



POLICE & FIRE COMMISSION

Meeting Minutes

Monday, March 8, 2021, 6:00 p.m.

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

1. Roll call: Members present Rick Nelson, James Bieber, Jennifer Clearwater, Edward Johnson and Terry Tietyen. Also present Police Chief Kevin Hingiss, Fire Chief Mark Mitchell, Police Captain Craig Czarnecki, City Administrator Tony Brown, Alderperson Dan Benning, Patrick Mannix (see #2 below), Patricia Morrissey (see #2 below). Kris Halbig-Ziehm Ozaukee Press.
2. Public Appearances, Comments, and Correspondence. Public Appearance: Patricia Morrissey (a city of Port Washington resident), thanked the Police and Fire Departments for their fine service provided to the community. Mrs. Morrissey had questions and a request for information related to ethnicity and demographical data. Mrs. Morrissey requested access to data to research particularly ethnicity of persons who interact with the police. She had several questions which were answered and she was referred to speak to Police Chief Hingiss regarding information that may be available. Chief Mitchell invited Mr. Patrick J. Mannix of Andres Medical Billing, Ltd. (AMB) AMB recently purchased the company that was doing the billing for ambulance and paramedic service for the Port Fire Dept. Ambulance. Mr. Mannix is the PWFd representative for AMB to the Department. Mr. Mannix introduced himself explained the recent purchase and answered several questions.
3. Review of Previous Meeting Minutes. Motion by J. Clearwater second by J. Bieber to approve the minutes of the February 8th, 2021 PFC meeting. Motion approved on voice vote.
4. Recognition of Captain Czarnecki for his 30 years of service to the police department. Capt. C. Czarnecki was congratulated and thanked for his thirty years of service to the City of Port. He was recently promoted to the rank of Captain.

NOTE: Chair Nelson requested moving items #10, #11, and #12 from Police Department Agenda to this point of the meeting. There were no objections.

10. Closed session. Motion by T. Tietyen, second by J. Clearwater to enter closed session pursuant to Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation, or performance of a public employee over which the governmental body has jurisdiction or exercises responsibility, to-wit: discuss compensation. Motion carried on a roll call vote, all members voting aye. Chief Hingiss and City Administrator T. Brown were requested to remain for the session.
11. Reconvene in open session. Motion by T. Tietyen second by J. Clearwater to reconvene in open session. Motion carried on a roll call vote. All members voting aye. Persons excluded invited back into meeting.
12. Action on item discussed in Closed Session: Motion by E. Johnson second by J. Clearwater, to adjust Police Chief Kevin Hingiss annual salary to \$114,869.00, adjustment to be made by reallocation of funds currently in the Police Department budget. Motion carried on voice vote.

AMBULANCE DEPARTMENT

1. Review and discussed - February 2021 Ambulance Invoices
2. Review and discussed - Ambulance Budget through 2/28/21
3. Review and discussed - February 2021 Ambulance Calls, both Transports and Non-Transports
4. Review and discussed- February 2021 Paramedic Intercepts
5. Update on application process for the full-time positions: One application has been received for the full-time position, there may be two candidates within the department who are interested. Several other area departments are in the process of hiring paramedics the department is at a disadvantage due to other communities offering a higher starting salary. Application deadline is 3-12-21 with test and interviews to follow.
6. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings.

FIRE DEPARTMENT

1. Review and discussed - February 2021 Fire Invoices
2. Review and discussed - Fire Budget through 2/28/21
3. Review and discussed - February 2021 Fire Calls
4. Ozaukee Joint Fire & EMS Study Update. The Wisconsin Police Forum is to be released to the press on March 10 and released to the public the week of 3-12. The common council will discuss the report at the March 16th meeting.

The Port Fire Dept. Association purchased three Fire TKO (grenades), **Fire Technology Knockout LLC**, at a cost of \$800 each with funds through a donation from Wauwatosa Savings Foundation and an anonymous gift. The units are deployed early in a fire they contain a fine powder and an aerosol which cools the fire allowing an earlier rescue of any person inside the burning structure. Deployment is by activating the unit and throwing through and opening in the structure.

5. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings.

POLICE DEPARTMENT

1. Review of bills – February 2021
2. Review of budget – February 2021
3. Municipal Court statement – 2020 Memo Reviewed
4. Calls for Service – February 2021 Reviewed and discussed
5. Review of Energy-Efficient Lighting Upgrade impact 2019 vs. 2020. Chief Hingiss provided a graph which shows a savings on electricity bills of 20% 2020 over 2019.
6. Job posting for new officer. About 20 applications have been received, written test on March 27, at the middle school. Interviews with department command staff Mid-April and interviews with PFC the week of April 19th.
7. Secondary Employment applications: Michael Davel, Craig Czarnecki, Jim Russell, Taylor Russell, Dan Wolff, Ryan Hurda, Eric Leet, Annie Bialzik. Chief Hingiss has no objection to approving all applicants. Motion by J. Clearwater, second by J. Bieber to approve all applications. Motion carried on voice vote.
8. March training. The annual mandatory In-Service has started for all officers, Lieutenant J. Nye is attending Supervisor Training at WCTI.
9. Update on Ozaukee Law Enforcement addressing citizen questions on racism and racial basis. Chief Hingiss updated the commission on the program.
Items #10, #11, & #12 were moved under PFC agenda.
10. Motion to go into closed session pursuant to Wis. Stat. § 19.85(1)(c) to consider employment, promotion, compensation, or performance of a public employee over which the governmental body has jurisdiction or exercises responsibility, to-wit: discuss compensation.
11. Reconvene in open session.
12. Possible action on any item discussed in closed session.
13. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings.

Adjournment: Motion by J. Bieber second by T. Tietyen to adjourn the meeting. Carried on voice vote.
Chair adjourns meeting at 8 P.M.

Respectfully submitted,

Terry Tietyen, Secretary

PFC Commissioners: Chair Richard Nelson, Terry Tietyen, Jennifer Clearwater, James Bieber, Edward Johnson