

The City of Port Washington Police and Fire Commission

Meeting Minutes May 12, 2014

A. Police and Fire Commission

1. Roll Call. Chair Nelson calls meeting to order at 7 P.M. Present: R. Nelson, M. Becker, B. Malchow, P. Ruth, and T. Tietyen. Also present: Fire Chief Mark Mitchell, Police Chief Kevin Hingiss, and Tim Rasch Sales Manager, EMS Medical Billing Associates, LLC.
2. Election of Officers. For Chairman, T. Tietyen nominates R. Nelson. There were no further nominations. R. Nelson elected Chair unanimous voice vote. For Vice Chair T. Tietyen nominates M. Becker. There were no further nominations. M. Becker elected Vice Chair unanimous voice vote. For Secretary M. Becker nominates T. Tietyen. There were no further nominations. T. Tietyen elected on unanimous voice vote.
3. No Public Appearance or Comments
4. Review of meeting minutes March 10, 2014 and Special meeting March 24, 2014. Motion M. Becker second by B. Malchow to approve. Motion carried on voice vote. Member P. Ruth abstains from vote.

B. Ambulance Department

1. Review of April 2014 ambulance invoices.
2. Review of April 2014 ambulance budget.
3. Review of April 2014 ambulance revenue.
4. Review final 2013 ambulance revenue report.
 - a. 2013 revenue \$477,464.81
 - b. 2012 revenue \$391,916.12
 - c. 2011 revenue \$303,638.58
5. Review final 2013 ambulance revenue vs. expense report
 - a. Total fund expenses \$395,737.21
 - b. Total fund revenue \$477,464.81
 - c. Fund Surplus \$ 81,727.60
6. Review of April 2014 ambulance calls
7. Review of April 2014 Paramedic Intercepts
8. Review documents with EMS representative Tim Rasch. Changes requested by City Attorney Eric Eberhardt have been made. Motion by M. Becker second P. Ruth. Approve the finalized agreement presented May 12, 2014 between the City of Port Washington A Municipal Corporation and EMS Medical Billing Associates, LLC, a Wisconsin Limited Liability Company Milwaukee, WI 53224. Discussion: Mr. Rasch, Chief Mitchell, and Commissioners. Motion carried on unanimous voice vote.

C. Fire Department

1. Review of April 2014 fire invoices
2. Review of April 2014 fire budget
3. Review of April 2014 fire calls.
4. Review recommendation for Fire Department Appointments. Chief's recommendations: FF/EMT-P Joe DeBoer to Lieutenant, FF/EMT-P Todd Dicker to Engineer, and FF/EMT-B Nathan Tiegs and FF Andrew Klopp to Assistant Engineer. Motion B. Malchow second M. Becker to approve Chief Mitchell's recommendations. Motion carried on voice vote.
5. Fire Chief's Report.
 - a. Lt. James Sternemann has retired from the department after 24 years of service.
 - b. The new Squad 453 (Heavy Rescue Vehicle) was delivered to the department at the Pierce facilities on April 21. Equipment is being mounted and training on this apparatus is occurring.
 - c. The Paramedic Intercept Vehicle was delivered April 25 "Medic 455" a 2014 Chevrolet Suburban is being prepared to go into service. Should be in service later in the week of May 12th, 2014.

D. Police Department

1. Review April 2014 bills.
2. Review Municipal Court Statement February and March 2014
3. Chief's Report. Lts. Czarnecki and Knowski have conducted range training of department officers, which includes firearms training, use of ballistic shield, first aid training for victims of gunshot wounds including wounds to themselves, and training with a less than lethal force shotgun. This weapon has been deployed into each squad and is orange colored.
4. Annual Report. Badger TraCS printer has been installed in squads. The department bicycles have been updated. Officer Thomas Schleg continues as part-time school resource officer and department investigator. He has completed the Wisconsin Department of Justice Death Investigation Training. The Port Washington Police Department was re-accredited September 2013.
5. Request of an additional officer to be included in the 2015 operating budget. Chief Hingiss requests Commission authorization for the additional officer. The last increase in department staff was 1996. The city has increased in population and geographical size since then. The downtown area has been revitalized. There has been an increase in police-related activity which takes officers off of the street resulting in a need to keep patrol time up. Overtime this year to date vs. 2013 is up \$6000. Motion by T. Tietyen second B. Malchow to: Authorize Chief Hingiss to move forward with the process to increase manpower strength to be included in the 2015 Police Department budget. Motion carried on unanimous voice vote.

6. Request to extend eligibility list for Lieutenant for one year. No action taken.
7. Officer Moertl will return to duty May 18th.
8. Hunter Safety class started April 29th and will end May 17th.
9. Review of newspaper article on use of propane in squads.
10. Press releases reviewed
 - a. Vehicle struck house on N. Spring St.
 - b. Stolen handgun
11. Motion to enter 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), by P. Ruth second T. Tietyen. Motion carried on a unanimous roll call vote.
12. Motion by B. Malchow second M. Becker to reconvene in open session. Motion carried on unanimous roll call vote.
13. No action on closed session matter.
14. Motion T. Tietyen second P. Ruth to adjourn. Motion carried on voice vote. Chair Nelson adjourns meeting.

Respectfully submitted,

Terry Tietyen, Secretary