



## **POLICE & FIRE COMMISSION MEETING MINUTES**

Meeting, Monday, December 13, 2021, 6:00 p.m.  
*Port Washington Police Dept. Community Room, 365 N. Wisconsin Street*

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1. Roll call. Present: Rick Nelson, Jim Biever, Edward Johnson, Terry Tietyen, Sarah Burdette. Also present: Fire Chief Mark Mitchell, Police Chief Kevin Hingiss, Alderperson Dan Benning. From the Ozaukee Press, Kris Halbig-Ziehm. Meeting called to order at 6:00 p.m.
2. Public Appearances, Comments, and Correspondence. Alderperson Benning thanked each of the Chiefs for their efforts in supporting the recent Christmas parade.
3. Review of Previous Meeting Minutes. Motion to approve the minutes of the November 8, 2021 PFC meeting by T. Tietyen, seconded by J. Biever. Motion carried on voice vote.

### **POLICE DEPARTMENT**

1. Review of bills – November 2021. Chief Hingiss indicated that some of the AT&T bills may have been overpaid. That is being investigated. He also highlighted the use of education reimbursement funds by Lt. Nye.
2. Review of budget – November 2021. The budget was reviewed.
3. Municipal Court statement – October 2021. The statement was reviewed.
4. Calls for Service – November 2021. Calls reviewed.
5. Update on Personnel. Chief Hingiss informed the Commission that Colin Dunn, the newest officer, recently completed Academy training at WCTC. As of December 13<sup>th</sup>, he had begun his field training. A conditional offer was made to a potential officer. If all works out, that officer would start field training on 1/4/22.
6. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings. No further business.

### **AMBULANCE DEPARTMENT**

1. Review and discussion – November 2021 Ambulance Invoices. The invoices were reviewed.
2. Review and discussion – Ambulance Budget through 11/30/2021. The budget was reviewed.
3. Review and discussion – November 2021 Ambulance Calls, both Transports and Non-Transports. Chief Mitchell related that we are on a trajectory of over 1,600 calls for the year. Beginning next month, the monthly reports will indicate when a call was covered by another department.
4. Review and discussion – November 2021 Paramedic Intercepts. Chief Mitchell answered questions related to paramedic intercepts.
5. Discussion and action to hire Taylor Green as a part-time EMT-Paramedic. T. Tietyen made a motion to hire Taylor Green as a part-time paid on premise EMT-Paramedic, pending a successful physical. J. Biever seconded. Motion carried on voice vote.
6. 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 January 10, 2022, at 6:00 p.m.

### **FIRE DEPARTMENT**

1. Review and discussion – November 2021 Fire Invoices. The invoices were reviewed.
2. Review and discussion – Fire Budget through 11/30/2021. The budget was reviewed.
3. Review and discussion – November 2021 Fire Calls. Chief Mitchell noted that this is the first year that there have been over 300 fire calls. There was a discussion about false alarms.

4. Fire Chief's report –
  - a. Disposition of department's van. Chief Mitchell indicated the van had been donated to Rawhide Boys Ranch.
  - b. Disposition of former Ambulance 452. Chief Mitchell related that Moraine Park Technical College is moving forward with the purchase of the ambulance.
5. Motion to go into closed session, authorized as noted by Wisconsin Statutes for: "considering employment, promotion, compensation or performance evaluation of a public employee," WS 19.85 (1)(c), regarding employees' compensation. To wit: Hiring a Firefighter/Paramedic to fill the second full-time budgeted position in 2022. Chair Nelson made motion to convene in closed session. E. Johnson seconded. Roll call vote was unanimous.
6. Reconvene in open session. T. Tietyen moved to reconvene into open session. J. Biever seconded. Roll call vote was unanimous.
7. Action on closed session matters, if any. J. Biever moved that Chief Mitchell be granted authority to hire Sam Lorge as a full-time Firefighter/Paramedic. T. Tietyen seconded. Motion carried on voice vote.
8. Other business as permitted by law: Review meeting schedule and calendar matters; referrals to future meetings.

Adjournment. Motion by E. Johnson, seconded by T. Tietyen, to adjourn the meeting. Motion carried on voice vote. Chair Nelson adjourned the meeting at 7:28 p.m.

Respectfully submitted by,

Edward Johnson, Secretary