

**City of Port Washington Police and Fire Commission**  
**Minutes of Regular Meeting Held Monday September 14, 2009**

1. Meeting called to order at 7:00 p.m. Present: Commissioners Becker, Taucher, Gottlieb, and Tietyen; Fire Chief Mitchell; Police Chief Thomas. Excused: Commissioner Nelson. In the absence of Commissioner Nelson, Commissioner Tietyen ran the meeting.
2. There were no public appearances.
3. The minutes of the regular meeting held on August 10, 2009 and the Special Meeting held on August 4, 2009 were reviewed. Moved by Becker, seconded by Tietyen to approve. Unanimous approval.
4. On behalf of the Port Washington Police Department and the Police and Fire Commission, Chief Thomas presented Vern Bieber with a certificate and coin in recognition of his lifelong support of the City of Port Washington, stating that Mr. Bieber exemplifies the traits of character that are set forth in the Character Counts program.

**Ambulance Department**

1. Ambulance Department bills for August 2009 were reviewed. Moved by Taucher, second by Gottlieb to approve. Unanimous approval.
2. The ambulance budget through August 2009 was reviewed.
3. Ambulance revenue for August 2009 was \$23,466.87. The year-to-date total is \$178,326.37. The LifeQuest rate increase proposals will be discussed at the October meeting.
4. August 2009 ambulance calls were reviewed.
5. No further Ambulance Department business.

**Fire Department**

1. Fire Department bills for August 2009 were reviewed. Moved by Becker, second by Taucher to approve. Unanimous approval.
2. The August 2009 fire budget was reviewed.
3. The August 2009 fire calls were reviewed.
4. In his 2010 budget memo, Mark Grams asked department heads to prepare two budgets: one with a 0% increase, and one with a 2% increase. The Fire Department budgets have been submitted for review.
5. Fire Chief's report:
  - a. Two personnel have resigned, and three new individuals have joined the department.
  - b. The department currently has two personnel in Firefighter 1 class, and one person each in the EMT-B and Driver/Operator classes.
  - c. The Fire Prevention Week Open House will be held on Sunday October 11, 9:00 a.m. – 1:00 p.m. The annual pancake breakfast will also be held during that time.
6. No further Fire Department business.

**Police Department**

1. Police Department bills for August 2009 were reviewed. Moved by Becker, second by Taucher to approve. Unanimous approval.
2. Municipal Court income for July was \$9,050.58. The year-to-date total is \$56,583.02.
3. Chief's Report
  - a. General Order 1.8.1: Contractual Services and Document Signature Authority has been implemented following review by the City Administrator, Mayor and Common Council. The order was prepared in consultation with the City Attorney.

- b. A vendor, Pro-Phoenix, has been selected for the county-wide records management system. The final decision on cost sharing has been postponed pending the results of several grant proposals.
  - c. The department is on track to be accredited in August 2010.
- 4. Moved by Becker, seconded by Gottlieb to adjourn to 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: Becker, Tietyen, Gottlieb, Taucher. Voting no: none. Closed session convened at 7:34 p.m.
- 5. Moved by Taucher, seconded by Becker to adjourn the closed session and reconvene in open session. Voting aye: Becker, Tietyen, Gottlieb, Taucher. Voting no: none. Open session reconvened at 7:45 p.m.
- 6. There was no other business.
- 7. Moved by Gottlieb, second by Becker to adjourn. Unanimous approval. Meeting adjourned at 7:46 p.m.

Respectfully submitted,

Gina Taucher, Secretary