

City of Port Washington Police and Fire Commission

Minutes of Regular Meeting July 11, 2011

1. The meeting was called to order at 7:00 p.m. by Chairman Nelson. Present: Commissioners R. Nelson, T. Tietyen, B. Becker, and M. Becker. Excused: Commissioner M. Mueller. Also present Fire Chief M. Mitchell and Police Chief R. Thomas.
2. Minutes of the meeting on June 13, 2011 were reviewed. Commissioner B. Becker moved to approve, second by M. Becker. Motion carried.
3. Public appearance: Virginia Taucher thanked the commission members for their cooperation during her tenure as a commissioner. Chief Thomas and Chief Mitchell presented a plaque to Ms. Taucher in recognition of her service on the commission from June 8, 1998, to May 18, 2011.

Ambulance Department

1. Review and approve Ambulance invoices June 2011. Moved by B. Becker, second by M. Becker to approve. Motion carried.
2. Review of Ambulance Department budget year-to-date.
3. Review of Ambulance Department revenue for June 2011.
4. Review of ambulance calls June 2011.
5. Chief Mitchell presented the commission with a copy of a letter from Chuck Happel, State of WI Department of Health, Paramedic Coordinator. The application on behalf of the Port Washington Fire Dept. to upgrade to EMT-Paramedic level service has been granted. The start date will be midnight August 1, 2011. Chief Mitchell stated that the department was ready. The commission thanked Chief Mitchell and his staff for the work they have done on behalf of the city to upgrade the service.
6. No further Ambulance Department business.

Fire Department

1. Review Fire Department invoices for June 2011. Motion by B. Becker, second by M. Becker to approve. Motion carried.
2. Review Fire Department budget year-to-date.
3. Review Fire calls for June 2011.
4. Fire Chief's Report: Personnel - Andrew Siirila will be hired as an EMT-Basic and Cody Penkwitz will be hired as a probationary Firefighter. Interviews will begin with candidates for part-time paramedic positions starting July 25th.
5. No further Fire Department business.

Police Department

1. Police Department invoices for June 2011 were reviewed. Commissioner B. Becker had a question on account 52100-510 amount \$418 (Publications/ Subscriptions). Chief Thomas will research and report at the August 2011 meeting. Motion to approve by B. Becker, second by M. Becker. Motion carried.
2. The Municipal Court statement for April 2011 was reviewed.
3. Police Chief's Report. Chief Thomas submitted a letter moving his retirement date from May 2012 to December 31, 2011. Chief reported that the Bicycle Safety Rodeo was a success with approximately 200 children taking part. There was a lot of support from the community with various donations.
4. Traffic crash data from the intersection of CTH LL and Sunset Road was reviewed. The Chief has recommended flashing stop signs be erected at the intersection for traffic on Sunset Road. The city will pursue a grant for the lights.
5. ProPhoenix records software is up and running at all police agencies in the county.
6. Officer Kirstin Moertl briefed the commission on her work on the Teleserve project.
7. Officer Moertl also briefed the commission on her work developing a procedure to work with homeless persons in the city.
8. Cedar Creek Motorsports in Cedarburg is providing an ATV for department use for patrolling north and south beaches. The unit has been outfitted with red lights.
9. Discussion on the process to follow to hire a police chief. No action taken.
10. Review of Police and Fire Commission rules. Rule 4 requiring the commission secretary to be a member of the commission. A motion was made by B. Becker and second by M. Becker to allow the appointment of a secretary who is not a member of the commission, pending ordinance change by the city council. Motion carried.
11. No further police department business.
12. A motion to adjourn was made by M. Becker, seconded by B. Becker. Motion carried.

Respectfully submitted,

Acting Secretary Terry Tietyen