

Meeting Minutes

Police and Fire Commission Meeting Minutes

July 13, 1999

4:30 p.m.

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

Also
Present Police Chief Carpenter, Fire Chief Ugorek, Mayor Wescott, Therese Freiberg, Lisa Jakusz, Louis Molepske, John Molepske, Deputy Chief Barnes, Len Feldkamp, Mark Schoberele, Rocky Bumgarner and Brian Leahy - Portage County Gazette

People to be heard and announcements

None.

Approval of Minutes

Commissioner Taylor moved, seconded by Commissioner Boylan, to approve the minutes of the June 15, 1999 meeting.

Ayes, all; nays, none. Motion carried.

Confirmation of Bills

Commissioner Fandre moved, seconded by Commissioner Boylan, to accept the confirmation of the June 1999 bills.

Ayes, all; nays, none. Motion carried.

Discussion of Channels of Communication

Commissioner Judy moved, seconded by Commissioner Boylan, that City Attorney Louis Molepske, County Personnel Director Therese Freiberg and Personnel Specialist Lisa Jakusz work with Fire Department Liaison Bill Boylan to draft a policy outlining the channels of communication to be followed by Fire Department personnel. This policy will be reviewed at the August commission meeting.

The Police Chief will work with his management team to review the current chain of command policy in effect at the Police Department.

Ayes, all; nays, none. Motion carried.

Fire Chief's Report

Chief Ugorek reported:

The operational and capital budgets were discussed.
The individual off on an extended sick leave recently had cervical spine surgery. It will be approximately three or four weeks before it is known whether the surgery was successful. The individual is not expected back at work until October 31, 1999.
The air boat has been delivered. A public presentation of the air boat is anticipated for early August.
The Fire Department has a CESA 5 worker at the station for approximately the next three weeks. The individual is also a member of the Boy Scout Explorer Post and has a strong interest in fire fighting as a career. He assists in the maintenance and upkeep of equipment in the facility.

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

Ayes, all; nays, none. Motion Carried.

Opening and Award of bid for sale of fire truck

Chief Ugorek received two sealed bids for the 1967 fire truck. The bids were opened during the meeting by Commissioner Judy.

Commissioner Boylan moved, seconded by Commissioner Taylor, to accept the highest bid of \$507.37 from David Kawlewski. Ayes, all; nays, none. Motion carried.

Donation - Police Department

Commissioner Fandre moved, seconded by Commissioner Boylan, to accept \$50.00 from the Stevens Point Noon Lions Club and three stuffed bears from Taffy Town Precious Moments Club.

Ayes, all; nays, none. Motion carried.

Police Chief's Report

Chief Carpenter reported:

The monthly UCR and traffic bureau reports were reviewed.
The operational and capital budgets were reviewed.
The Department received 159 requests for police officer applications. 47 applications were received by the July 1, 4:00 application deadline. Applicants will be notified by Wisconsin County and City Testing Service regarding location and time of the written police entry level exam which is to be conducted on August 14, 1999. The Chief will begin the administrative review process regarding the applications received.
The Highway HH bridge dedication is scheduled for July 21, 1999 at 11:00 a.m.
Discussion regarding the proposed monthly data statistical reporting mechanism the Chief would like to implement. The Chief's goal is to provide the Commission with statistical information that can be used to identify trends or problems in our community.
Traffic accident statistics for June 1999 are low when compared to the same month of any of the preceding five years. The Chief contributes 1

in part, through the teamwork of Patrol Commander Ruder, Traffic Coordinator Carlson and the supervisors and officers on patrol duty. Accidents are being reviewed in relation to cause and location. Enforcement efforts are directed to lower accident rates in specific geographic areas. The Department will track the effectiveness of this problem solving approach in future months.

The Chief distributed a copy of the Department's news release regarding overnight parking. The Chief commended Records Administrator Hi Administrative Lieutenant Kudronowicz for the superior quality of work done in designing and administering a computer program to log and track permission and complaints regarding overnight parking.

Many police officers have continued to express interest in baseball style, duty uniform caps (optional) which would be worn while on duty during the summer months. After receiving internal input and study, the Chief amended the Department's uniform directive to include the duty uniform cap. The Chief commended the Police Officer's Organization members for their offer to purchase the initial issue of the duty uniform cap at a cost to the union of \$833.80. The Chief is proud that the police union is working with the police management team to improve working conditions and equipment for the Department. The efforts are a direct benefit to the community.

The Harley Davidson police motorcycle is being used frequently for patrol.

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

Ayes, all; nays, none. Motion carried.

Adjourn into Closed Session pursuant to secs. 19.85(1)(c) and (e), Wis. Stats. for the following:

- a. Update on Fire Department labor contract negotiations.
- b. Recommendation of probationary fire fighter to regular status.

Commissioner Judy 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

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 Boylan, that the immediate termination of the probationary fire fighter be enacted if the following conditions are not met by the probationary employee:

- a. To agree to an extension of the probationary period of six months.
- b. There will be a formal evaluation conducted every 30 calendar days. Feedback will be provided to the employee in detail after each 30 day evaluation.
- c. Termination can occur at any time if the employee's performance is not satisfactory.
- d. All areas of evaluation shall be satisfactory by the end of the proposed six month probationary period extension.

Ayes, all; nays, none. Motion carried.

Adjournment

The meeting adjourned at 6:30 p.m.

NOTE: After the July 13, 1999 commission meeting concluded the Commission learned that probationary Firefighter Schoberele completed his one year probationary period as of July 13, 1999. Therefore, the Commission recognizes Firefighter Schoberele as a regular status employee of the Fire Department.

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