

City of Port Washington Police and Fire Commission

Meeting Minutes July 14, 2014

1) Police and Fire Commission

- a) Roll Call. Present: Members Rick Nelson, Marty Becker, Bill Malchow, Patty Ruth, and Terry Tietyen. Also present Fire Chief Mark Mitchell and Police Chief Kevin Hingiss. Chair R. Nelson calls meeting to order at 7:05 P.M.
- b) Review of meeting minutes from regular meeting June 9, 2014 and Special meeting July 1, 2014. Motion B. Malchow second M. Becker to approve. Motion carried on voice vote.

2) Ambulance Department

- a) Review of June 2014 Ambulance Invoices.
- b) Review of June 2014 Ambulance budget.
- c) Review of revenue for June 2014. June 2014 revenue \$32,326.35. Revenue YTD \$189,867.67.
- d) Review of June 2014 Ambulance calls.
- e) Review of Paramedic Intercepts for June 2014.
- f) Update on transition to EMS Medical Billing Associates for Ambulance billing. Chief Mitchell is meeting with EMS to review billing rates and other details.

3) Fire Department

- a) Review of June 2014 fire invoices.
- b) Review of June 2014 fire budget.
- c) Review of June 2014 fire calls.
- d) Review proposals from Bray Architects and 5 Bugles Design. Discussion on proposals. A motion by P. Ruth second by M. Becker, to table item (Proposals from Bray Architects and 5 Bugles to provide Feasibility Study and Space Needs Analysis for a second fire station) to gather further information. Motion carried on voice vote.
- e) Review for approval Fire Chief's recommendation for promotion of a Fire Lieutenant. Recommendation to promote R. Kultgen to Lieutenant; motion B. Malchow second T. Tietyen to approve promotion. Carried on voice vote.

4) Police Department

- a) Review of bills. The commission requests to review a monthly budget report for the Police Dept.
- b) Review of May 2014 Municipal Court statement
- c) Chief's report: See items d, e, f.
- d) Lt. K. Knowski has been accepted to attend DRE (Drug Recognition Expert) Training. This is an intense school to allow Lt. Knowski to assist officers in recognition of the specific drug/s that a suspect may be under the influence.

- e) Bike Rodeo. Held on June 25, 2014. Approximately 225 youngsters attended; 170 new bike helmets were distributed. The department was assisted by the Fire and Ambulance departments, a grant from WalMart, and gifts from ZuZu Pedals, ShopKo Express, Habush, Habush, and Rottier, and several other local businesses.
- f) July 19th will be the 50th annual Fish Day. The department is prepared and will be reimbursed by the Fish Day committee for Police overtime.
- g) No additional items. Motion by B. Malchow a second by M. Becker to adjourn the meeting. Motion carried on voice vote. Chair Nelson adjourns meeting at 8:15 P.M.

Respectfully submitted,

Terry Tietyen