

Police and Fire Commission
Regular Meeting Minutes
June 6, 2023

Attendance: Tim Boldt, Vikki Peterson, Nathan Manwiller, Fire Chief Ryan Simmons, Chief of Police Doug McKinley, Absent Will LeSuer, Jason Thompson, Council Liaison Kathy Kopp

- The meeting was called to order at 5:02 p.m. by President Boldt
- The meeting minutes from the Special Meeting of the PFC on March 16th, 2023 were approved unanimously (motion by Peterson, 2nd by Manwiller).
- There were no citizen comments, observations or petitions.
- Fire Department Update:

I. Membership Update

- We are currently at 42 members and have not had much interest from new volunteers. We are working with the City’s communications specialist to create new marketing materials to do a recruitment campaign.

II. Reports of Significant Service Calls

- The fire department responded to 36 incidents in March, April & May. FD response summary is as follows:

Fires.....	15
Vehicle Crashes	3
Gas Odor/CO Alarms.....	7
Alarm System Activation.....	2
EMS Lift Assist	4
Other	5

III. Information Updates

- Fire Station Project Update – Currently we are working with the architect to redo the Schematic Design to a single story building due to building costs.
- Radio Repeater Update – We are in the process of getting our FCC licensing updated for the new repeater. The vendor is hopeful to have the new repeater installed and running in Aug-Sept.
- Volunteer Handbook - We introduced a new handbook to all volunteer firefighters. It has been a goal for a couple of years to take the verbal policies and guidelines and put them in a document for new and existing members to have as a reference.

IV. Personnel Issues/Concerns/Updates

- Nothing at this time.
- PD Update:

- Brendan Overbey started with the PD on 5/22/23. He went through initial employee orientation and he started attending the LE Academy at WWTC on 6/5/23. He is due to graduate in early October and then he will begin his FTO process.
- Officers took part in the Cops on a Roof Top Special Olympics fundraiser on May 19th; approximately \$1,000 was raised for Special Olympics of WI
- On May 17th the PD hosted an open house event; approximately 75 people attended; tours of the PD, demonstrations of police tactics and equipment were provided.
- Ofc. Simeon Morell and Ofc. Jeremy Tyler played Taps at the annual GTSO Le Memorial during National Police Week
- Ofc. Josh Stowe is returning to the Patrol ranks from the Community Resource Officer (CRO) assignment and Ofc. Jarad Bartelt will be serving as the new CRO
- The PD will be dealing with at least 2 FMLA vacancies this summer and fall. This will impact the Patrol schedule and we will have to manage this.
- The PD's camera project, radio repeater project, and our radio console projects are all progressing (slowly) but they appear to be on track
- The Dispatch Center is fully staffed and we're in a position to evaluate the impacts and merits of staff the Center with 3 F/T and 3 P/T Telecommunicators as opposed to our previous staffing level of 4 F/T and 2 P/T Telecommunicators. We'll look at our overtime levels and the coverage provided by the new staffing level.
- Election of Officers: Boldt was nominated as President, Peterson was nominated as Vice-President and Manwiller was nominated as Secretary. All three were elected unanimously.
- The meeting adjourned at 5:30 p.m. (motion by Peterson, 2nd by Manwiller).

Respectfully submitted,

Doug McKinley
Chief of Police