



POLICE & FIRE COMMISSION

Meeting Minutes

Meeting, Monday, June 14, 2021, 6:00 p.m.

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

1. Roll call. Present: Rick Nelson, Jim Biever, Edward Johnson, Terry Tietzen, Sarah Burdette. Also present: Fire Chief Mark Mitchell, Police Lt. Jerry Nye, Alderperson Dan Benning, Marty Becker, Mason Thill. From the Ozaukee Press, Kris Halbig-Ziehm. Meeting called to order at 6:00 p.m.
2. Public Appearances, Comments, and Correspondence. Mason Thill told the Commission about his intent to carry out a bicycle ride fundraiser on behalf of the fire department. It is to be called the Nick Grosenick Memorial Bike Ride, to be held July 2, 2021. The ride will be 103 miles, from Ozaukee County to Door County. The money raised will support the purchase of a cordless electric fan for the fire department. The fundraising goal is \$5,500. The chair and members thanked Mason for his generosity and support.
3. Review of Previous Meeting Minutes. Motion to approve the minutes of the May 10, 2021 PFC meeting by T. Tietzen, seconded by J. Biever. Motion carried on voice vote.

POLICE DEPARTMENT

1. Review of bills – May 2021. Bills reviewed and discussed.
2. Review of budget – May 2021. Lt. Nye discussed that due to staffing absences the amount of anticipated overtime this summer will be increasing.
3. Municipal Court statement – April 2021. Statement was reviewed.
4. Calls for Service – May 2021. Statement was reviewed.
5. Upcoming Events (Safety Town 6/14-6/26) – Lt. Nye relayed that Officer Bergin will be leading the Safety Town activities. Pedestrian and bicycle safety will be among the topics discussed.
6. Update on hiring process – Lt. Nye indicated there is still some testing to be completed, which it is hoped will allow for results and a hire by the end of the month.
7. Summer scheduling issues and OT costs – Covered in item 2.
8. 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 scheduled for July 12, 2021, at 6:00 p.m.

AMBULANCE DEPARTMENT

1. Review and discussion - May 2021 Ambulance Invoices. Invoices reviewed and discussed. Chief Mitchell highlighted the expenditures of batteries for radios, which were caused by a delay in receiving new radios.
2. Review and discussion - Ambulance Budget through 5/31/21. Budget reviewed.
3. Review and discussion - May 2021 Ambulance Calls, both Transports and Non-Transports. Item reviewed.
4. Review and discussion - May 2021 Paramedic Intercepts. It was indicated that the monthly form submitted to the Commission will no longer indicate hospitals to which transports were made.
5. Review and discussion of Andres Medical Billing Ltd. Billing procedures for non-transport ambulance calls – The billing procedures remain the same as with the prior vendor.
6. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. Chief Mitchell indicated there are two applicants for part-time paid on-premise positions, one paramedic, one EMT. They are going through the application process.

FIRE DEPARTMENT

1. Review and discussion - May 2021 Fire Invoices. Reviewed and discussed.
2. Review and discussion - Fire Budget through 5/31/21. Reviewed.
3. Review and discussion – May 2021 Fire Calls. Reviewed. There was some clarification on false alarm calls.
4. Update and discussion on the plans for a second fire station. Chief Mitchell related that the Madeline Island Fire Department, to which we donated a truck after their station burned down, has built a new station.
5. Fire Chief's Report
 - Recognizing recent members who completed MATC advanced training for certifications or licenses. Chief Mitchell presented a list, and indicated this was the most members who have attended since he has been Chief.
 - Update on full-time FF/EMT-P members – Chief Mitchell noted that since the two new hires began both working 24-hour shifts that there has been a big decline in the need for other departments to help cover our calls.
 - Update on the construction of the new ambulance – Although Chief Mitchell anticipated delivery of the new ambulance in June, due to vendor/supplier issues, it is now believed it will be early to mid-September for delivery.
6. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. Chief Mitchell related that the Fire Department will also be participating in Safety Town activities, primarily focused on kindergarteners and those that missed the presentation last year due to the pandemic.

Adjournment. Motion by T. Tietyen, seconded by J. Biever to adjourn the meeting. Motion carried on voice vote. Chair Nelson adjourned the meeting at 7:02 p.m.

Respectfully submitted by,

Edward Johnson, Secretary

PFC Commissioners: Chair Richard Nelson, James Biever, Edward Johnson, Terry Tietyen, Sarah Burdette