



POLICE & FIRE COMMISSION MEETING MINUTES

Meeting, Monday, March 14, 2022, 6:00 p.m.

Port Washington Police Dept. Community Room, 365 N. Wisconsin Street

1. Roll call. Present: Rick Nelson, Jim Bieber, Edward Johnson, Terry Tietyen, Sarah Burdette. Also present: Police Chief Kevin Hingiss, Fire Chief Mark Mitchell, Alderperson Dan Benning, Former Mayor Marty Becker, Officer Matt Keller, Marzena Keller, and Matthew Keller. From the Ozaukee Press, Kris Halbig-Ziehm. Meeting called to order at 6:05 p.m.
2. Public Appearances, Comments, and Correspondence. Former Mayor Becker spoke to thank and congratulate Officer Keller for his 25 years of service.
3. Review of Previous Meeting Minutes. Motion to approve the minutes of the February 14, 2022 PFC meeting by T. Tietyen, seconded by J. Bieber. Motion carried on voice vote.

POLICE DEPARTMENT

1. Honor Officer Matt Keller for 25 years of service. Chief Hingiss honored Officer Matt Keller for his 25 years of service, highlighting his work with the evidence room and as a motorcycle officer. Officer Keller's family was introduced. The PFC thanked Officer Keller for his service.
2. 2021 Annual Report. In reviewing the annual report, Chief Hingiss commended the department officers and staff for covering during the year's personnel shortages, work on digital evidence, and the school resource officer program.
3. Review of bills – January/February 2022. The bills were reviewed. Chief Hingiss will investigate why some of the January bills appeared twice.
4. Review of budget – January/February 2022. No concerns expressed. The overtime for February was reviewed. Chief Hingiss indicated that the overtime situation is getting better at this time.
5. Municipal Court statement – January 2022. The statement was reviewed.
6. Calls for Service – February 2022. Calls reviewed.
7. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. Chief Hingiss reported that a new squad has been received and is awaiting outfitting. New radios have been installed in the squads, but have not been activated yet. The Chief commended the officers involved in a recent home invasion incident. The next meeting of the Police & Fire Commission was scheduled for April 11, 2022.

AMBULANCE DEPARTMENT

1. Review and discussion – February 2022 Ambulance Invoices. Invoices reviewed.
2. Review and discussion – Ambulance Budget through 02-28-2022. In reviewing the budget, Chief Mitchell indicated that due to recent legislative enactments, the ambulance grant and Medicare rates will be increased.
3. Review and discussion – February 2022 Ambulance Calls, both Transports and Non-Transports. The calls were reviewed.
4. Review and discussion – February 2022 Paramedic Intercepts. The intercepts were reviewed. Chief Mitchell noted that the number of intercepts may drop due to Saukville hiring two paramedics.
5. Review, discussion, and possible action to approve the newly proposed EMS ranks & job descriptions (Revised from last meeting). The descriptions were satisfactorily revised. Chief Mitchell reviewed the background of the proposal. E. Johnson moved to approve the EMS ranks and job descriptions. J. Bieber seconded. Motion carried on voice vote.
6. Discussion and action to hire Jonathon Dishinger as a part-time FF / EMT-Paramedic pending physical exam and drug testing results. Chief Mitchell advised that Jonathon Dishinger has passed the background check, and reviewed other aspects of his qualifications. T. Tietyen made a motion to approve the hiring of Jonathon Dishinger as a part-time FF/EMT-Paramedic. S. Burdette seconded.

Motion carried on voice vote.

7. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. No further business.

FIRE DEPARTMENT

1. Review and discussion – February 2022 Fire Invoices. The invoices were reviewed. The amount pertaining to water for the Village of Belgium related to a fire assistance call and will be reimbursed.
2. Review and discussion – Fire Budget through 02-28-2022. The budget was reviewed. Some of the expenses related to annual truck maintenance performed in January.
3. Review and discussion – February 2022 Fire Calls. The calls were reviewed.
4. Fire Chief's Report
 - Update on preparation of the PFC's report to the City Council. Chief Mitchell advised that this report is still being compiled, with completion anticipated in time for the April PFC meeting. An element of the report will be a survey of fire department members.
 - Update on the legal activity involving the Department's Administrative Assistant who is on administrative leave. Chief Mitchell informed the Commission that the Administrative Assistant's trial date on the criminal charges is scheduled for March 23, 2022.
 - Update on the multiple efforts to find a Fire & EMS staffing solution in Ozaukee Co. Chief Mitchell related that a request for proposal is being drafted for the Wisconsin Policy Forum to perform a study regarding implementing consolidation proposals for the county member departments. In addition, CARES Act money is being proposed to help fund positions. Mequon, Thiensville, and Cedarburg are in talks to merge departments. The Chief expressed concerns that Port Washington's needs will not adequately be met by some of the elements under consideration.
5. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. T. Tietyen commended Chief Mitchell for the level and quality of service in the face of the rising number of calls the department has been handling.

Adjournment. Motion by T. Tietyen, seconded by J. Biever, to adjourn the meeting. Motion carried on voice vote. Chair Nelson adjourned the meeting at 6:59 p.m.

Respectfully submitted by,

Edward Johnson, Secretary