

# **BEAVER DAM POLICE AND FIRE COMMISSION**

## **MEETING MINUTES**

These are the minutes of the December 3, 2019 meeting of the Beaver Dam Police and Fire Commission. Present were Jeff Kohman, John Oathout, Casey Carney, Gary Spielman and Nancy Conley. Also in attendance were Fire Chief Alan Mannel, Police Chief John Kreuziger, Lana Letto, and guests. The meeting was called to order at 5:00 p.m. Chairman Jeff Kohman presiding.

### **GENERAL**

1. Conley made a motion to approve the November PFC regular meeting minutes, seconded by Carney, all were in favor.
2. Mayor Glewen thanked the fire department for their work at the fire on Thanksgiving.

### **BEAVER DAM FIRE DEPARTMENT**

3. Fire Department community activities for the month of November were reviewed and moved to files.
4. Chief Mannel updated the commission on the operations of the Fire Department:
  - The 2020 budget has been approved, with the exception of the staff vehicle, by the administrative committee
  - Continuing education for EMS is currently happening this week
  - There was a major structure fire on Thanksgiving which resulted in one fatality and one minor firefighter injury
  - There is a meeting on Thursday with the members who are doing the station and staffing study for the department, Wednesday he is attending the Dodge County EMS study meeting
  - He is still waiting on a legal opinion on the idea to have the Cadet program go solo, separating from operating under the Boy Scout program
  - On January 1, he will be promoting Wesley Jahnke, John Jatczak and Corey Braunschweig to Lieutenant
5. Carney made a motion to approve all requests of vacation carry-over days (Mannel 3 days, Christian 5 days, Bau 3 days, Jahnke 1 day), seconded by Spielman, all were in favor.
6. Oathout made a motion to direct the acting finance director to take the proceeds, \$6080.25, from the sale of auction items and place the proceeds into the vehicle replacement fund, seconded by Carney, all were in favor.
7. Conley made a motion to approve the revised fee for service schedule as proposed and shared by Chief Mannel, seconded by Spielman, all were in favor.
8. Conley made a motion to make into a policy the already used practice of contracted fire and EMS services to municipalities outside the City of Beaver Dam, seconded by Carney, all were in favor.

## **BEAVER DAM POLICE DEPARTMENT**

9. Police Department community activities for the month of November were reviewed and moved to files.
10. Chief Kreuziger updated the commission on the operations of the Police Department:
  - The department attended a funeral of an 8 year old girl who loved dogs and to whom some members of the department had previously sent letters to as well wishes during her illness
  - The 2020 department budget has been approved by the administrative committee with no changes to what the PFC previously approved
  - The officer involved trial is Dec 17-20, this is for the charges for the suspect
  - Working with the new Marshfield Medical Clinic regarding security, radio transmission and other procedures for the hospital, and making sure they have open lines of communication going forward
  - The training facility construction has been put off until spring because the construction companies are behind because of the weather in 2019
  - He suggested that the PFC members have an ID, after discussion, it was decided that they will go to Becky Welsh to get individual IDs made
11. Oathout made a motion to approve 9 days of vacation to be carried over by Deputy Chief Bahr into 2020, seconded by Carney, all were in favor.
12. Chief Kreuziger suggested accepting only the changes made by Attorney Zach to the personnel manual, then getting the manual reviewed by the City Attorney, Maryann Schacht, then coming back to the PFC for final approval. Motion by Conley to accept only the changes made by Attorney Zach to the personnel manual, then have the manual reviewed by City Attorney, Maryann Schacht, then coming back to the PFC for final approval, seconded by Spielman, all were in favor.

## **CLOSED SESSION**

13. Spielman made a motion to meet in closed session, pursuant to Wis. Stat. Sec 19.85(1)(b), for the purpose of considering the dismissal, demotion, or discipline of a fire department employee under the commission's jurisdiction, or the investigation of charges against that individual. 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 Carney voting was as follows: Conley-aye, Carney-aye, Oathout-aye, Chairman-aye, and Spielman-aye. The commission moved into closed session at 5:33 pm.

## **ADJOURNMENT**

The meeting adjourned while in closed session at 5:50 PM.

Respectfully submitted,  
Lana Letto  
Beaver Dam Fire Department Administrative Assistant