



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

**Monday, April 10, 2023 at 6:00 p.m.**

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

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*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, Edward Johnson, Joseph Dean, Jill Eernisse. Also present: Fire Chief Mark Mitchell, Police Chief Kevin Hingiss, Deputy Fire Chief Joe DeBoer, Fire Lt. Sam Lorge, Marty Becker, Rick Nelson, Terry Tietyen, Diane Tietyen, Patty Tietyen, Jeff Tietyen. From the Ozaukee Press, Kris Halbig-Ziehm. Chair Biever called the meeting to order at 6:00 p.m.
2. Public Appearances, Comments, and Correspondence. A moment of silence was observed for the two slain police officers from Barron County.
3. Review of Previous Meeting Minutes. Motion to approve the meeting minutes of the March 13, 2023 meeting of the PFC by J. Dean, seconded by J. Eernisse. Motion carried on voice vote.
4. Recognition of Terry Tietyen for his 18+ years of service on the PFC. Chair Biever commended Terry Tietyen for his dedicated service to the City of Port Washington by being a member of the PFC. All commissioners joined in appreciative comments.
5. Recognition of Service Anniversaries. Chair Biever recognized the following service anniversaries:
  - a. For the Police Department:
    - i. Lt. Ryan Hurda, 14 years.
    - ii. Lt. Kurt Knowski, 23 years.
    - iii. Officer Daniel Wolff, 25 years.
    - iv. Capt. Craig Czarnecki, 32 years.

### **POLICE DEPARTMENT**

1. Review and Discussion – March 2023 Bills. The bills were reviewed. Chief Hingiss noted a reduction in phone costs.
2. Review and Discussion – Police Budget through February 2023. The budget was reviewed. Chief Hingiss related that some numbers were not available at this time.
3. Review and Discussion – February 2023 Municipal Court Statement. The statement was reviewed.
4. Review and Discussion – March 2023 Calls for Service. The calls were reviewed.
5. Review and Discussion – February 2023 Wisconsin Incident-Based Reporting (WIBR). The report was reviewed. A question was raised as to why November was the month used for comparison. Chief Hingiss will review this and inform the PFC.
6. Resignation of Officer Gary Belzer. Chief Hingiss announced the resignation of Officer Belzer effective 5/1/23. A party in his honor will be held 4/20/23. The Chief will investigate with the academies as to possible hiring candidates.
7. Discussion of the department's general order 2.4.5 – Secondary Employment & Request for Approval of Secondary Employment form. Chair Biever sought to have a review of this general order. The order was reviewed. E. Johnson will discuss with Chief Hingiss some questions related to the order.
8. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. Chief Hingiss announced that he was working on a special order for recognition awards. There will be a recognition ceremony on May 24<sup>th</sup> at 6:00 p.m.

### **AMBULANCE DEPARTMENT**

1. Review and Discussion – March 2023 Ambulance Invoices. The invoices were reviewed.
2. Review and Discussion – March 2023 Ambulance Calls, both Transports and Non-Transports. The calls were reviewed. Chief Mitchell noted that response times were staying steady.
3. Review and Discussion – March 2023 Paramedic Intercepts. Reviewed.

4. Hiring of New Part-Time Employees: EMT-B Preston Smith and A-EMT Deana Laabs. Chief Mitchell informed the PFC of these new hires.
5. Resignation of A-EMT Joanne Godersky. Chief Mitchell related Joanne Godersky's resignation. She had been with the department for 10 years. He also noted that Garrett Taleck had been terminated as an EMT-B.
6. Demonstration of the Department's new LUCAS Device. Deputy Chief DeBoer demonstrated the LUCAS Device, which was purchased with grant funds. It is a cardiopulmonary assist system that was described as a "force multiplier" for chest compressions, and will be very helpful.
7. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. None.

## **FIRE DEPARTMENT**

1. Review and Discussion – March 2023 Fire Invoices. The invoices were reviewed.
2. Review and Discussion – March 2023 Fire Calls. The calls were reviewed. False alarm calls were discussed.
3. 2022 Port Washington Fire Department Annual Report. Chief Mitchell presented the Annual Report. After a review by the PFC, it will be forwarded to the city.
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 May 8, 2023, at 6:00 p.m.

Adjournment. Motion by Jill Eernisse, seconded by J. Dean, to adjourn the meeting. Motion carried on voice vote. Chair Biever adjourned the meeting at 6:51 p.m.

Respectfully submitted,  
Edward Johnson, Secretary

*Police & Fire Commissioners*

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