

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

## **Meeting Minutes June 9, 2014**

### **A. Police and Fire Commission**

Roll Call: Present: Chair Rick Nelson, Vice Chair Marty Becker, Bill Malchow, Patty Ruth, and Terry Tietyen. Also present: Mayor Tom Mlada, Police Chief Kevin Hingiss, Fire Chief Mark Mitchell. Chair Nelson calls meeting to order at 7:06 P.M.

1. Public Appearance: Jean Opitz brief statement regarding candidate for 60<sup>th</sup> Assembly District. Mayor Mlada reads letter addressed to Chief Hingiss.
2. Review of minutes May 12, 2014 meeting; motion by P. Ruth and second by B. Malchow to approve. Motion carried on unanimous voice vote.

### **B. Ambulance Department**

1. Review of May 2014 ambulance invoices
2. Review of May 2014 ambulance budget
3. Review of May 2014 ambulance revenue. Revenue for May 2014, \$27,641.42, YTD revenue \$157,541.32
4. Review of May 2014 ambulance calls
5. Review of May 2014 Paramedic Intercepts. 24 intercept calls.

### **C. Fire Department**

1. Review of May 2014 fire invoices
2. Review of May 2014 fire budget
3. Review of May 2014 fire calls
4. Discussion on need for a new fire station to house administrative offices, training facilities, apparatus parking and shared space. Chief Mitchell - current station was occupied in 1968 replacing a facility built in 1929. The current building had an addition in 1995. A new facility will allow for spacing for apparatus at the existing station by relocating some apparatus to the new facility. Apparatus parking at the current facility is tight which makes maintenance on equipment difficult. Equipment has to be moved outside to provide space for routine maintenance. A new station should provide adequate training facilities and fill a need for bathroom/showers for female members of the fire and ambulance departments. Space for an administrative office and record storage should be included. A new facility on the west side of the city near the intersection of W. Grand Avenue and CTH LL will provide faster response times to the west and south areas of the city and town. The new station could become the department's headquarters and the current building would become a sub-station. The training area could serve other city departments and be used as a community room. The current building could be remodeled to upgrade facilities including heating and cooling to become energy efficient. A meeting is suggested with the Ozaukee

County Administrator to see if they have a need for shared facilities such as Haz-Mat and Water Safety Patrol or other needs.

Chair Nelson forms two committees: R. Nelson and P. Ruth to meet with County Administrator regarding land and shared space in a new facility; B. Malchow and M. Becker determine space needs with Chief Mitchell for a new building.

The commission chair will request to meet with the city common council at the Council's July meeting at the fire house to show lack of space and needs at the current building prior to their meeting at council chambers.

Additional discussion regarding Design: Costs: Council Approval for initial costs.

5. Chief Mitchell's report: Lt./EMT-Paramedic Brandon Gregozeski and EMT-Advanced David Luft have both resigned effective June 30. Brandon's resignation necessitates a promotion to a vacant Lieutenant's position. That request will be presented at the July meeting. Joanne Chenery will be joining the department as an EMT-Advanced.

Both Squad 453 and Medic 455 are in service and responding to calls.

Open House Fire Prevention Week 2014 is scheduled for Sunday October 5, 2014. The Firefighters Association will have their annual pancake breakfast the same day.

#### **D. Police Department**

1. Review of May 2014 bills
2. May 2014 Municipal Court statement not available.
3. Chief's report: July 4<sup>th</sup> music festival - NewPort Music Festival, Police Officers working 3P-9P at the festival with the festival reimbursing for the overtime.
4. Squad/Motorcycle Update: Final new equipment is being installed (laptop and docking station) and will be in service shortly. The new equipment is covered by a grant. Both new Ford squads are near their three thousand mile break-in period and will be ready to operate on propane. Discussion on the use of bike helmets by persons under the age of 16. Chief Hingiss has obtained reward items to use to reinforce bike safety.
5. Motion by M. Becker second B. Malchow to adjourn meeting. Motion carried on voice vote. Chair Nelson adjourns meeting

Respectfully submitted,

Terry Tietyen Secretary