

City of Port Washington Police and Fire Commission

Minutes Regular Meeting October 13, 2014

Police and Fire Commission

1. Roll call. Members present: Chairman R. Nelson, members M. Becker, B. Malchow, P. Ruth, T. Tietyen. Also present: Police Chief K. Hingiss and Fire Chief M. Mitchell.
2. No public appearances, comments or correspondence
3. Review of previous meeting minutes. Motion M. Becker second B. Malchow to approve minutes of the August 11, 2014 meeting. Motion carried on unanimous voice vote.

Ambulance Department

1. Review of September 2014 ambulance invoices. Discussion.
2. Review of September 2014 ambulance budget.
3. Review of September 2014 ambulance revenue. YTD 2014 \$295,072.26; YTD 2013 \$294,109.34
4. Review of September 2014 ambulance calls.
5. Review of September 2014 Paramedic Intercepts
6. Review of 2015 ambulance budget. Discussion and explanation of proposed Budget.

Fire Department

1. Review of September 2014 Fire invoices
2. Review of September 2014 Fire budget
3. Review of September 2014 Fire calls
4. Review and Discussion of proposed 2015 fire department budget.
5. Fire Chief Mitchell's report:
 - a. Steve McGaughey has joined the department as a Paramedic; Jonathan Scheel has joined the department as an EMT-Basic.
 - b. 2014 Open House -The Fire Prevention Week Open House was held on October 5. It is estimated that over 700 people attended.
 - c. Sky Lantern Ordinance -The proposed change to the City's Municipal Code, to ban sky lanterns, remains tabled at the City Council level.
 - d. EMS Medical Billing - The transition from LifeQuest to EMS Medical Associates as the City's ambulance billing service happened on 10/1. Any ambulance bills generated prior to 10/1 are still being handled by LifeQuest. The City Council approved the rates, as recommended by the PFC, but without the annual increase

(decrease) based on the CPI. The City Council would like to review rates annually.

- e. Station Maintenance - All the station's overhead doors as well as some trim work, were painted during the summer months. In addition, one service door is in such disrepair that it is being replaced, along with the door frame. Both projects were funded from the 2014 Capital Outlay account for Building Maintenance.

Police Department

1. Item 4. Moved to First. Police Lieutenant Kurt Knowski does a presentation to the commission on his recent training as a Drug Recognition Expert. The training was done over 18 days with a practical exam being conducted on the "street" with actual civilians suspected of drug use. The Lt. is one of four DRE's in Ozaukee County.
2. Review of Police department bills
3. Review of Municipal Court statement
4. Chief's report: The chief's proposed budget for 2015 goes before the Council's Finance committee the week of 10/20.
5. Boehlke Bottled Gas has applied for a refund from the Federal Government under the "Alternative Fuel Vehicle Refueling Property Credit" on the department's behalf. A \$3267 refund is expected for the purchase of the fill station.
6. The grant check for \$5085.25 was received for the TRACS equipment for the motorcycle.
7. Chief presents requests for approval of secondary employment. All requests are for part-time employment with the Village of Fredonia, Wisconsin Marshall's office. The requests are for:
 - a. Capt. M. Davel
 - b. Lt. Craig Czarnecki
 - c. Officer Eric Leet
 - d. Officer Dan Wolff
 - e. Officer Chris EricksonChief Hingiss has no objection to the secondary employment. Motion by T. Tietyen second by M. Becker to approve the requests. Motion carried on voice vote.
8. October Training. Officer K. Moertl is receiving LPO Training. The training is over a three-week period, two weeks in October and a third week in December 2014.
9. Port Washington Police Department has a fall fishing patrol enforcement program with assistance from the DNR Warden assigned to the area. Capt. Davel has set up a program to patrol fishing areas adjacent to the harbor and creek fishing areas. Priority attention given to fishing violations, underage alcohol, disorderly conduct, leaving fish entrails in areas other than at the cleaning stations. Several arrests have been made. DNR violations are turned over to Tony Young, the area Warden.

10. COPS Grant update. The department was notified that they will not receive a grant. The grant application will remain on file but the criteria do not change and it remains unlikely the department's grant would be approved.
11. Chief Hingiss reviewed the need for a new Dictation system and server. He has purchased a Winscribe system. This will allow officers to complete dictation of reports without taking time away from patrol activity.
12. Review of 2015 Police Budget. Chief Hingiss is requesting three new squads to replace four squads now in service. The vehicle assigned to the parking checker may be replaced.
13. There being no further business, motion by M. Becker second by T. Tietyen to adjourn. Motion carried on voice vote. Chair Nelson adjourns the meeting.

Respectfully submitted,

Terry Tietyen