

BEAVER DAM POLICE AND FIRE COMMISSION **REGULAR MEETING MINUTES**

These are the minutes of the September 4, 2018 regular meeting of the Beaver Dam Police and Fire Commission. Present were Jeffry Kohman, John Oathout, Nancy Conley, Gary Spielman, and Casey Carney. Also in attendance were Fire Chief Alan Mannel, Police Chief John Kreuziger, Mayor Glewen, Attorney Steve Zach, Lana Letto, and guests. The meeting was called to order at 5:00 p.m., Chairman Jeffry Kohman presiding.

GENERAL

1. It was the consensus of the commission to have Lana Letto continue taking the minutes in lieu of electing a secretary.
2. Spielman made a motion to approve the minutes from the August 7, 2018 meeting, seconded by Oathout, the motion carried by unanimous vote.
3. Mayor Glewen had no comments this month.

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4. The FD community relations activities from August 2018 were reviewed, it was amended to add that the department also participated in the National Night Out on August 7. To files.
5. Operations Update
 - Handed out an article that talks about what the fire service does.
 - Handed out a picture of the 1934 Pirsch fire engine that the department used to own and is available for purchase. The department is considering buying this vehicle.
 - The hover craft was utilized in a MABAS deployment on August 29 to Vernon County.
 - Handed out a picture of Mrs. Wallach who was a 109 Knaup Street resident, CBS 58 out of Milwaukee will be interviewing her about her story.
 - Acknowledged two emails where one thanked the department for their help at an incident that their basement was flooded and the other for the great care that the paramedics gave to his mother.
 - Chief and his wife will be participating in the PALS program at Jefferson School again this year.
 - The members for the AdHoc committee for station and staffing have been chosen. This committee consists of Dave Hansen, Paul Hartl, Sandy Heier, John Oathout, Joan Tyjeski, and himself.
 - Read a thank you from a past patient.
6. Carney made a motion to approve the proposed changes for the Career Captain job description, seconded by Carney, all were in favor.
7. Chief handed out the proposed budget items. Discussion and action for the 2019 budget items was tabled until Sept. 11 when a special meeting will be held.

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8. The PD community relations activities from August 2018 were reviewed, it was amended to add that on the 30th the Lion's Club attended the crossing guard meeting. To files.

9. Operations update
 - The training facility is continuing to be developed.
 - There is a purchase of alcohol on the invoices, this is for a set-up for a burglary case.
 - The fire arms training with the fire department at the fairgrounds went well
 - The officers received a tour of the newly renovated high school.
 - K-9 donations are up to \$17,000 which does not include a \$5,000 donation, however, \$10,000 will be used to purchase and train a new dog.
 - Expenditures are at 54%
 - Chief handed out a spreadsheet of overtime costs from the past couple of years.
10. Carney made a motion to donate the old portable radios (there are about 10) to the Dodge County fair board, Spielman seconded the motion, the motion carried by unanimous vote.
11. Chief handed out his proposed 2019 regular budget and his department's Capital Outlay requests. These were reviewed with the commission.
12. Attorney Zach explained the proposed changes in the Supervisory manual. From here, the Chiefs should review the proposed changes with the supervisory employees and present any proposed changes back to him. This manual will be settled at the October meeting.
13. Attorney Zach shared an example of Police and Fire Commission by laws. The commission should review this before the October meeting.

ANY OTHER BUSINESS (FOR PLACEMENT ON FUTURE AGENDAS)

- Review and take action on PFC by laws.
- Review and take action on Supervisory Manual.

CLOSED SESSION

14. Carney made a motion to enter into closed session, pursuant to Wis. Stat. Sec 19.85(1)(c), for the purpose of considering the employment, promotion, compensation, or evaluating the performance of an employee under the commission's jurisdiction. 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 Spielman, roll call vote—Conley-aye, Carney-aye, Oathout- aye; Spielman-aye; Chair-aye. The commission entered into closed session at 7:05 pm.

ADJOURNMENT

The meeting was adjourned while in closed session at 7:47 pm

Respectfully submitted

Lana Letto
Beaver Dam Fire Department Administrative Assistant