



## **POLICE & FIRE COMMISSION**

### **Minutes**

Meeting, Monday, October 10, 2016, 7:00 p.m.

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

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1. **Roll Call:** Chair Richard Nelson, Martin Becker, Terry Tietyen and Patty Ruth present. Jennifer Clearwater arrived at 7:07PM.  
Also present: Chief Mark Mitchell and Chief Kevin Hingiss
2. **Public Appearances, Comments, and Correspondence**  
The Commission commented on what a wonderful job the Fire Department and the Police Department did at the Open House on Sunday, October 9, 2016. Food was excellent, interactive and engaging activities and fun. There was a great turnout from the community.
3. September 12, 2016, **Meeting Minutes** were reviewed and a motion to approve was made by Terry Tietyen, seconded by Martin Becker. Minutes were approved by unanimous vote.

#### **AMBULANCE DEPARTMENT**

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

#### **FIRE DEPARTMENT**

1. Reviewed and discussed September 2016 Fire Invoices
2. Reviewed and discussed 2016 Fire Budget through September
3. Reviewed and discussed September 2016 Fire Calls
4. Other business as permitted by law: Chief Mitchell told the Commission that he will be meeting with the Finance Committee on Tuesday, October 18, 2016, @ 3:30PM to discuss the budget for the Fire Department.

#### **POLICE DEPARTMENT**

1. Reviewed and discussed bills payable for September 2016
2. Municipal Court statement was not available for the month of September.
3. Calls for Service Report was reviewed and discussed. Call volume continues to increase. There were 1,494 calls that the Police Department responded to during the month of September.
4. 2017 Budget – Chief Hingiss discussed capital budget items and the need to hire a new officer to replace the position that will be vacated due to the upcoming retirement of Officer Thomas Kajtna. Chief Hingiss will be meeting with the City Administrator to discuss budget items. The Commission asked Chief Hingiss to review the Call for Service Reports with City Administrator, Mayor and Council as it supports the need to fill upcoming opening.
5. Update on new hires:  
Chief Hingiss reported that Antony Vitella, Gary Belzer and Taylor Russell are all doing a nice job. He is pleased to have each of them with the Department.

6. A team of assessors from the Wisconsin Law Enforcement Accreditation Group (WILEAG) arrived on September 13, 2016, and examined all aspects of Port Washington Police Department. WILEAG Governing Board will meet on November 7 to review the report and determine if the Port Washington Police Department is once again re-accredited for another three years. Chief Hingiss gave special recognition to Captain Keller, Barb Roska, Tammy Shepherd, Officer Moertl, and Annie Bialzik for the great job they did in preparing for the Re-Accreditation application process. The Commission thanks them for a job well done.
7. 2016 Police & Fire Commission Workshop will take place on November 4, 2016. Jennifer Clearwater will attend.
8. There was no other business as permitted by law.
9. Motion to adjourn was made by Martin Becker and seconded by Terry Tietyen. Motion passed by unanimous vote. The meeting was adjourned at 8:15 PM.

Respectfully submitted by,

Patty Ruth, Secretary



CITY OF PORT WASHINGTON | DEPARTMENT OF POLICE  
Kevin Hingiss, Chief of Police

## Calls for Service Report (September 2016)

Count	CFS
5	911
15	911 (Cell)
5	Abandoned Vehicle
35	Assist Citizen
19	Administrative
21	Alarm (Burglar)
12	Alarm (Fire)
14	All Other
11	Animal Complaints
23	Assist Other Agency
2	Barking Dog
1	Animal Bite
241	Business Check
6	Criminal Damage to Property
2	Car vs. Deer
15	Disorderly Conduct
5	Debris in Roadway
138	Directed Patrol
3	Disabled Vehicle
99	Door Check
3	Public Works/Highway Department
6	Driving Complaint
2	Drug Investigation
1	Domestic Violence - Verbal
1	Domestic Violence - Physical
1	Emergency Detention
3	Field Interview/Interrogation
1	Fire
12	Found/Recovered Property
9	Fraud
1	Family Trouble

Count	CFS
2	Fireworks
4	Gas Drive-Off
5	Harassment
4	In Progress Call
1	Juvenile Curfew/Loitering
12	Vehicle/Residence Lockout
1	Lost Property
1	License Premise (Tavern) Check
47	Miscellaneous Service
4	Lost/Missing Person
6	Noise Complaint
6	Open Door/Window
7	Ordinance Violation
17	Parking Violation
134	Secure/Check Parks
29	Preliminary Breath Test
19	Motor Vehicle Accident - Property Damage Only
75	Rescue Call
2	Sexual Assault
81	School
6	Suicide
43	Suspicious - Vehicle, Person
11	Theft
10	Traffic Complaint - Erratic Driving
2	Trespass
195	Vehicle Traffic Stop
8	Warrant Pickup/Service Attempt
11	Welfare Check
38	Waste Water Treatment Plant Call
1	Theft from Vehicle
<b>1494</b>	<b>Grand Total</b>