



POLICE & FIRE COMMISSION MINUTES

Meeting, Monday, April 8, 2019, 7:00 p.m.

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

1. Roll call: Richard Nelson, Terry Tietyen, Patty Ruth, Jennifer Clearwater, Jim Biever all present. Also present: Mayor Marty Becker, Alderman Dan Benning, Chief Mark Mitchell, Chief Kevin Hingiss and Kris Halbig Ziehm, *Ozaukee Press*.
2. No Public Appearances, Comments, and Correspondence
3. Review of Previous Meeting Minutes. Motion was made by Jim Biever and seconded by Jennifer Clearwater to approve meeting minutes from March 11, 2019. Motion passed.

AMBULANCE DEPARTMENT

1. Reviewed and discussed the March 2019 Ambulance invoices.
2. Reviewed and discussed the 2019 Ambulance budget through 3/31/2019.
3. Reviewed and discussed the March 2019 Ambulance calls.
4. Reviewed the March 2019 Paramedic Intercepts.
5. Other business as permitted by law: State ambulance inspector will inspect all ambulances on Tuesday, April 9, 2019. This inspection takes place every two years.

FIRE DEPARTMENT

1. Reviewed and discussed the March 2019 Fire invoices.
2. Reviewed and discussed the 2019 Fire budget through 3/31/2019.
3. Reviewed and discussed the March 2019 Fire calls.
4. Update on the hiring process for the full-time FF/Paramedic position: Chief Mitchell reported that there were no applications that met all of the requirements listed within the posting of the Career Firefighter/EMT-P position by the deadline of March 15, 2019.
5. Discussion and action on revising the application requirements for the full-time FF/Paramedic position. Chief Mitchell recommended some changes to the required qualifications for the position. Revisions allow the following: candidates shall achieve certifications/licenses for WI Driver Operator-Pumper and WI Fire Inspector within 1st year of hire; candidates shall establish residency within 20 mile radius of Port Washington by end of probation; annual salary of \$50,000. Motion was made by Jim Biever and seconded by Terry Tietyen to approve Chief Mitchell's recommended modifications to the Career Firefighter/EMT-P position posting. Motion passed unanimously.
6. Report on the status of the new tanker and the disposition of the old tanker. The new tanker was received today, April 8, 2019. The graphics have been applied. Commission members were invited to come and see the new tanker after meeting is adjourned. The old tanker (1986 Ford / Welch 3000 Gallon Tanker) will be donated to the Fire Department on Madeline Island on April 28, 2019, as recommended by the Police and Fire Commission and approved by the City Council. An explosion and fire leveled the building that housed Madeline Island's only fire department and ambulance service in early March. All equipment was lost.
7. Other business as permitted by law: Jim Biever provided an update on the New Fire Station Task Force. Task Force will meet on April 9, 2019, to finalize their recommendations. These

recommendations will be presented to the Police and Fire Commission at the May meeting, which will be held on Monday, May 20, 2019, at 6:00 PM, Port Washington Police Department Community Room.

POLICE DEPARTMENT

1. Reviewed and discussed bills payable for month of March 2019.
2. Reviewed Municipal Court statement – February 2019
3. Calls for Service Report for March 2019 was reviewed.
4. Moved Update on wristband program for Fish Day from agenda item 8 to item 4. Chief Hingiss reported that he will be meeting with Mary Monday, Fish Day Committee Chairperson and Valerie Grimm, Washington Ozaukee Public Health Department on Wednesday evening, April 10, 2019, to finalize plans to wristband individuals that wish to purchase alcoholic beverages at Fish Day. Proper identification proving age of 21 years or older must be provided to receive a wristband.
5. Motion to go into closed session, authorized as noted by Wisconsin Statutes for: “considering employment, promotion, compensation or performance evaluation of a public employee,” per WS 19.85 (1)(c), regarding employee salaries was made by Terry Tietzen and seconded by Jennifer Clearwater. Roll call vote was taken: Richard Nelson - aye, Terry Tietzen - aye, Patty Ruth - aye, Jennifer Clearwater - aye, Jim Biever – aye. Motion passed.
6. Motion was made by Terry Tietzen and seconded by Patty Ruth to reconvene in open session. Roll call vote was taken: Richard Nelson - aye, Terry Tietzen - aye, Patty Ruth - aye, Jennifer Clearwater - aye, Jim Biever – aye. Motion passed.
7. No action on any item discussed in closed session.
8. Other business as permitted by law: Reminder to Commission members that the Police Reserve Banquet is April 16, 2019, at Tello’s.
9. Motion to adjourn was made by Jim Biever and seconded by Terry Tietzen. Motion passed and the meeting was adjourned at 8:47 PM.

Respectfully submitted by,

Patty Ruth, Secretary