

City of Port Washington Police and Fire Commission

Minutes of Regular Meeting March 11th, 2013

At 7:00 P.M. Chair Rick Nelson called the meeting to order. Present: Chair Nelson, Bruce Becker, Martin Becker, Michael Mueller. Terry Tietyen (absent/excused). Also present were Fire Chief Mark Mitchell and Police Chief Kevin Hingiss.

There were no public appearances, comments or correspondence.

Motion by B. Becker second by M. Becker to approve minutes of the PFC meeting January 2013. No February meeting was held. Motion carried on unanimous voice vote.

AMBULANCE DEPARTMENT

1. Motion by B. Becker second by M. Mueller to approve January/February 2013 ambulance invoices. Motion carried on voice vote.
2. January 2013 Ambulance budget was approved.
3. Review of January/February 2013 ambulance calls.
4. Review of January/February 2013 Paramedic Intercepts.

FIRE DEPARTMENT

1. Motion by B. Becker second by M. Mueller to approve January/February 2013 fire invoices. Motion carried on voice vote.
2. The January 2013 Fire Budget was approved.
3. Review of January/February 2013 fire calls.
4. Fire Chief Mitchell's report:
 - a. Personnel- Michael Grittner has joined the department as a Firefighter. Amanda Digemess has joined the department as an EMT-B. Nathan Tiegs has come off his educational leave of absence and rejoined the department. EMT-P Tyler Christifulli, EMT-B Chris Fullington, and EMT-B Ashly Koller have resigned from the department for other employment opportunities.
 - b. 2013 Equipment Purchases – The Common Council has authorized the purchase of several pieces of equipment for the fire department using borrowed funds that the City has obtained. Already in service are 3 new Physio-Control Life Pak-15 heart monitors. These new units replaced three units that were fifteen years old. All EMS personnel have been trained to operate these units.

- c. Heavy Rescue Squad 453 Replacement-Specifications are being written for the replacement of 453. The specifications have been sent out for bid and should be back sometime in March depending if we add another vendor.
- d. Rescue Dive Boat 468 Replacement – three members of the rescue dive team are doing research on the replacement of the department’s current 15’ inflatable boat. This unit is approaching 30 years old and it will be replaced with a similar size inflatable. The new boat will feature a rigid bottom and slightly larger motor.
- e. Vehicle Exhaust Extraction System – this system will be purchased using funds obtained through a FEMA grant. An environmental and historic building study was required prior to installation of the system. That has been completed and sent to FEMA for their approval. Once the approval has been granted, work can be started on the installation of the system. Twelve vehicles will be using the system, which automatically begins to vent the diesel exhaust, when the vehicle is started.
- f. Chief Mitchell also passed out copies of his 2012 annual report.

POLICE DEPARTMENT

1. Motion by B. Becker second by M. Mueller to approve January and February bills. Motion carried on voice vote.
2. Municipal Court final payment statement for 2012 was reviewed.
3. Chief’s report: Chief Hingiss said work is progressing on a security (card reader) system for the police building as well as video cameras – hopefully complete in April.
4. Office T. Kajtna will be recognized with a Blue Ribbon Award in West Bend on 4/10 for his efforts with the bullying program
5. Building roof and railing upgrade projects will start when the winter weather breaks
6. Captain Keller has received a scholarship through the University of Phoenix
7. Eventually will replace Durango with Ford Interceptor
8. New equipment, graphics, and light bar being installed on some squads and will be phased in
9. New Tip411 system was discussed and is being rolled out. It is a text and email system that will ensure that any incoming tips are anonymous through a third-party vendor and can be sent to officers working on the road.
10. Bike rodeo date is set for 6/27 from 1-4 pm.
11. TRACS (Traffic and Criminal Software program). The software assists officers in squads to enter data directly onto accident reports and citations, and allows for the direct printing of citations in the squads. Goal is for completion of install and training to be complete in June.

****Chair Nelson noted that IF a meeting is required in April, there is a likely chance it will be held on April 15th.**

Motion by M. Becker second by B. Becker to adjourn the meeting, motion carried on voice vote. Chair Nelson adjourned the meeting at 8:18 P.M.

Respectfully submitted,

Michael G. Mueller