



POLICE & FIRE COMMISSION MEETING MINUTES

Meeting, Monday, April 11, 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 Deb Postl, Alderperson Dan Benning. From the Ozaukee Press, Kris Halbig-Ziehm. Meeting called to order at 6:06 p.m.
2. Public Appearances, Comments, and Correspondence. None.
3. Review of Previous Meeting Minutes. Motion to approve the minutes of the March 14, 2022 PFC meeting by T. Tietyen, seconded by J. Bieber. Motion carried on voice vote.

POLICE DEPARTMENT

1. Lt Nye – very recent graduate of Northwestern Staff & Command School to give a synopsis of his training. Lt. Nye informed the Commission that the training was, “Intense,” and “a great experience.” He learned a lot that he looks forward to using with the Department.
2. Review of bills – March 2022. In reviewing the bills, Chief Hingiss again addressed issues with the phone bills. ACC Business is a new phone provider. The charges for propane removal from the squad cars will be reimbursed.
3. Review of budget – March 2022. The budget was reviewed. It was noted that 50% of the budgeted amount for phone bills has already been spent.
4. Municipal Court statement – February 2022. The statement was reviewed.
5. Calls for Service – March 2022. Calls reviewed.
6. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. Chief Hingiss noted that a squad had been damaged while en route to an assistance call. Officer Narlock has finished his field training. There is CPR and AED training for the department scheduled this month. The Spring shoot at the firing range is scheduled for next week. Officer Bergin began clandestine lab training. The next meeting of the Police & Fire Commission was scheduled for May 9, 2022.

AMBULANCE DEPARTMENT

1. Review and discussion – March 2022 Ambulance Invoices. The invoices were reviewed. The bills from Emergency Medical Products were for two scoop stretchers.
2. Review and discussion – Ambulance Budget through 03-31-2022. The budget was reviewed.
3. Review and discussion – March 2022 Ambulance Calls, both Transports and Non-Transports. Chief Mitchell indicated that with Saukville starting a paramedic program, the amount of assistance from Grafton should be reduced.
4. Review and discussion – March 2022 Paramedic Intercepts. Chief Mitchell mentioned that the number of intercepts should drop due to Saukville hiring two fulltime paramedics.
5. Discussion and possible action to endorse the Ozaukee Co. plan to offer grants to Ozaukee Co. municipalities for the purpose of supplementing current full-time Firefighter/Paramedic staffing. The proposal from the Ozaukee County Board to offer \$200,000 grants to municipalities for hiring of fulltime firefighter/paramedics was discussed. These grants are for a total of 30 months, conditioned upon the municipality continuing to fund the positions at the end of the grant. The communities must demonstrate sustainability in their grant applications. E. Johnson moved that we urge the Common Council to apply for the Ozaukee County fulltime firefighter/paramedic grant. T. Tietyen seconded. Motion carried.
6. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. J. Bieber suggested that the PFC send a letter of thanks to the Ozaukee County Sheriff and County Board for creating the fulltime Firefighter/Paramedic grant program. The PFC agreed to this.

FIRE DEPARTMENT

1. Review and discussion – March 2022 Fire Invoices. Invoices reviewed.
2. Review and discussion – Fire Budget through 03-31-2022. Chief Mitchell informed the PFC that the one-half year payment for the fire services contract had been remitted by the Town of Port Washington.
3. Review and discussion – March 2022 Fire Calls. The calls were reviewed.
4. Review, discussion, and possible action of the draft PFC report to the City Council. Chief Mitchell reviewed the draft report. The report will be further reviewed, and Commission members are to notify the Chief of any editing suggestions they have. J. Biever and E. Johnson will assist with the compilation of the final report. A special meeting will likely be held to review the report before its submission.
5. Fire Chief's Report
 - 2% State Fire Dues Audit. Chief Mitchell informed the Commission that the Department passed the audit.
 - Accident involving T460. During training in Mequon, a minor accident occurred with this vehicle.
 - Update on new County radio distribution. Chief Mitchell related that the mobile radios were installed last month. He expressed displeasure with the consultant used on the project and the length of time the project took.
 - Update on hiring the full-time Firefighter/Paramedic. According to Chief Mitchell, two applicants are going through the assessment center on April 18th. Assuming they pass that, the Chief will work with the PFC on a date to schedule interviews.
6. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings.

Adjournment. Motion by T. Tietzen, seconded by S. Burdette, to adjourn the meeting. Motion carried on voice vote. Chair Nelson adjourned the meeting at 7:50.