

AMBULANCE DEPARTMENT

1. Ambulance Department bills for February 2008 were reviewed. Moved by Taucher, seconded by Becker to approve. Unanimous approval.
2. The February 2008 ambulance budget was reviewed.
3. February 2008 ambulance revenue was \$28,531.91. The year-to-date total is \$45,012.63
4. February 2008 ambulance calls were reviewed.
5. Two proposals were received in response to the ambulance bid request, although three companies were invited to bid. Moved by Taucher, seconded by Gottlieb to recommend that the Finance Committee and the Common Council accept the bid from MedTec Ambulance. Unanimous approval.
6. There was no other business.

FIRE DEPARTMENT

1. Fire Department bills for February 2008 were reviewed. Moved by Taucher, seconded by Gottlieb to approve. Unanimous approval.
2. The February 2008 fire budget was reviewed.
3. February 2008 fire calls were reviewed.
4. The 2007 Fire Department Annual Report was reviewed.
5. One proposal was received in response to the request for pumper tanker bids, although three companies were invited to bid. Moved by Becker, seconded by Taucher to recommend that the Finance Committee and the Common Council accept the bid from Pierce Manufacturing. Unanimous approval.
6. There was no other business.

POLICE DEPARTMENT

1. Police Department bills for February 2008 were reviewed. Moved by Gottlieb, seconded by Taucher to approve. Unanimous approval.
2. Municipal Court income for January 2008 was \$7662.50. The 2007 final report has not been received.
3. Chief's Report
 - a. Twelve computer workstations will be replaced as part of city borrowing for 2008.
 - b. The department Dictaphone digital dictation/transcription system, scheduled for replacement this year, will be replaced soon.
 - c. The digital call logger, which records all incoming phone communications, may be replaced, although this is not a high priority.
 - d. A final report on upgrade or replacement of the existing records management system will be presented at the April commission meeting.
4. Secondary Employment was discussed. Chief Thomas presented a report showing the total hours worked for the officers who have secondary employment. He found no violations of the secondary employment policy that was adopted by the commission. A similar report will be presented to the commission twice each year.
5. The meeting between Chief Thomas, Commission Chair Nelson and City Administrator Grams to

- discuss city policy on charging for police services at parades and festivals is scheduled for the week of March 10. The final decision on charging will be made by the Common Council.
6. The sixth Citizens' Academy class graduated on March 5. After this year, Lt. Davel will no longer be academy director. Instead, future academies will be directed by Officer Kajtna.
 7. The 2007 PYPD Annual Report will be presented in April.
 8. The idea of charging a fee for collecting bond money for warrants was discussed. A fee would recoup some of the costs associated with the paper work involved with warrant collection. While this is a decision to be made by the Common Council, commissioners requested that Chief Thomas report on the number of collections that take place at the PYPD at the April meeting.
 9. A new records management clerk/dispatcher is needed in order to fully staff the police building window. The hiring will be postponed while the chief explores the possibility of filling the position under a different classification.
 10. Consolidated Dispatch began successfully with only minor issues, which have been resolved. The new communication system is working well.
 11. There was no other business.
 12. Moved by Gottlieb, seconded by Taucher to adjourn. Unanimous approval. Meeting adjourned at 8:36 p.m.

Respectfully submitted,
Gina Taucher, Secretary