



POLICE & FIRE COMMISSION MINUTES

Meeting, Monday, November 11, 2019, 6:00 p.m.
Port Washington Police Dept. Conference Room, 365 N. Wisconsin Street

1. Roll call: Richard Nelson, Terry Tietyen, Patty Ruth, and Jim Bieber present.
Excused: Jennifer Clearwater
Also present: Chief Kevin Hingiss, Chief Mark Mitchell, Alderman Dan Benning, Mayor Marty Becker and Kris Halbig Ziehm – Ozaukee Press
2. No Public Appearances, Comments, nor Correspondence
3. Review of Previous Meeting Minutes. Motion to approve the minutes from October 14, 2019 was made by Terry Tietyen and seconded by Jim Bieber. Motion passed.

AMBULANCE DEPARTMENT

1. Reviewed the October 2019 Ambulance invoices.
2. Reviewed the 2019 Ambulance budget through 10/31/2019.
3. Reviewed and discussed the October 2019 Ambulance calls. Transports and Non-Transports
4. Reviewed and discussed the October 2019 Paramedic Intercepts.
5. Other business as permitted by law: There will be a special meeting on Thursday, November 14, 2019, at 8:45 am, at the Port Washington Police Department Conference Room to take action on ratifying the hiring of full time Firefighter / Paramedic, pending proper posting of meeting and agenda.

FIRE DEPARTMENT

1. Reviewed and discussed the October 2019 Fire invoices
2. Reviewed and discussed the 2019 Fire budget through 10/31/2019
3. Reviewed and discussed the October 2019 Fire calls
4. Chief Mitchell discussed that the City Council has approved the issuance of a Request For Proposal (RFP) for: Professional Architectural Design Services for the City of Port Washington Fire Station #2 and the renovation of the current fire station located at 104 W. Washington Street. The RFPs will be mailed out to eight firms on Tuesday, November 12, 2019.
5. The Commission discussed establishing a review team which will include the City of Port Washington Fire Chief and City Engineer, for reviewing the above Request For Proposals, once returned. Terry Tietyen made a motion to establish the RFP Review Team to include Chief Mitchell, Rob Vanden Noven, City Engineer and other experts selected by Chief Mitchell. Motion was seconded by Jim Bieber. Motion passed.
6. Update and discussion of the 2020 Fire and Ambulance Budget requests: Chief Mitchell reviewed the Personal Protective Equipment (PPE) Capital Purchase recommendations with the Commission. The process used to make determination of the best PPE for Fire Department included a very thorough evaluation process. The Commission thanked Chief Mitchell and his staff for their due diligence.
7. Discussion and action for the purchase of 35 NFPA compliant MSA G-1 Self-Contained Breathing Apparatus (SCBA) and accessories from 5 Alarm Fire & Safety (low bidder) in the amount of \$226,370. This purchase is from 2019 Capital Improvement Project Funds.
Patty Ruth moved to approve the purchase of 35 NFPA compliant MSA G-1 Self-Contained Breathing Apparatus (SCBA) and accessories from 5 Alarm Fire & Safety (low bidder) in the amount of \$226,370. Seconded by Terry Tietyen. Motion passed.
8. Discussion and action for the purchase of 35 sets of NFPA compliant Morning Pride Personal Protective Equipment (PPE/Turnout Gear-Coats, Pants, and Escape Belts) from Jefferson Fire & Safety in the amount of \$77,280. This purchase is from 2019 Capital Improvement Project Funds.
Patty Ruth moved to approve the purchase of 35 sets of NFPA compliant Morning Pride Personal

- Protective Equipment (PPE/Turnout Gear-Coats, Pants, and Escape Belts) from Jefferson Fire & Safety in the amount of \$77,280. Seconded by Terry Tietyen. Motion passed.
9. Discussion and action for the purchase of 40 NFPA compliant Cairns 1044 Firefighting Helmets from Air One Equipment in the amount of \$9,640. This purchase is from 2019 Capital Improvement Project Funds.
Patty Ruth moved to approve the purchase of 40 NFPA compliant Cairns 1044 Firefighting Helmets from Air One Equipment in the amount of \$9,640. Seconded by Terry Tietyen. Motion passed.
 10. Discussion and action for the purchase of 20 pair of NFPA compliant Firefighting Boots, 70 NFPA compliant Firefighting Nomex Hoods, and 35 NFPA compliant personal flashlights from Conway Shield in the amount of \$13,431.25. This purchase is from 2019 Capital Improvement Project Funds.
Patty Ruth moved to approve the purchase of 20 pair of NFPA compliant Firefighting Boots, 70 NFPA compliant Firefighting Nomex Hoods, and 35 NFPA compliant personal flashlights from Conway Shield in the amount of \$13,431.25. Seconded by Terry Tietyen. Motion passed.
 11. Discussion and action for the purchase of 50 NFPA and DOT compliant parkas from Gall's Inc. in the amount of \$13,150. This purchase is from 2019 Capital Improvement Project Funds.
Patty Ruth moved to approve the purchase of 50 NFPA and DOT compliant parkas from Gall's Inc. in the amount of \$13,150. Seconded by Terry Tietyen. Motion passed.
 12. Discussion and action for the purchase of One (1) NFPA recommended RAM AIR four (4) Unit Ambient Air Turnout Gear Dryer from Jefferson Fire & Safety in the amount of \$7,865. This purchase is from 2019 Capital Improvement Project Funds.
Patty Ruth moved to approve for the purchase of One (1) NFPA recommended RAM AIR four (4) Unit Ambient Air Turnout Gear Dryer from Jefferson Fire & Safety in the amount of \$7,865. Seconded by Terry Tietyen. Motion passed.
 13. No other business was discussed.

POLICE DEPARTMENT

1. Reviewed and discussed bills payable for October 2019
2. Reviewed and discussed Police Department Year to date 2019 budget
3. Reviewed Municipal Court statement - September 2019
4. Reviewed and discussed October 2019 Calls for Service reports
5. Commission discussed a timeline and process for performance reviews for Chief Hingiss and Chief Mitchell.
6. Reviewed and discussed projected 2020 Budget. Chief Hingiss shared proposed capital outlay items. The Commission expressed support of the proposed budget items.
7. Other business as permitted by law: Chief Hingiss showed the Commission the plaque presented to the Port Washington Police Department at a ceremony on Friday, November 8, 2019, by the Wisconsin Law Enforcement Accreditation Group. The Commission congratulated Chief Hingiss on the successful accreditation process and asked him to thank all those in the PW Police Department for their ongoing work and service.
8. Motion to adjourn was made by Terry Tietyen and seconded by Jim Bieber. Motion passed.
Meeting was adjourned.

Respectively submitted by,

Patty Ruth, Secretary

PFC Commissioners: Chair Richard Nelson, Terry Tietyen, Patty Ruth, Jennifer Clearwater, Jim Bieber

Notice is hereby given that Common Council members or members of other governmental bodies who are not members of this board, commission or committee may be present at this meeting to gather information about a subject over which they have decision-making authority. In that event this meeting may also constitute a simultaneous meeting of the Council or of such other governmental bodies. Whether a simultaneous meeting is occurring depends on whether the presence of one or more Council members or members of such other governmental bodies results in a quorum of the Council or of such other governmental bodies and, if there is a quorum, whether any agenda items listed above involve matters within the Council's or the other governmental bodies' jurisdiction. If a simultaneous meeting is occurring, no action other than information gathering will be taken at the simultaneous meeting. [State ex rel. Badke vs. Greendale Village Board, 173 Wis. 2d 553 (1993).]

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting. .