

## CHAPTER 6

### FIRE DEPARTMENT & REGULATIONS

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### 6.01 ORGANIZATION OF FIRE DEPARTMENT.

(1) Personnel. The fire department of the city shall consist of one chief, two assistant chiefs, six captains, nine motor pump operators and such firefighters/paramedics as the common council and police & fire commission may, from time to time, designate or authorize.

(2) Platoon System. The officers and members shall be divided, as equally as is practical, into three platoons.

### 6.02 BOARD OF POLICE & FIRE COMMISSIONERS.

(1) Organization & Procedure. See Section 3.29 of this code.

(2) The board shall have such powers, duties, and functions as are prescribed in section 62.13 of the Wisconsin statutes.

(3) Additional Powers.

(a) The board shall have the power to organize and supervise the fire department and prescribe rules and regulations for its control and management.

(b) The board shall have the power to contract for and purchase all necessary apparatus and supplies for the use of the department, exclusive of the erection and control of the fire station buildings.

(c) The board shall have the power to audit all bills, claims, and expenses of the fire department before they are paid by the city treasurer.

### 6.03 FIRE CHIEF.

(1) Appointment and Term. See Section 3.31 of this code.

(2) Supervision of the Department. The chief shall have sole and absolute control and command over all persons connected with the fire department, with full power and authority over its management and discipline.

(3) Department Rules. The chief may prescribe and establish such rules and regulations as he may deem advisable, subject to the approval of the board of police & fire commissioners.

(4) Reports and Records.

(a) Inventory and Fire Reports. The chief shall cause inquiry into the cause of all fires in the city and keep a correct record thereof at his office, making a monthly report to the commissioners of the number of fires and such other essential information as they may require. An annual inventory report shall be presented as

of July 1st of each year and an annual fire and department report as of January 1st of each year.

(b) Budget Report. The chief shall prepare and submit to the commissioners on or before the first meeting in October of each year an estimate in detail of the whole cost and expense of providing for and maintaining the fire department during the coming year.

(5) Command at Fires. The chief, assistant chief, or officer in command at a fire shall have complete charge of all activities and procedures involved in fighting the fire and may cause the removal of any property or structure, either for its preservation or to prevent the spreading of fire or to protect adjoining property.

(6) Police Powers. The chief, assistant chief, and other officers of the department, when on duty at a fire or in response to an alarm for a fire, shall have authority to suppress any tumult or disorder and to order all individuals or companies to leave the neighborhood of any fire, and to command from the inhabitants of the city all needful assistance for the suppression of fires and in the preservation of property exposed to fire. Such officers shall also have authority to go upon and enter any property or premises and to do whatever may be reasonably necessary in the performance of their duties while engaged in the work of extinguishing any fire or performing any duties incidental thereto.

(7) Appointment of Subordinates, Promotions.

(a) Eligible List. The chief shall appoint subordinates subject to the approval of the board of police & fire commissioners. Such appointments shall be made by promotion when this can be done with advantage, otherwise from an eligible list provided by examination and approval by the board and kept on file with the secretary.

(b) Qualifications, Probation. Validity of such appointments must be established by subsequent approval of the commission. Any person appointed to the department shall be placed on trial for a twelve month probationary period after which he/she may be recommended to the board for permanent appointment. No person shall be appointed who is under 18 years of age. He/she must be a citizen of the United States and shall not have been convicted of a felony. He/she must have completed a high school educational course or its equivalent, and receive in testing a passing grade as determined by the commission. Veterans of the armed services shall receive a bonus of 10% added to the score of their competitive examination. Eligibility lists shall remain in effect for two years.

(c) Promotion. No member of the department shall be considered for promotion unless he/she has served a minimum of 5 years. Such promotion shall be recommended by the chief to the commissioners for their approval. Promotions shall be on a probationary basis, extending for one year at the discretion of the chief.

(d) Personnel must qualify for and keep in force a Wisconsin EMT license. This shall be required of all new members and any member who currently holds a Wisconsin EMT license.

(e) All members of the department must be able to qualify for and maintain a Wisconsin driver's license.

(8) Designation of Drivers. The chief shall designate the regular drivers of all apparatus and in the absence of a regular driver on any crew, the officer in charge shall designate an acting driver, subject to the approval of the chief.

#### 6.04 GENERAL RULES & REGULATIONS.

(1) Officer in Charge. The officer in charge at each station shall be responsible, while in quarters, for his/her shift, the apparatus and equipment, cleanliness and order in and about the station, and any such other duties as the chief may require. In responding to fire or any emergency alarm, he/she shall be in complete charge of the department if he/she be a deputy chief, and in the absence of a deputy chief, the next officer in the chain of command shall be in charge until the arrival of the chief or other superior ranking officer.

(2) Reporting for Duty. No shift or crew shall go off duty until properly relieved. If a member fails to report for duty, the officer in charge shall retain a full crew until such adjustments as approved by the chief may be effected. It shall be incumbent upon members to notify their station at least one-half hour before change of shift if they are unable to report for duty, giving the reason.

(3) Uniforms. The chief shall make suitable regulations under which the officers and members of the department will provide themselves with uniforms to be properly worn when on duty and any official business or on any detail, as the chief may require. Coat badges, cap badges, shirt emblems, helmets, and turnout coats, boots, and pants shall be provided by the city.

(4) Familiarity with Regulations. All members of the department shall familiarize themselves with the rules and workings of the department and perform such duties as their officer in charge may direct.

#### (5) Care & Operation of Apparatus.

(a) Daily Check. All apparatus and equipment thereon shall be checked daily, immediately after change of shifts by the assigned driver and any vehicle or equipment found not to be in good order shall be reported to the officer in charge who shall be responsible for correction or report to the chief.

