



POLICE & FIRE COMMISSION

Minutes

Meeting, Monday, July 11, 2016, 7:00 p.m.

Port Washington Police Dept. Conference Room, 365 N. Wisconsin Street

1. **Roll Call:**
Martin Becker, Terry Tietyen, Patty Ruth, and Jennifer Clearwater present. Excused: Richard Nelson
Also present Chief Mark Mitchell, Chief Kevin Hingiss and Kris Halbig-Ziehm, *Ozaukee Press*.
2. **Public Appearances, Comments, and Correspondence**
A draft Letter to the Editor, recognizing the men and women who serve on the Port Washington Police and Fire Departments was reviewed and a motion was made to submit the letter to the Ozaukee Press by Terry Tietyen and second by Jen Clearwater. Motion passed.
3. **Review of Previous Meeting Minutes**
Terry Tietyen made a motion to approve the minutes and it was seconded by Marty Becker. Motion passed.

AMBULANCE DEPARTMENT

1. Reviewed and discussed the June 2016 Ambulance Invoices
2. Reviewed and discussed the 2016 Ambulance Budget through June
3. Reviewed and discussed the June 2016 Ambulance Calls
4. Reviewed and discussed the June 2016 Paramedic Intercepts
5. No other business as permitted by law was discussed.

FIRE DEPARTMENT

1. Reviewed and discussed the June 2016 Fire Invoices
2. Reviewed and discussed the 2016 Fire Budget through June
3. Reviewed and discussed the June 2016 Fire Calls
4. Fire Chief's Report
 - a. Personnel Updates – Chief Mitchell told the Commission that EMT-IT Colette Prellwitz resigned from the Fire Department. She served 8 years. Chief Mitchell and the Commission are grateful for her service and wish her well with her future plans.
 - b. The PW Fire Department is planning a Recruitment Open House in August. More information will be shared via social media.
5. No additional business as permitted by law was discussed.

POLICE DEPARTMENT

1. Reviewed and discussed bills payable in June
2. Reviewed and discussed the Municipal Court statement January – May 2016
3. Calls for Service – June 2016
The Calls for Service Report is a new report. The report provides a count on each type of call/service. The Commission found this report very informative and asked for it to be shared monthly.

4. Update on New Officers
 - a. Officer Antony Vitella has been part of the department for 8 months and is doing well.
 - b. Officer Gary Belzer was sworn in on June 8, 2016 and comes to our department with a great deal of experience and is also doing well.
 - c. The newest officer, Officer Taylor Russell, was sworn in on this date, July 11, 2016.
5. Update on PWRD Reserve Officer Program

The Police Reserve Program is critical to managing such events as Fish Day. Reserve Officers are used for traffic control, ensuring safety on parade routes and monitoring the festival grounds with sworn officers. PW Police Department will continue to recruit for the Police Reserves. The program is run by Officer Nye and several reserve officers have gone on to become police officers.
6. Chief Hingiss shared the following information with the Commission:
 - a. Kapco Metal Stamping dropped off muffins and fruit at the PWRD along with a note of support after the tragic shooting of police officers in Dallas.
 - b. The Police Department also received notes and phone calls of support from Port Washington Residents.
 - c. Chief Hingiss received an email from a resident thanking an officer for checking on what appeared suspicious at the resident's home. The resident was very grateful and impressed. While at the time the resident did not know the officer's name; it was in fact Officer Thomas Kajtna. A job well done, Officer Kajtna.
 - d. A gentleman from out of state took the time to email Chief Hingiss commending Officer Jim Russell for his courteous service to his family. His assistance was described as friendly, respectful, calm and professional. Nice job, Officer Jim Russell.
 - e. A resident emailed the Police Department thanking Officer Kirstin Moertl for her response to a call involving a gentleman struggling with dementia. Very sensitive and friendly. Way to go, Officer Moertl.
7. Other business as permitted by law: Questions were asked about "wrist-banding" programs at festivals in other parts of the State. Information has been gathered and this will be discussed further when on the agenda as it relates to the upcoming Blues Festival.
8. Motion to adjourn was made by Terry Tietzen and seconded by Jen Clearwater. Motion passed and the meeting was adjourned at 8:07 PM.

Respectfully submitted,

Patty Ruth, Secretary