

Police and Fire Commission
Regular Meeting Minutes
June 7, 2022

Attendance: Deborah Rice, Tim Boldt, Jason Thompson, Council Liaison Kathy Kopp, Fire Chief Ryan Simmons, Chief of Police Doug McKinley Absent-Vikki Peterson

- The meeting was called to order at 5:00 p.m.
- The meeting minutes from the April 5, 2022 meeting were unanimously approved (motion by Boldt, 2nd by Rice).
- There were no citizen comments or observations.
- Fire Department Update:

I. Membership Update

- We had two volunteers resign in May. Zach O’Hair moved out of the area with his fiancé and will be going back to school in the fall for a fire science degree with hopes of becoming a career firefighter and Becca Bongle, UWP CJ graduate moved back towards her hometown and took a job as a dispatcher for Walworth County and will be taking further training in fire investigation to continue her career in the fire service.

II. Reports of Significant Service Calls

- The fire department responded to 15 incidents in April. FD response summary is as follows:

| | |
|------------------------------|---|
| Fires..... | 2 |
| Vehicle Crashes | 2 |
| Gas Odor/CO Alarms..... | 5 |
| Alarm System Activation..... | 2 |
| Other | 4 |

- The fire department responded to 17 incidents in May. FD response summary is as follows:

| | |
|------------------------------|---|
| Fires..... | 2 |
| Vehicle Crashes | 0 |
| Gas Odor/CO Alarms..... | 8 |
| Alarm System Activation..... | 2 |
| EMS Lift Assist | 1 |
| Other | 4 |

III. Information Updates

- RFP for Professional Design Services for Fire Station – On May 24th, the Common Council awarded the RFP for Professional Design Serviced for a Fire Station to Wendel Five Bugles Design. The process of designing and building a fire station is a multi-phase process that typically consists of 4 phases in total. Phase 1 is the first step in the process, and we should have schematic level design plans at the end of phase 1 which will also be the first stage in the project that they will do an estimated cost for the project.

We received a very gracious donation from Deb Rice & Bill Kloster in memory of Deb’s parents Wendell & Peggy Rice that will cover the costs of phase 1 and significantly more. They have been strong supporters of this project and we appreciate their continued support of the fire

department.

- Mobile Radio CIP – The fire department posted a bid request for replacement of our mobile radios in our first step to update all our 2-way radios as they are end of life with the manufacturer and need to be updated to address compatibility issues with the new radio system currently being built by Grant County. We have received 4 bids back and are reviewing them to ensure they meet what we specified and then we will award the bid to the vendor with the top bid for the city.

- Community Events – Fire department continues to be involved in the community. We recently supported 8th grade graduation party and Westview’s year-end celebration by filling dunk tanks. We have been asked to attend the Grant County Dairy Breakfast and Southwest Health Berry Fest to promote fire safety. These events will occur over the next couple of months.

IV. Personnel Issues/Concerns/Updates

- Nothing at this time.
- Police Department Update:
 - An open house was held on 5/18; approximately 100 people attendees toured the PD and heard elevator speeches about police tactics, equipment and procedures
 - Members of the PD attended the Grant Co. Sheriff’s Department’s LE Memorial on 5/18; Ofc. Simeon Morell played Taps on the trumpet for the event
 - Larissa Klemm will be starting as a Police Officer on June 27th; she will be going through new employee orientation and starting the LE Academy on July 11th
 - Part-time Telecommunicator interviews will be held the week of June 6th to fill an existing vacancy
 - The PFC is still one Commissioner short and someone is needed to fill a 2-year term
 - Ofc. Sam Vandevort is resigning effective 6/17 to pursue employment in the private sector.
 - The PD transitioned to new duty pistols as part of a 2022 Capital Improvement Project. Later this year we plan to add red-dot sights as part of this project. Sgt. Knoernschild developed a timeline for implementation, evaluated the pistols, holsters and sights, negotiated the purchase and conducted the qualification for officers with the new pistols
 - An RFP for the city’s camera project has been released and bids are due by 6/24
- Election of Officers: The following nominations were made for the PFC officer positions; President-Tim Boldt, Vice-President-Jason Thompson, Secretary-Deborah Rice. The nominations were unanimously approved by the members and there were no other nominations made. Thompson made the nomination motion and this was seconded by Rice.
- The meeting adjourned at 5:33 p.m. (motion by Thompson, 2nd by Rice).

Respectfully Submitted,

Doug McKinley
Chief of Police

