

# **City of Port Washington Police and Fire Commission**

## **Minutes Regular meeting on February 6, 2012**

### **Roll Call**

At 7:00 P.M. the commission meeting was called to order by Chairman R. Nelson. Roll call: Present – R. Nelson, B. Becker, M. Becker, M. Mueller, and T. Tietyen. Also present Fire Chief M. Mitchell and Police Chief K. Hingiss.

Motion by T. Tietyen second by B. Becker to approve the minutes of the January 9, 2012 meeting. Motion carried on voice vote.

Chairman R. Nelson read a letter from retired Police Chief R. Thomas. Letter placed on file.

### **Ambulance Department**

1. Motion by M. Becker second by B. Becker to approve January 2012 invoices. Motion carried on voice vote.
2. The Ambulance budget for January 2012 was not available for review.
3. Ambulance revenue for January 2012 is \$19,972.64 and an additional amount of approximately \$300 from the TIP program.
4. Ambulance calls for January 2012 were reviewed.

### **Fire Department**

1. Motion by M. Becker second by M. Mueller to approve Fire Department invoices for January 2012. Item reviewed. Motion carried by voice vote.
2. Fire calls for January 2012 were reviewed.
3. Fire Department budget for January 2012 was not available.
4. Chief's report. Chief Mitchell reported that some technical/legal language was being added to the Paramedic Intercept agreement and that it would be circulated for approval by area governmental bodies very soon.

### **Police Department**

1. Motion by M. Becker second by M. Mueller to approve invoices for January 2012. Motion carried on voice vote.
2. Municipal Court statement was reviewed; court revenue for December 2011 was \$2811.84. Total revenue for 2011 is \$72,720.43.
3. Chief Hingiss's report. The department is conducting an internal audit of police evidence. Chief Hingiss has been asked to be an at-large member of the Board of

Directors of Port Washington Fish Day Inc. Starting in March 2012 Chief Hingiss will start quarterly meetings with the public at various locations in the city to be "Coffee with the Chief." Chief Hingiss invited members of the commission to attend. Chief reviewed the Sexual Assault case recently investigated by department members. Chief Hingiss stated that all personnel worked together to complete a complex investigation. Officers Bergin and Nye received the 2011 Sir Robert Peel Award on January 26 for their Problem Oriented Policing project. Officer Craig Czarnecki will receive the Port Washington American Legion Officer of the Year Award on Tuesday February 9<sup>th</sup>.

Training: Officer Nye will attend training "Crime on Computers", Officer Nye will also be in-charge of the department's Honor Guard Team. Officer Knowski will attend training "Police Instructor Development" and will also be a firearms instructor for the department. Officer Matt Keller will attend training for "Police Officer Background Investigations".

4. The chief is in the process of developing a strategy to hire a recruit police officer. The department will develop a Facebook page.
5. Motion by T. Tietzen second by M. Mueller to go into closed session as authorized by WS 19.85 (1)(c). For considering employment, promotion, compensation or performance evaluation data of a public employee that the PFC has jurisdiction or exercises responsibility. Roll call vote: R. Nelson aye, B. Becker Aye, M. Becker Aye, M. Mueller Aye, T. Tietzen Aye, motion carried. Commission goes into closed session.
6. Motion by T. Tietzen second by M. Mueller to reconvene in open session. Roll call vote: R. Nelson Aye, B. Becker Aye. M. Becker Aye, M. Mueller Aye, T. Tietzen Aye. Motion carried. PFC reconvenes into open session. No action to be taken on closed session matters.

Next PFC meeting will be scheduled for March 12, 2012 at 7 p.m. in the Police Department conference room.

7. Motion by T. Tietzen second by M. Mueller to adjourn the meeting. Motion carried on voice vote. Chair Nelson adjourns the meeting.

Respectfully submitted,

/S/

Terry Tietzen