

Meeting Minutes  
Police & Fire Commission  
January 10 and January 14, 2000 January 10, 2000, 7:02 p.m.

Roll Call Commissioners Boylan, Fandre, Judy, Meyer and Taylor.

Also  
Present Police Chief Carpenter, Fire Chief Ugorek, Deputy Chief Eugene Szymkowiak, Mayor Wescott, Scott Rifleman - Fire Department, and Jodi Baganz - Fire Department

People to be heard and announcements

None.

Approval of Minutes

Commissioner Boylan moved, seconded by Commissioner Taylor, to approve the minutes of the December 14, 1999 meeting.

Ayes, all; nays, none. Motion carried.

Confirmation of Bills

Commissioner Taylor moved, seconded by Commissioner Boylan, to accept the confirmation of the December 1999 bills.

Ayes, all; nays, none. Motion carried.

Donation - Fire Department

Commissioner Boylan moved, seconded by Commissioner Taylor, to accept the donation of the following from the GFWC Stevens Point Women's Club:

Five (5) inflatable infant/child safety seats  
Four (4) hard-side child seats  
\$412.52 for miscellaneous pediatric equipment

Ayes, all; nays, none. Motion carried.

**Police Chief's Report**

Chief Carpenter reported:

**The statistical data sheet was reviewed. The number of calls for service continues to climb annually, enforcement actions (arrests/warnings/apprehensions) by officers are up and the motor vehicle accident rate within the city decreased in 1999. The Chief is proud of the performance of the entire Department.**

**The operational and capital budgets were reviewed.**

**The Department will be conducting CPR/Defibrillator/First Aid training for all personnel beginning January 18th. The defibrillators to be purchased will be compatible with those currently used within Portage County.**

Commissioner Taylor moved, seconded by Commissioner Fandre, to approve the Police Chief's report for December 1999.

Ayes, all; nays, none. Motion carried.

**Fire Chief's Report**

Chief Ugorek reported:

**The operational and capital budgets were discussed.**

**Unforeseen building maintenance expenses at Station 1 in November, 1999 totaled approximately \$2,000.00.**

**Update on new fire truck. Tentative delivery is May, 2000.**

Commissioner Boylan moved, seconded by Commissioner Meyer, to approve the Fire Chief's report for December 1999.

Ayes, all; nays, none. Motion Carried.

Discussion regarding ambulance districting and impact on station operations

Tabled.

Discussion, with possible action, regarding hiring of replacement personnel in the Fire Department

Commissioner Boylan moved, seconded by Commissioner Taylor, to approve the hiring of one employee to fill a vacant position effective January, 2000.

Ayes, all; nays, none. Motion carried.

Commissioner Boylan moved, seconded by Commissioner Taylor, to approve starting the hiring process for an anticipated vacancy.

Ayes, all; nays, none. Motion carried.

Adjourn into Closed Session (8:10 p.m.)

Adjourn into closed session pursuant to secs. 19.85(1)(c), Wis. Stats. for review on performance data of the police and fire chiefs.

Commissioner Boylan moved, seconded by Commissioner Fandre, to adjourn into closed session.

Roll Call: Ayes: Commissioners Boylan, Fandre, Judy, Meyer and Taylor.  
Nays: None. Motion carried.

Reconvene into Open Session (9:00 p.m.)

Commissioner Boylan moved, seconded by Commissioner Fandre, to reconvene into open session.

Roll Call: Ayes: Commissioners Boylan, Fandre, Judy, Meyer and Taylor  
Nays: None. Motion carried.

**Commissioner Taylor moved, seconded by Commissioner Fandre, to move Chief Carpenter s salary to midpoint on the anniversary date of his year of employment as according to the management pay plan.**

Ayes, all: nays, none. Motion carried.

Commissioner Meyer moved, seconded by Commissioner Fandre, to stand adjourned until Friday, January 14, 2000 at 8:00 a.m.

Ayes, all: nays, none. Motion carried.

Adjournment

The meeting adjourned at 9:02 p.m.

January 14, 2000, 8:00 a.m.

Roll Call Commissioners Boylan, Judy, Meyer and Taylor. Commissioner Fandre was excused.

Also

**Present Mayor Gary Wescott, Alderperson Jack Barr and Attorney Gerald O Brien**

Adjourn into Closed Session (8:01 a.m.)

Adjourn into closed session pursuant to secs. 19.85(1)(c), Wis. Stats. for review of performance data of the fire chief.

Commissioner Taylor moved, seconded by Commissioner Boylan, to adjourn into closed session.

Roll Call: Ayes: Commissioners Boylan, Judy, Meyer and Taylor.  
Nays: None. Motion carried.

Reconvene into Open Session (9:00 a.m.)

Commissioner Taylor moved, seconded by Commissioner Boylan, to reconvene into open session.

Roll Call: Ayes: Commissioners Boylan, Judy, Meyer and Taylor  
Nays: None. Motion carried.

Commissioner Meyer moved, seconded by Commissioner Taylor, that:

**Fire Chief Ugorek s request for early retirement is approved effective April 14, 2000. This is an early retirement. His request for no penalty in h annuity is approved. Monies will be from departmental salary savings.**

Fire Chief Ugorek is recognized for his many years of service to the department and community. He is most knowledgeable of fire safety and operations, and has contributed significantly to department fire operations over the years. But, the community is growing and the complexity of demands are increasing rapidly. There is a strong need for effective strategic planning which the Commission is initiating.

The Police and Fire Commission will begin study of the Fire Department structure and position descriptions. In the interim, Police Chief Carpenter **will be appointed as Acting Fire Chief upon Chief Ugorek s retirement while continuing as Police Chief.**

The foregoing is predicated on the following:

Incumbent has not grown with the position  
Strategic planning leadership is ineffective  
Failed to adequately consider the dynamics of a growing community  
Timely budget submissions - inadequate understanding of process/impact  
Complexity of EMS/Fire service interface inadequately dealt with

Ayes, all: nays, none. Motion carried.

Adjournment

The meeting adjourned at 9:05 a.m.

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