BEAVER DAM POLICE AND FIRE COMMISSION
REGULAR MEETNG MINUTES

These are the minutes of the December 6, 2016 regular meeting of the Beaver Dam Police and Fire Commission. Present: Jeff Kohman, Gary Spielman, Ken Serchen, and Nancy Conley. Also in attendance are Fire Chief Alan Mannel, Police Chief John Kreuziger, Mayor Tom Kennedy, Lana Letto, and members of the press. Casey Carney was excused. The meeting was called to order at 5:00 p.m., Chairman Jeff Kohman presiding.

GENERAL

1. Kohman moved agenda item #2 to become item #1. Mayor Kennedy then proceeded to introduce the newest committee member, Nancy Conley. He also stated that he appreciates everyone on the PFC committee. Conley was welcomed by Chairman Kohman as well.
2. Conley made a motion to approve the November 1, 2016 regular PFC meeting minutes, seconded by Serchen, the motion carried by unanimous vote.
3. Kohman briefed the commission on the new procedure of how the PFC meeting information will be distributed. In an effort to cut costs and improve efficiency, all meeting items will now be posted on the city website for viewing. Commission members will continue to receive the information in paper form. A memo was handed out for this new procedure. Kohman thanked Letto for helping to cut costs.

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4. The FD Payment Approval Reports from October 18 to November 17, 2016 and Expenditures with Comparison to Budget Report for the period ending October 31, 2016 were reviewed and discussed. Safety First is testing for air monitors. Chief will find out why WSFIA has 3 different amounts and why the State Funded EMT training is at 199% of budget. To files.
5. The FD community relations activities were reviewed for November 2016. To files.
6. Operations Update
    - Submitted the application for a grant for SCBA equipment. He feels we have a good shot at it. Mayor Kennedy questioned why the manufacturer doesn't have an expiration date on the tanks, Chief doesn't have an answer. Chief explained that the 15 year expiration of SCBA tanks is a NFPA mandate.
    - Read 5 take-aways from the recent Oakland fire. Main one being this is a good example of why the FD enforces the fire codes in Beaver Dam.
    - Still working on the contract negotiations with the Rural Fire Association.

7. Spielman made a motion to take Paid on Call Firefighter Guillermo Herrera-Olivas off of probation, seconded by Serchen, all were in favor.
8. Serchen made a motion to accept the full-time firefighter/paramedic eligibility list as presented by Chief Mannel, good for 1 year, seconded by Conley, all were in favor.

9. Read thank you letters from DCERT, Bright Futures and from the parents and boys involved in the Iron Ridge mine incident this past summer.

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10. Officers Riel and Hall and K9 Yeti gave a demonstration of Yeti's training. Chief Kreuziger thanked the commission for approval of purchasing a K9.

(Spielman left at 5:55p.m.)

11. The PD Payment Approval Reports from October 18 to November 17, 2016 and Expenditures with Comparison to Budget Report for the period ending October 31, 2016 were reviewed and discussed. Uniforms are over mostly due to new axillary hires. To files.
12. The PD community relations activities were reviewed for October and November 2016. To files.
13. Operations update
    - Handed out his business card to the commissioners.
    - Thanked Kohman for attending the swearing-in for Officer Steve Martin.
    - Thanked Fischbach Tires for taking care of the K9 vehicle.
    - Handed out a letter sent to DCI regarding the squad vehicle camera system review. His department had a debriefing along with the fire department about the strengths and weaknesses from the August 5 shooting. DCI said everything went well with the situation. Chief Mannel suggested the commissioners to go online to read the DCI's report, he said it was heroic efforts by all involved.
    - MPTC has a Use of Force Simulator available to use at the department for training.
    - With the new budget approved, one of the records clerks will become a records clerk supervisor.
    - There have been a couple of big drug cases recently.
    - No update on Spielman from the County.
    - If the school hours change because of the school remodel, he may change the hours of the school liaison officers.
    - Since retail theft is the #2 citation given, they started having meetings with Walmart Super Center to take control of this problem.
    - Received $1,750.00 from a grant from Walmart for tactical equipment for the squads
    - Information about the drug drop-off box at the PD was included in the school newsletter.
    - The first phase of the new radio system is underway. The PD will have a new frequency.

14. Serchen made a motion to hire Elizabeth Figuerot as a Crossing Guard, effective 11/15/16, seconded by Conley, the motion carried by unanimous vote.

15. Serchen made a motion that the PD use Kwik Trip as the 2017 vehicle dispensing service, seconded by Conley, all were in favor.

16. Serchen made a motion to accept the resignation of Crossing Guard Willard Johnson effective 11/10/16, seconded by Conley, all were in favor.

17. Conley made a motion that the PD start the process to establish a new eligibility list for a Patrol Officer, seconded by Serchen, all were in favor.

The Commission took a break at 6:15 p.m.

Closed Session

18. At 6:40 p.m., Serchen made a motion to enter into closed session pursuant to Wisconsin State Stature sec. 19.85(1) (c), for the purpose of considering the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility or more specifically to receive information from and discuss with the Chief specific employees performance evaluations. Upon completion of Closed Session, the Commission may reconvene in Open Session to act upon any/all items discussed or deliberated during the Closed Session, seconded by Conley. Roll call Serchen-yes, Conley-yes, Kohman-yes.

ADJOURNMENT

Serchen made a motion to adjourn at 6:58 p.m. seconded by Conley, the motion carried by unanimous vote.

Respectfully submitted,

Ken Serchen

Ken Serchen, Secretary
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