

Meeting Minutes

Police & Fire Commission

October 28, 2008, 4:33 p.m.

Roll Call: Commissioners Meyer, Schleihs and Taylor

Commissioner Rice was present through teleconference

Commissioner Nuck, excused

Also Present: Fire Chief Zinda, Police Chief Jeff Morris, Mayor Andrew Halverson, Captain Kevin Ruder, Alderperson Hanson, Jodi Baganz, Mike Bink, Meredith Thorn

Index of these minutes:

2. People to be heard and announcements
3. Approval of the minutes of the October 7, 2008 Police and Fire Commission meeting.
4. Review, discussion and possible action on 2009 proposed police and fire department budgets
5. Discussion, with possible action, Police and Fire Commission Administrative Policies
6. Discussion, with possible action, future meeting dates of the Police and Fire Commission
7. Discussion, with possible action, purchase of new fire apparatus
8. Adjournment
2. People to be heard and announcements
3. Approval of Minutes

Commissioner Meyer believes paragraph 2 on Page 3 which deals with the job description of the Administrative Director needs clarification. This section pertains to maintaining appropriate service and staffing levels at the Fire Department. Chief Morris will ensure this paragraph is reviewed and forward any changes he feels are necessary directly to the Human Resources Manager.

Commissioner Taylor moved, seconded by Commissioner Meyer, to approve the minutes of the meeting of October 7, 2008.

Ayes, all; nays, none. Motion carried.

4. Review, discussion and possible action on 2009 proposed police and fire department budgets

Chief Morris distributed the 2009 proposed police and fire department budgets.

Changes to the budget that aren't shown at this time are:

Fire Department budget:

Page 7, Account 100.52.25300.8000 shows \$2,000.00. This should be zero.

Police Department budget:

Page 4, Account 100.52.20100.1265, dispatcher's wages shows \$286,395.00. This total should be \$321,395.00 which includes \$35,000 for the dispatcher internship program.

Page 5, 100.52.20100.2926, contracted/general equipment maintenance should be zero. The \$48,900.00 is included in account 100.52.20090.2906 which is contracted data processing charges.

Commissioner Meyer moved, seconded by Commissioner Taylor, to approve the police and fire budgets as presented with the above listed changes.

Ayes, all; nays, none. Motion carried.

5. Discussion, with possible action, Police and Fire Commission Administrative Policies

Chief Morris distributed changes he made to the Administrative policies. A short discussion followed.

The Commission will review the changes made by Chief Morris and forward any changes to Lee Ann prior to November 11, 2008. This item will appear on the November 18, 2008 agenda and the Commission should be prepared to discuss the policies in detail.

6. Discussion, with possible action, future meeting dates of the Police and Fire Commission

Included in the packets was a memo from President Schleihs which included dates of possible future meetings. President Schleihs feels the Commission should meet twice monthly until March 2009 considering all the work that still needs to be done in regard to the public safety concept.

Commissioner Taylor moved, seconded by Commissioner Meyer, to change the date of the November meeting to the 18th. Ayes, all; nays, none. Motion carried.

Commissioner Meyer suggested the commission review at the meeting of November 18th whether or not a meeting on December 2nd is necessary.

7. Discussion, with possible action, purchase of new fire apparatus

Chief Zinda distributed some information he received for apparatus quotes. Chief Zinda suggested the apparatus be purchased locally from Pierce Manufacturing which is located in Appleton, Wisconsin.

Commissioner Meyer moved, seconded by president Schleihs, to purchase a 100' platform and a 75' ladder from Pierce totaling \$1,441,165.00.

Ayes, all; nays, none. Motion carried.

8. Adjournment

The meeting adjourned at 6:23 p.m.

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