(b) Speed Limitations. While driving apparatus, engineers shall never exceed a rate of speed that will endanger life or property. When returning to quarters after a run, drivers shall not exceed the posted speed limit.

(6) Accidents. All accidents or injuries, sustained while on duty, shall be reported to the officer in charge and a report made with complete details as to the cause. A brief entry shall be noted in the daily log.

(7) Training Programs. A comprehensive training program shall be maintained in the department so that all members may be familiar with all practical phases of fire fighting, pumping operations, first aid, use of all types of hand tools and equipment, and all other subjects which the chief may deem advisable.

(8) Off Duty Emergencies. All personnel of the department, while on or off duty, may always be required to assist in the protection of life and property in the event of conflagration or unusual fires at any time and be subject to call under any circumstances which the chief or the officer in charge may designate as an emergency.

(9) Rules of Behavior.

(a) Liquor and Drugs. No intoxicating liquor, beer, or other drugs shall be kept or consumed in or about the fire station or premises occupied by the department. Any member taking medication under doctor's orders, which may cause impaired reaction, shall notify the officer in charge at the start of the tour of duty.

(b) Alertness. Members of the department, while on floor duty at the stations, shall maintain an alert and wide-awake attitude and avoid lounging and dozing and generally maintain an appearance of an alert emergency service. No member shall retire before 9:00 o'clock p.m. while on duty unless permission is granted by the chief or officer in charge.

(c) Giving Out Information. No member of the department shall divulge any department information to an outsider. Newspaper and radio information such as date, time, location of fires or other calls for service may be given representatives of these agencies by the officer in charge. All other information will be given out at headquarters. No information shall be given out except as authorized by the chief.

(d) Profanity and Disrespectful Language. Profanity, immoral, or indecent language by officers or members is prohibited, nor shall disrespectful language be used when speaking to or of any superior officer. Criticisms of superior officers, discourtesies to the public or to members of the department, unjust treatment of members by officers, or vice versa, or movements tending to create dissension or appearing to ignore responsible officials will be considered breeches of discipline and treated accordingly.

(e) Off-duty Occupations. Members of the fire department will not engage in off-duty occupations which call for regular hours and places a firefighter on a regular payroll other than that of the city. The intent and purpose here is to preserve and retain the fidelity and duty of the firefighter exclusively to the fire department,

but not to arbitrarily prohibit an otherwise industrious and energetic member from augmenting his/her income by participating in odd jobs where such participation imposes no hardship or penalty on any other person and does not divert or divide the allegiance of the firefighter.

(f) Offenses Subject to Suspension & Dismissal. It is the duty of all officers and members to familiarize themselves with the following offenses and wherever evidence tending to substantiate any offense is possessed by any member, he/she shall forward such evidence in writing to the chief as formal charges:

1. Intoxication
2. Neglect of duty
3. Absence without leave
4. Disobeying orders of superior officers
5. Disrespect to superior officers
6. Conduct prejudicial to good order
7. Conduct unbecoming a member
8. Cowardice or shirking duty at a fire

(g) Improper Conduct. Any member may be subject to dismissal under any circumstances where he/she may be found guilty of conduct unbecoming an officer or member, or of conduct in any manner prejudicial to the good of the department, its good order and smooth functioning, or its discipline.

#### 6.05 FIRE BEYOND CITY LIMITS.

(1) When Authorized. No fire runs shall be made beyond the city limits, except in those instances where the board of police & fire commissioners has taken official action to provide such service to outlying areas either by contractual relationship or by reciprocal agreement.

(2) Attendance at Fire by Chief. The chief shall attend and direct those fire fighting operations within the city which, in his/her judgment, shall require his/her attention. The chief shall, at his/her discretion, accompany apparatus on out-of-city runs.

6.06 (DUTIES OF CITIZENS - renumbered on July 19, 2010 to become Section 24.46)

6.07 (BUREAU OF FIRE PREVENTION - renumbered on July 19, 2010 to become Section 24.47)

6.08 (OUTDOOR, ORDINARY COMBUSTABLE-FIRED/FUELED, FURNACES - renumbered on July 19, 2010 to become Section 24.48)

6.09 ORDINANCE IDENTIFYING PRODUCTS PROHIBITED FROM BEING BURNED

(1) Materials and Products That May Not be Intentionally Burned.

(a) Unless a specific written approval has been obtained from the Stevens Point Fire Department, the following materials may not be burned in an open fire, incinerator, burn barrel, furnace, stove or any other indoor or outdoor incineration

(b) Rubbish or garbage including but not limited to food wastes, food wraps, packaging, animal carcasses, paint or painted materials, furniture, composite shingles, construction or demolition debris or other household or business wastes.

(c) Waste oil or other oily wastes except used oil burned in a heating device for energy recovery subject to the restrictions in Chapter NR 590, Wisconsin Administrative Code.

(d) Asphalt and products containing asphalt.

(e) Treated or painted wood including but not limited to plywood, composite wood products or other wood products that are painted, varnished or treated with preservatives.

(f) Any plastic material including but not limited to nylon, PVC, ABS, polystyrene or urethane foam, and synthetic fabrics, plastic films and plastic containers.

(g) Rubber including tires and synthetic rubber-like products.

(h) Newspaper, corrugated cardboard, container board, office paper and other materials that must be recycled in accordance with the recycling ordinance, Chapter 21.

6.10 FREQUENCY OF INSPECTIONS. Pursuant to Wisconsin Administrative Code Chapter Comm 14.01(11)(b)(6), the chief of the fire department is authorized to reduce the frequency of fire inspections required under Wisconsin Administrative Code Chapter Comm 14.01(11)(b)(5) to at least once per calendar year, provided the interval between those inspections does not exceed 15 months.