



POLICE & FIRE COMMISSION MINUTES

Meeting, Monday, February 12, 2018, 7:00 p.m.

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

1. Roll Call: Present - Richard Nelson, Martin Becker, Terry Tietyen, Patty Ruth, Jennifer Clearwater
Also Present: Chief Mark Mitchell and Chief Kevin Hingiss
2. Commission discussed recognizing Jim Riley for 40 years of service with the PWFD. Motion was made by Patty Ruth to have a Mayoral proclamation presented to Jim at a Common Council Meeting. The Commission will also present a gift certificate in the amount of \$100.00 to a local restaurant. The motion was seconded by Terry Tietyen. Motion passed unanimously. The Commission is grateful for Jim Riley's service.
3. No Public Appearances, Comments, and Correspondence
4. Reviewed the minutes from the previous meeting. Terry Tietyen moved to approve the minutes for January 8, 2018. The motion was seconded by Jennifer Clearwater. Motion passed unanimously.

AMBULANCE DEPARTMENT

1. Reviewed and discussed the January 2018 Ambulance invoices.
2. Reviewed and discussed the preliminary year-end financial report and the January 2018 financial report for the Ambulance Department.
3. Reviewed and discussed the January 2018 Ambulance Calls.
4. Reviewed and discussed the January 2018 Paramedic Intercepts.
5. Reviewed the bids for a 2018 Ford E-450 chassis ambulance. Motion was made by Terry Tietyen to accept the bid from Life Line Emergency Vehicles, in the amount of \$213,954.00, for a 2018 Ford E-450 Chassis ambulance, which includes the optional Stryker Power Load. The motion includes to order the ambulance by March 1, 2018. Martin Becker seconded the motion. Motion passed unanimously.
6. No other business as permitted by law was discussed.

FIRE DEPARTMENT

1. Reviewed and discussed the January 2018 Fire invoices.
2. Reviewed and discussed the preliminary year-end financial report and the January 2018 financial report for the Fire Department.
3. Reviewed and discussed the January 2018 Fire calls.
4. Fire Chief's Report
 - a. Chief Mitchell recommends hiring Adam Mundt as a Part-time, Paid-on-Call Firefighter. Motion to hire Adam Mundt was made by Jennifer Clearwater and seconded by Terry Tietyen. Motion passed unanimously.
 - b. Informational Item: Common Council Approved Fire Contract with the Town of Port Washington.
5. Terry Tietyen moved to go into closed session, authorized by Wisconsin Statutes for: "considering employment, promotion, compensation or performance evaluation of a public employee," WS 19.85 (1) (c), regarding Fire Chief's and Police Chief's evaluations. Motion was seconded by Martin Becker. Roll Call vote: Terry Tietyen – aye; Martin Becker – aye; Jennifer Clearwater – aye; Patty Ruth – aye; Richard Nelson – aye.

6. Motion was made by Patty Ruth and seconded by Terry Tietyen to reconvene in open session. Motion passed unanimously.
7. Action on closed session matters: Motion was made by Terry Tietyen to have the Commission Chair, Richard Nelson, discuss with the City Administrator the Commission's role and responsibility in evaluating the Police Chief and the Fire Chief. Chair Nelson will also discuss disparity of pay for individuals within the same pay grade. Motion was seconded by Jennifer Clearwater. Motion passed unanimously.
8. No other business as permitted by law was discussed.

POLICE DEPARTMENT

1. Reviewed the bills for the month of January 2018.
2. Reviewed the Municipal Court statement - December 2017
3. Reviewed and discussed Calls for Service Report for the month of January 2018.
4. Chief Hingiss reported on the training scheduled for officers in 2018. Commission was impressed with the training that our officers will be attending and how it will continue to enhance the services provided by the department.
5. Other business as permitted by law: Chief Hingiss provided an update of the fundraiser that was held for Officer Belzer. There was wonderful support from the community. The event raised more than \$30,000.
6. Martin Becker made a motion to adjourn. Motion was seconded by Terry Tietyen. Motion passed. Meeting was adjourned at 9:35 PM.

Respectfully submitted by,

Patty Ruth, Secretary