

Meeting Minutes

Police and Fire Commission Meeting Minutes

September 14, 1999

4:30 p.m.

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

Also

Present Police Chief Carpenter, Fire Chief Ugorek, Mayor Wescott, Alderperson Barr, Therese Freiberg, Lisa Jakusz, Rocky Bumgarner, Len Feldkamp - SPFD, and Brian Leahy - Portage County Gazette

People to be heard and announcements

Rocky Bumgarner announced there is going to be a Y2K forum at the Public Library on Wednesday, September 22, 1999 at 7:00 p.m.

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

- a. Update on labor contract negotiations in Fire Department
- b. Review, with possible action, on performance evaluation of the Fire Chief
- c. Possible retirement and departmental reorganization (Fire Department)
- d. Recommendation of probationary fire fighter to regular status

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

Roll Call: (Present in closed session: Commissioners Boylan, Fandre, Meyer, and Taylor; Mayor Wescott; Chief Ugorek; Chief Carpenter; Therese Freiberg; Lisa Jakusz; Rocky Bumgarner; Alderperson Barr; and Lee Ann Spoon)

Ayes: Commissioners Boylan, Fandre, Meyer and Taylor

Nays: None. Motion Carried.

Reconvene into Open Session

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

Roll Call: Ayes: Commissioners Boylan, Fandre, Meyer and Taylor

Nays: None. Motion Carried.

Commissioner Taylor moved, seconded by Commissioner Boylan, to approve the labor contract changes as presented to the Commission by Personnel Specialist Lisa Jakusz and to continue the performance review of the Fire Chief to the October 1999 meeting.

Ayes, all; nays, none. Motion carried.

Commissioner Boylan moved, seconded by Commissioner Taylor, to accept the request of the retirement of Deputy Chief George Barnes effective December 23, 1999.

Ayes, all; nays, none. Motion carried.

Commissioner Fandre moved, seconded by Commissioner Boylan, to approve Firefighter Rick Anderson to regular status.

Ayes, all; nays, none. Motion carried.

Approval of Minutes

Commissioner Fandre moved, seconded by Commissioner Taylor, to approve the minutes of the August 10, 1999 meeting.

Ayes, all; nays, none. Motion carried.

Confirmation of Bills

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

Ayes, all; nays, none. Motion carried.

Discussion of Channels of Communication

The item was tabled and will be discussed at the October meeting.

Fire Chief's Report

Chief Ugorek reported:

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

**The fire fighter who is on extended sick leave is currently participating in a physical therapy work hardening program. He is scheduled to return work October 31, 1999.**

**One of the fire department vehicles had an alternator problem that was traced to an inverter. City maintenance was unable to fix the problem the vehicle was taken to a specialized mechanic. The Chief is unsure as to the amount of the repair, but expects the repair amount to be expensive.**

**The pump for the heating system at Station 1 needed repair work. The expected cost for the repair of the pump is approximately \$1,600.00.**

**The Chief briefed the commission on the fire at 900 Park Street.**

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

Ayes, all; nays, none. Motion Carried.

#### Donations - Police Department

Commissioner Taylor moved, seconded by Commissioner Fandre, to accept the following donations:

\$1,091.76 for the Safety Patrol program from Treb Inc.  
\$ 482.05 for the Safety Patrol program from Treb Inc.  
\$ 100.00 for the CounterACT program from Mabel Erickson

Ayes, all; nays, none. Motion carried.

#### Police Chief's Report

Chief Carpenter reported:

**The new monthly statistical report was reviewed and discussed.**

**The Chief distributed a memo from Capt. Daubert outlining the time line for the accreditation process. The goal for 1999 was to establish an internal accreditation chair committee and to review approximately 50% of operational policies. This will be accomplished.**

**The management team, with the help of Commissioner Taylor, is in the process of rewriting the Rules and Regulations of the Police Department. It is the Chief's intent that the final working draft of the Rules and Regulations be presented to the Commission at the October or November Police and Fire Commission meeting for the Commission's review and input.**

**The Chief distributed a memo from Lt. Ruder detailing the Defibrillator, CPR recertification and first aid training time line and cost analysis. Training dates are scheduled for January and February of 2000.**

**The Chief distributed a time line for the Police Officer recruitment process.**

**The Chief discussed a recent News Release regarding compliance checks at licensed tobacco premises. A letter was sent to retail license holders in the city detailing the current law regulating the sale of tobacco products.**

**The Chief distributed a letter from the Central Wisconsin Apartment Association commending the Department on the action it took in dealing with an underage drinking party on September 2, 1999.**

**Chief Carpenter, Alderperson Barr, Tom Schroder, Sgt. Carlson and the news media met and addressed Green Circle safety issues for bicyclists and pedestrians.**

Commissioner Boylan, seconded by Commissioner Fandre, to approve the Police Chief's report for August 1999.

Ayes, all; nays, none. Motion carried.

#### Adjournment

The meeting adjourned at 6:00 p.m.

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