



**CITY OF PORT WASHINGTON, OZAUKEE COUNTY, WI
POLICE & FIRE COMMISSION**

Monday, March 13, 2023 at 6:00 p.m.

Port Washington Police Department, 365 N Wisconsin St, Port Washington, WI 53074

Mission Statement: The Police and Fire Commission (PFC) exists for the benefit of all our citizens, who expect and deserve a high level of public safety. We oversee the Police Department, Fire Department, and Emergency Medical Services in a fiscally responsible manner. Our mission is to hire and retain the most qualified personnel and advocate for the best training, equipment, and facilities to allow them to carry out their tasks. The safety of our residents and protection of life and property is our goal.

Meeting Minutes

1. Roll Call. Jim Biever, Sarah Burdette, Edward Johnson, Joseph Dean, Jill Eernisse. Also present: Police Chief Kevin Hingiss, Fire Chief Mark Mitchell, City Administrator Tony Brown, Deputy Fire Chief Joe DeBoer, Rick Nelson. Chair Biever called the meeting to order at 6:00 p.m.
2. Public Appearances, Comments, and Correspondence. None.
3. Review of Previous Meeting Minutes. J. Dean offered a correction to the meeting minutes in item 7.a, by changing the sentence, "After discussion and to prevent paying a price increase, Jim Biever signed the contract in lieu of Common Council approving purchase of fire apparatus at the 2/21/23 meeting." The sentence now reads, "After discussion and to prevent paying a price increase, Jim Biever signed the contract ahead of the anticipated Common Council approval of the purchase of fire apparatus at the 2/21/23 meeting." Motion to approve the minutes, as amended, of February 13, 2023 meeting of the PFC by J. Dean, seconded by J. Eernisse. Motion carried by voice vote.
4. Recognition of Service Anniversaries. Chair Biever recognized the following service anniversaries:
 - a. For the Fire Department:
 - i. Dan Cehanovich, 20 years.
 - ii. Todd Dicker, 11 years.
 - iii. Mike Grittner, 10 years.
5. Sustainable Fire Department Services Presentation by City Administrator Tony Brown. Tony Brown, Chief Mitchell, and Deputy Chief DeBoer made a presentation regarding the sustainability of Fire Department services. Tony Brown anticipates continuing to look at both the consolidation and enhanced PWFD options and to come back in summer for an update.
6. Discussion and possible action based on the discussion after reviewing Agenda item #5. J. Dean made a motion that, While we remain open to consolidation, it is the current view of the PFC to pursue the "enhanced option." We encourage the city consolidation leadership team to provide a final decision matrix no later than the August 2023 PFC meeting. J. Eernisse seconded. Motion carried on voice vote.

POLICE DEPARTMENT

1. Review and Discussion – February 2023 Bills. Chief Hingiss highlighted the ACC telephone bill and related that the city had hired someone to look at telephone costs. He anticipates that we will hopefully see improvement in telephone billings next year.
2. Review and Discussion – January 2023 Municipal Court Statement. Statement reviewed.
3. Review and Discussion – February 2023 Calls for Service. The calls were reviewed. Chief Hingiss explained the differences between 911 and 911 cell on the report.
4. Review and Discussion – January 2023 Wisconsin Incident Based Reporting (WIBR). The report was reviewed.
5. Update on training of new officers and scheduling. Chief Hingiss updated the PFC.
6. Police Department Heating/Cooling System. Chief Hingiss reported that there are issues with the boilers. Repairs are currently needed. He has received approval to proceed with the needed repairs this year.
7. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. J. Dean expressed appreciation for his ability to recently participate in MILO training.
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AMBULANCE DEPARTMENT

1. Review and Discussion – February 2023 Ambulance Invoices. The invoices were reviewed. Chief Mitchell noted the Stryker bill was for annual maintenance, as well tires were purchased.
2. Review and Discussion – 2023 Ambulance Budget through January 2023. The budget was reviewed. Chief Mitchell informed the PFC that city staff indicated revenue was not able to be reported yet.
3. Review and Discussion – February 2023 Ambulance Calls, both Transports and Non-Transports. The calls were reviewed. Chief Mitchell reported that there were over 100 calls in February.
4. Review and Discussion – February 2023 Paramedic Intercepts. Reviewed.
5. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. None.

FIRE DEPARTMENT

1. Review and Discussion – February 2023 Fire Invoices. The invoices were reviewed.
2. Review and Discussion – 2023 Fire Budget through January 2023. Chief Mitchell pointed out that the dues & fees and computer service items were annual amounts payable in February.
3. Review and Discussion – February 2023 Fire Calls. The calls were reviewed.
4. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. The next meeting of the Police & Fire Commission was set for April 10, 2023, at 6:00 p.m.

Adjournment. Motion by S. Burdette, seconded by J. Eernisse to adjourn the meeting. Motion carried on voice vote. Chair Biever adjourned the meeting at 8:23 p.m.

Police & Fire Commissioners

Chair James Biever, Vice Chair Sarah Burdette, Secretary Edward Johnson, Joseph Dean, Jill Eernisse